



MINUTES

SPECIAL MEETING

BUDGET STANDING COMMITTEE OF THE CITY OF SOUTH SAN FRANCISCO

WEDNESDAY, MAY 8, 2024
1:00 p.m.

**City Hall, City Manager's Conference Room
400 Grand Avenue, South San Francisco, CA**

CALL TO ORDER

TIME: 1:00 p.m.

ROLL CALL

PRESENT: Mayor Coleman
Councilmember Addiego

AGENDA REVIEW

None.

PUBLIC COMMENTS

None.

MATTERS FOR CONSIDERATION

1. Motion to approve the Minutes for the meeting of April 9, 2024.

Motion – Councilmember Addiego / Second – Mayor Coleman: to approve the minutes. The motion carried unanimously.

2. Report regarding the City of South San Francisco Operating Budget for Fiscal Year 2024-25 (Karen Chang, Director of Finance)

Director Chang presented the report and reviewed the 2024-2025 budget, the general fund proposed budget, balancing strategies to include five percent department reductions, and balancing measures to include the use of Measure W funds to balance out the general fund. She also indicated that the potential ballot measure for November was not included in the presentation.

Mayor Coleman inquired about the impacts of the ballot measure to the 2024-2025 budget and Director Chang noted the biggest impact would be to the 2024-2025 budget.

Department representatives reviewed and discussed their proposed cuts and responded to questions from the subcommittee.

Director Chang concluded with reviewing the projected City reserves, recommendations, and next steps.

3. Report regarding proposed Capital Improvement Program for the Fiscal Year 2024-25. (Eunejune Kim, Director of Public Works/City Engineer, and Matthew Ruble, Principal Engineer)

Principal Engineer Ruble presented the proposed Capital Improvement Program and reviewed new appropriation requests and refunds.

Information Technology Director Barrera provided an update to the downtown wi-fi project, noting that we may pivot and move in a different direction.

Director Chang noted that the business license tax study session will be brought directly to the Council for direction as the timeline does not permit for scheduling a meeting with the subcommittee.

ADJOURNMENT

Being no further business, Mayor Coleman adjourned the meeting at 2:23 p.m.

Submitted by:

Approved by:

Jazmine Miranda
Assistant City Clerk

James Coleman
Mayor

Approved by the Budget Standing Committee: _____ / _____ / _____