

City of South San Francisco

P.O. Box 711
South San Francisco, CA



Regular Meeting Agenda

Wednesday, May 28, 2025

6:30 PM

**Library Parks & Recreation Building, Council Chambers
901 Civic Campus Way, South San Francisco, CA**

City Council

EDDIE FLORES, Mayor (District 5)
MARK ADDIEGO, Vice Mayor (District 1)
JAMES COLEMAN, Councilmember (District 4)
MARK NAGALES, Councilmember (District 2)
BUENAFLORES NICOLAS, Councilmember (District 3)
ROSA GOVEA ACOSTA, City Clerk
FRANK RISSO, City Treasurer
SHARON RANALS, City Manager
SKY WOODRUFF, City Attorney

How to observe the Meeting (no public comment, including via Zoom):

- 1) Local cable channel: Astound, Channel 26, Comcast, Channel 27, or AT&T, Channel 99
- 2) <https://www.ssf.net/Government/Video-Streaming-City-and-Council-Meetings/City-Council>
- 3) <https://www.youtube.com/@CityofSouthSanFrancisco/streams>
- 4) Zoom meeting (streaming only): <https://ssf-net.zoom.us/j/81072693726>
Webinar ID: 810 7269 3726 Join by Telephone: +1 669 900 6833

How to submit written Public Comment before the City Council Meeting:

Members of the public are encouraged to submit public comments in writing in advance of the meeting via the eComment tab by 4:30 p.m. on the meeting date. Use the eComment portal by clicking on the following link: <https://ci-ssf-ca.granicusideas.com/meetings> or by visiting the City Council meeting's agenda page. eComments are also directly sent to the iLegislate application used by City Council and staff.

How to provide Public Comment during the City Council Meeting:**COMMENTS ARE LIMITED TO THREE (3) MINUTES PER SPEAKER**

During a meeting, comments can only be made in person: Complete a Digital Speaker Card located at the entrance to the Council Chambers. Be sure to indicate the Agenda Item # you wish to address or the topic of your public comment. When your name is called, please come to the podium, state your name and address (optional) for the Minutes.

American Disability Act:

The City Clerk will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to Office of the City Clerk at 400 Grand Avenue, South San Francisco, CA 94080, or email at all-cc@ssf.net. Include your name, address, phone number, a brief description of the requested materials, and preferred alternative format service at least 72-hours before the meeting.

Accommodations: Individuals who require special assistance of a disability-related modification or accommodation to participate in the meeting, including Interpretation Services, should contact the Office of the City Clerk by email at all-cc@ssf.net, 72-hours before the meeting.

CALL TO ORDERROLL CALLPLEDGE OF ALLEGIANCEAGENDA REVIEWLEVINE ACT DISCLOSURES (SB 1181)

If you have donated \$500 or more to the campaign of a South San Francisco elected official in the past twelve (12) months, please read the following paragraphs carefully:

- The Levine Act (Gov. Code § 84308) requires any Party, Agent, or Participant, as defined in §84308(a), of a proceeding involving any grants, denials, renewals, restrictions, or modifications to any licenses and permits, entitlements for use, contracts, or franchises (“Proceeding”), to disclose on the record any contributions they have made to any elected, appointed, or candidate for City Officer totaling more than \$500 within the preceding 12 months.
- The Levine Act also requires any elected, appointed, alternate, or candidate for City Officer who has received a contribution totaling \$500 within the past 12 months from a Party, Agent, or Participant of a Proceeding to (1) disclose that fact on the record involving the Proceeding and (2) to recuse themselves from, and in no way attempt to use their official position to influence any decision involving, the Proceeding.
- Elected, appointed, alternates, or candidates for City Officer are prohibited from accepting, soliciting, and directing, and Parties, Participants, and Agents are prohibited from making, campaign contributions of more than \$500 while the Proceeding is pending and for 12 months after the date a final decision is rendered for the Proceeding.

Violations of the Levine Act may result in a civil action brought by the Fair Political Practice Commission (FPPC) for an amount up to five thousand dollars (\$5,000) per violation. Any person who knowingly or willfully violates any provision of the Political Reform Act is guilty of a misdemeanor and subject to a fine of up to the greater of ten thousand dollars (\$10,000) or three times the amount the person unlawfully contributed upon conviction for each violation.

ANNOUNCEMENTS FROM STAFFPRESENTATIONS

1. [Certificates honoring 2025 Women of the Year; Maria Barcelata Long, Leslie Fong, Dee Popielak, Toni Ratcliff-Powell, and Delia Ramos. \(Eddie Flores, Mayor\)](#)
2. [Proclamation Recognizing Library Board Member Diane Onorato Huddleston. \(Valerie Sommer, Library Director\)](#)

3. [Proclamation honoring National Police Week, May 11-17, 2025. \(Eddie Flores, Mayor\)](#)
4. [Proclamation celebrating South San Francisco Emergency Medical Services 50th Anniversary. \(Eddie Flores, Mayor\)](#)
5. [Proclamation celebrating May as Asian American, Native Hawaiian, and Pacific Islander Heritage Month. \(Eddie Flores, Mayor\)](#)
6. [Proclamation recognizing May as Jewish American Heritage Month. \(Eddie Flores, Mayor\)](#)
7. [Proclamation in recognition of Mosquito Control Awareness Week, June 15-21, 2025. \(Eddie Flores, Mayor\)](#)

COUNCIL COMMENTS/REQUESTS

PUBLIC COMMENTS

Under the Public Comment section of the agenda, members of the public may speak on any item not listed on the Agenda and on items listed under the Consent Calendar. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting. Written comments on agenda items received prior to 4:30 p.m. on the day of the meeting will be included as part of the meeting record but will not be read aloud.

If there appears to be a large number of speakers, the Mayor may reduce speaking time to limit the total amount of time for public comments (Gov. Code sec. 54954.3(b)(1)). Speakers that are not in compliance with the City Council's rules of decorum will be muted.

CONSENT CALENDAR

Matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

8. [Motion to approve the Minutes for the meeting of May 14, 2025. \(Rosa Govea Acosta, City Clerk\)](#)
9. [Motion to cancel the Regular City Council meeting of July 23, 2025. \(Rosa Govea Acosta, City Clerk\)](#)

10. [Motion to accept the construction improvements of the 2023 Street Surface Seal Project, \(st2302/st2204\) as completed by DRYCO Construction, Inc. in accordance with plans and specifications \(Total Construction Cost \\$4,942,457.06\). \(Angel Torres, Senior Civil Engineer\)](#)
11. [Report regarding a resolution of support for the City of South San Francisco's participation in the Metropolitan Transportation Commission's Transit-Oriented Communities \(TOC\) Policy and Climate Program and accepting \\$250,000 in grant funding from the Metropolitan Transportation Commission's 2024 Transit-Oriented Communities Planning Grant Program. \(Megan Wooley-Ousdahl, Principal Planner\)](#)
- 11a. [Resolution of the City Council of the City of South San Francisco in support of the City's participation in the Metropolitan Transportation Commission's Transit-Oriented Communities \(TOC\) Policy and Climate Program and accepting \\$250,000 in grant funding from the Metropolitan Transportation Commission's 2024 Transit-Oriented Communities Planning Grant Program.](#)
12. [Report regarding a resolution authorizing the acceptance of \\$174,647 in California Senate Bill 1383 Local Assistance Grant Program funding from the California Department of Resources Recycling and Recovery to support the City of South San Francisco's implementation and procurement requirements per California Senate Bill 1383 and approving Budget Amendment Number 25.017. \(Marissa Garren, Management Analyst II\)](#)
- 12a. [Resolution authorizing the acceptance of \\$174,647 California Senate Bill 1383 Local Assistance Grant Program funding from the California Department of Resources Recycling and Recovery to support the City of South San Francisco's implementation and procurement requirements per California Senate Bill 1383 and approving Budget Amendment Number 25.017.](#)
13. [Report regarding a resolution awarding a construction contract to K.J. Woods Construction Inc. of South San Francisco, CA for the Oyster Point Blvd Sanitary Sewer Main Reconstruction Project \(No. SS2401, Bid No. 2690\) in an amount not to exceed \\$4,588,000 and related actions. \(Jeffrey Chou, Senior Civil Engineer\)](#)

- 13a. Resolution awarding a construction contract to K.J. Woods Construction Inc. of South San Francisco, CA for the Oyster Point Blvd. Sanitary Sewer Main Reconstruction Project (No. SS2401, Bid No. 2690) in an amount not to exceed \$4,588,000, authorizing a total construction contract authority budget of \$5,520,000; approval of a Reimbursement Agreement with KR Oyster Point II, LLC in an amount not to exceed \$535,000 for the preparation of the project's bid documents; approval of a License for Use of Real Property agreement with HCP Oyster Point III, LLC for utilizing a portion of their private street on Veterans Boulevard to stage material and equipment during construction of this project; and authorizing the City Manager to execute the aforementioned agreements on behalf of the City; and approving Budget Amendment Number 25.056 to add \$1,000,000 to the project budget.
14. Report regarding a resolution to approve a services agreement with Redwood Painting Company, Inc. of Pittsburg, CA for on-call Coating and Corrosion Protection services in an amount not to exceed \$750,000 per fiscal year and authorizing the City Manager to Execute the Agreement on behalf of the City. (Jeffrey Chou, Senior Civil Engineer)
- 14a. Resolution approving a services agreement with Redwood Painting Company, Inc. of Pittsburg, CA for on-call coating and corrosion protection services in an amount not to exceed \$750,000 per fiscal year and authorizing the City Manager to execute the agreement on behalf of the City.
15. Report regarding a resolution approving a services agreement with Anaergia Services LLC, of Carlsbad, California for the routine annual maintenance and repair of the Digester No. 1 Omnivore Digester Mixing Systems at the Water Quality Control Plant (WQCP) for fiscal years 2025-26 through 2029-30 in an amount not to exceed \$120,000 per fiscal year and authorizing the City Manager to execute the agreement on behalf of the City of South San Francisco. (Brian Schumacker, Plant Superintendent)
- 15a. Resolution approving a services agreement with Anaergia Services LLC, of Carlsbad, California, for the annual maintenance and repair of the Digester No. 1, Omnivore Digester Systems at the Water Quality Control Plant (WQCP) for fiscal years 2025-26 through 2029-30 in an amount not to exceed \$120,000 per fiscal year and authorizing the City Manager to execute the agreement on behalf of the City of South San Francisco.
16. Staff Report regarding a resolution approving purchase agreements for the routine furnishing of bulk process chemicals at the Water Quality Control Plant for fiscal year 2025-26. (Brian Schumacker, Water Quality Control Plant Superintendent)

- 16a. Resolution approving purchase agreements for the furnishing bulk process chemicals at the Water Quality Control Plant for fiscal year 2025-26; and authorizing the City Manager to execute the necessary agreements.
- 17. Report regarding a resolution to approve a services agreement with Wastewater Solids Management Company of Lincoln, CA in an amount not to exceed \$504,290 authorizing a total contract authority of \$630,363, and authorizing the City Manager to execute the agreement on behalf of the City. (Jeff Chou, Senior Engineer and Brian Schumacker, Plant Superintendent)
- 17a. Resolution establishing a services agreement with Wastewater Solids Management Company of Lincoln, CA in an amount not to exceed \$504,290 authorizing a total contract authority of \$630,363 and authorizing the City Manager to execute the agreement on behalf of the City.
- 18. Report regarding the transfer of \$13,854,656.44 from the Sewer Capacity Charge Fund (730) to the Sewer Enterprise Fund (710) to reimburse eligible expenditures and approving Budget Amendment Number 25.057 (Amanda Parker-Govea, Management Analyst I)
- 18a. Resolution authorizing the transfer of \$13,854,656.44 from the Sewer Capacity Charge Fund (730) to the Sewer Fund (710) as reimbursement for eligible expenses associated with project ss1301 WQCP Wet Weather and Digester Improvements and approving budget amendment number 25.057
- 19. Report regarding a resolution approving a Memorandum of Understanding between the City and the County of San Mateo regarding the operations and management of the proposed Permanent Supportive Housing project at 721 Airport Boulevard. (Sky Woodruff, City Attorney, and Nell Selander, Economic & Community Development Director)
- 19a. Resolution authorizing the City Manager to execute a Memorandum of Understanding with the County of San Mateo regarding the 721 Airport Blvd. Supportive Housing Project.
- 20. Report regarding a resolution approving amendments to the South San Francisco Fire Department's four professional service contracts for plan check services; including West Coast Code Consulting (WC3), CSG, 4Leaf, & Coastland; aligning the contracted amounts with the current plan check services approved budget and allowing the department to utilize approved funding as needed for third party plan check reviews (Ian Hardage, Fire Marshal).

- 20a. [Resolution approving amendments to plan check services agreements with 1\) CSG Consultants Inc., 2\) West Coast Code Consultants Inc., 3\) Coastland Civil Engineering, LLP, and 4\) 4Leaf, Inc. to increase the not to exceed amount of each agreement, up to \\$1,000,000, for the remainder of the term of each agreement.](#)
- 21. [Report regarding an ordinance to adopt the updated California Fire Hazard Severity Zone Maps for the City of South San Francisco \(Ian Hardage, Fire Marshal\)](#)
- 21a. [An ordinance to adopt the updated California Fire Hazard Severity Zone Maps for the City of South San Francisco \(Ian Hardage, Fire Marshal\)](#)
- 22. [Report regarding a resolution awarding a construction contract to American Asphalt Repair & Resurfacing Co., Inc. of Hayward, California, for the 2024 & 2025 Street Surface Seal Project \(ST2502\) in an amount not to exceed \\$3,447,767. \(Lawrence Henriquez, Senior Civil Engineer\)](#)
- 22a. [Resolution awarding a construction contract to American Asphalt Repair & Resurfacing Co., Inc. of Hayward, California, for the 2024 & 2025 Street Surface Seal Project \(No. ST2502, Bid No. 2700\) in an amount not to exceed \\$3,447,767.25, for a total construction budget of \\$3,964,932.34 and authorizing the City Manager to execute the agreement on behalf of the City.](#)
- 23. [Report regarding the award of a Consulting Services Agreement to Mark Thomas & Company for the Junipero Serra Boulevard & I-280 Westborough Boulevard Pedestrian and Bicycle Connectivity & Safety Project. \(Lawrence Henriquez, Senior Civil Engineer\)](#)
- 23a. [Resolution approving and authorizing the City Manager to execute a consulting services agreement with Mark Thomas & Company of San Jose, California for the Junipero Serra Boulevard & I-280 Westborough Boulevard Pedestrian and Bicycle Connectivity and Safety Project \(Project No. st2301\) for the Project Initiation Document and Project Approval / Environmental Document Phases in an amount not to exceed \\$1,541,529 and authorizing a total project budget of \\$1,654,790.](#)
- 24. [Report regarding a resolution authorizing the acceptance of \\$890,000 in grant funding from the California Department of Housing and Community Development through the Prohousing Incentive Program into Fund 205 and appropriating \\$890,000 in local match funds from Fund 823 into Fund 205, approving Budget Amendment Number 25.041 \(Pierce Abrahamson, Housing Management Analyst II\)](#)

- 24a. [Resolution authorizing the acceptance of \\$890,000 in grant funding from the California Department of Housing and Community Development through the Prohousing Incentive Program into Fund 205 for affordable housing programs and projects and the appropriation of a one-to-one match of \\$890,000 from Fund 823 into Fund 205 for a future affordable housing project at 226-246 Grand Avenue, approving Budget Amendment 25.041.](#)

PUBLIC HEARING

25. [Report regarding a public hearing on the status of vacancies and recruitment/retention efforts for the City of South San Francisco in Fiscal Year 2024-2025 in accordance with California Assembly Bill \(AB\) 2561 and Government Code Section 3502.3 \(Darryl Mickens, Human Resources Manager and Leah Lockhart, Human Resources Director\)](#)
26. [Report regarding a resolution establishing sewer service rates for the fiscal year 2025-2026 amending the Master Fee Schedule to include the fiscal year 2025-2026 Sewer Service Rates; adopting the Report of Annual Sewer Rentals Charges for the fiscal year 2025-2026. \(Sharon Ranals, City Manager, Karen Chang, Director of Finance, and Brian Schumacker, Water Quality Control Plant Superintendent\).](#)
- 26a. [Resolution establishing sewer service rates for the Fiscal Year 2025-2026; amending the Master Fee Schedule to include the Fiscal Year 2025-2026 Sewer Service Rates; adopting the Report of Annual Sewer Rentals Charges for the Fiscal Year 2025-2026 and continuing the City's Low-Income Sewer Rebate Program.](#)
27. [Report regarding a resolution approving the report of stormwater management service charges, approving the stormwater management service charges for the fiscal year 2025-26, and directing the collection of stormwater management service charges on the official tax assessment roll. \(Sharon Ranals, City Manager, Karen Chang, Director of Finance, and Andrew Wemmer, Environmental Compliance Supervisor, Brian Schumacker, Plant Superintendent\).](#)
- 27a. [Resolution approving the stormwater management service charges for fiscal year 2025-26, and directing the stormwater management service charges to be collected on the official tax assessment roll](#)

28. Report regarding holding a Public Hearing on the City of South San Francisco's Community Development Block Grant (CDBG) Program Year 2025-2026 (PY 2025-26) Annual Action Plan and adopting a resolution approving the PY 2025-26 Annual Action Plan; authorizing its submittal and all other required documents to the U.S. Department of Housing and Urban Development; accepting funds and approving appropriation of CDBG and HOME Administrative funds pursuant to Budget Amendment Number 26.003; authorizing the City Manager to execute all documents and certifications necessary to secure and award CDBG and HOME Administrative Funds, and approving appropriating \$100,000 from the Housing Trust Fund to support organizations that provide housing and homelessness prevention programs for South San Francisco residents. (Alvina Condon, Management Analyst II)
- 28a. Resolution approving the Program Year 2025-26 Annual Action Plan for the City of South San Francisco's Community Development Block Grant (CDBG) Program; authorizing its submittal and all other required documents to the U.S. Department of Housing and Urban Development; accepting funds from all sources and approving appropriation of CDBG and HOME fund expenditures pursuant to Budget Amendment Number 26.003; authorizing the City Manager to execute all documents and certifications necessary to secure and award the CDBG and HOME Administrative Funds for the City, and approving appropriating \$100,000 from the Housing Trust Fund to support organizations that provide housing and homelessness prevention programs for South San Francisco residents.
29. Report regarding a resolution approving proposed changes to the Master Fee Schedule for the Fiscal Year 2025-26 (Jason Wong, Deputy Finance Director)
- 29a. Resolution adopting the proposed changes and fees to the City of South San Francisco Master Fee Schedule for FY 2025-26.

ADMINISTRATIVE BUSINESS

30. Report regarding resolution authorizing the issuance of City of South San Francisco Community Facilities District No. 2021-01 (Public Facilities and Services) Special Tax Bonds (Oyster Point), Series 2025 in a principal amount not to exceed \$32 million, approving certain documents, including an indenture and a preliminary official statement and taking certain other actions in connection therewith. (Jason Wong, Deputy Director of Finance)

- 30a.** [Resolution of the City Council of the City of South San Francisco, California, acting as the legislative body of City of South San Francisco Community Facilities District No. 2021-01 \(Public Facilities and Services\), City of South San Francisco, County of San Mateo, State of California, authorizing the issuance of its special tax bonds \(Oyster Point\), Series 2025 in a principal amount not to exceed thirty two million dollars \(\\$32,000,000\) and approving certain documents and taking certain other actions in connection therewith.](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

ADJOURNMENT