

City of South San Francisco

P.O. Box 711
South San Francisco, CA



Regular Meeting Agenda

Wednesday, November 12, 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 ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA 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. [Certificate Recognizing Physique Magnifique on their 28th Anniversary and Re-Grand Opening. \(Eddie Flores, Mayor\)](#)
2. [Proclamation recognizing November 14, 2025, as Ruby Bridges Day. \(Eddie Flores, Mayor\)](#)

3. [Proclamation recognizing November as Lung Cancer Awareness Month. \(Eddie Flores, Mayor\)](#)
4. [State of the City Preview. \(Eddie Flores, Mayor\)](#)

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.

5. [Motion to approve the Minutes of the meetings of October 18, 2025, October 22, 2025, October 28, 2025, October 29, 2025, and November 3, 2025. \(Office of the City Clerk\)](#)
6. [Motion to cancel the Regular City Council meetings of November 26, 2025, and December 24, 2025. \(Rosa Govea Acosta, City Clerk\)](#)
7. [Motion to accept the construction improvements of the Community Development Block Grant Ramps and Paths Project \(Project No. ST2506\) as complete in accordance with plans and specifications \(Total Construction Cost \\$805,355.95\) \(John Wilson, Senior Engineer\)](#)
8. [Report regarding a resolution accepting \\$5,263.11 from the South San Francisco Friends of the Library to support Library collections, programs, and services, amending the Library Department's Fiscal Year 2025-26 Operating Budget and approving Budget Amendment Number 26.032. \(Valerie Sommer, Library Director\)](#)

- 8a. [Resolution accepting \\$5,263.11 from the South San Francisco Friends of the Library to support Library collections, programs, and services, amending the Library Department's Fiscal Year 2025-26 Operating Budget, and approving Budget Amendment Number 26.032.](#)
- 9. [Report regarding a resolution approving the grant of a utility easement on City of South San Francisco property \(APN 093-331-110\) located at 201 West Orange Avenue for the Broadband Expansion Project \(st2102\) to Intermountain Infrastructure Group \(IIG\) for conduit and fiber optic lines and authorizing the City Manager to execute a utility easement deed. \(Angel Torres, Senior Civil Engineer\)](#)
- 9a. [Resolution approving the grant of a utility easement on City of South San Francisco property \(APN 093-331-110\) located at 201 West Orange Avenue for the Broadband Expansion Project \(st2102\) to be granted to Intermountain Infrastructure Group for conduit and fiber optic lines and authorizing the City Manager to execute a utility easement deed.](#)
- 10. [Report Regarding a Resolution Authorizing the Submittal of a Grant Application for Caltrans Sustainable Communities Grant - Multimodal Transportation Action Plan \(John Wilson, Senior Engineer\)](#)
- 10a. [Resolution Authorizing the Submittal of the Caltrans Sustainable Communities Grant Application to develop a Multimodal Transportation Action Plan and Authorizing Matching Funds.](#)
- 11. [Report regarding a resolution accepting a \\$10,000 grant from Genentech for the 2026 South San Francisco Lunar New Year Night Market, and approving Budget Amendment Number 26.033 appropriating the funds. \(Ernesto Lucero, Economic Development Manager\)](#)
- 11a. [Resolution accepting a \\$10,000 grant from Genentech towards the 2026 South San Francisco Lunar New Year Night Market, and approving Budget Amendment Number 26.033 appropriating the funds.](#)
- 12. [Report regarding a resolution amending an existing Shuttle Services Agreement with Parking Company of America, LLC \(PCAM\) by \\$2,515,400, for a total Not-to-Exceed Amount of \\$4,887,705, for the operations of the Free South City Shuttle Program. \(Marissa Garren, Public Works Management Analyst II\)](#)
- 12a. [A resolution amending an existing Shuttle Services Agreement with Parking Company of America, LLC \(PCAM\) by \\$2,515,400, for a total Not-To-Exceed amount of \\$4,887,705, for the operations of the Free South City Shuttle Program](#)

13. [Report regarding a resolution Report regarding awarding a construction contract to Express Plumbing Inc. for the Escanyo Drive Sewer Main Line Repair, in an amount not to exceed \\$168,385 authorizing a total construction contract authority budget of \\$193,650. \(Alex Henry, Public Works Maintenance Program Manager\)](#)
- 13a. [A resolution regarding awarding a construction contract to Express Plumbing Inc. for the Escanyo Drive Sewer Main Line Repair, in an amount not to exceed \\$168,385 authorizing a total construction contract authority budget of \\$193,650. \(Alex Henry, Public Works Maintenance Program Manager\)](#)
14. [Report regarding a resolution approving a First Amendment to a construction contract with HP Communications, Inc. for the installation of conduit and fiber-optic cables and a Second Amendment to a services agreement with Kimley-Horn & Associates, Inc. for fiber-optic infrastructure design, authorizing the City Manager to execute both amendments, and approving budget amendment No. 26.034. \(Tony Barrera, Director of Information Technology\)](#)
- 14a. [Resolution amending First Amendment to a construction contract with HP Communications, Inc. in the amount not to exceed \\$1,752,585.90 and approving a Second Amendment to a services agreement with Kimley-Horn & Associates, Inc. \(Project No. pf2210, Bid No. 2697\) in the amount not to exceed \\$255,130, and increasing Project No. pf2210 fund with Budget Amendment 26.034 in the amount of \\$150,000 from Traffic Impact fees for a total project budget of \\$1,929,941, and authorizing the City Manager to execute the amendments. \(Tony Barrera, Director of Information Technology\)](#)
15. [Report regarding a resolution approving Budget Amendment No. 26.035 appropriating \\$170,000 for emergency food assistance for South San Francisco Supplemental Nutrition Assistance Program recipients \(Nell Selander, Economic & Community Development Director\).](#)
- 15a. [Resolution approving Budget Amendment No. 26.035 appropriating \\$170,000 for emergency food assistance for South San Francisco Supplemental Nutrition Assistance Program recipients.](#)

ADMINISTRATIVE BUSINESS

16. [Report on and acceptance of the Anti-Displacement Roadmap \(Tony Rozzi, Deputy Economic and Community Development Director\)](#)

17. [Report regarding a resolution approving a Reimbursement Agreement with In-N-Out Burger Restaurant for a new signalized intersection at El Camino Real and Southwood Drive/1st Street in connection with the new restaurant project at 932 and 972 El Camino. \(Nell Selander, Economic & Community Development Director, Matt Ruble, Principal Engineer, and Stephanie Skangos, Senior Planner\)](#)
- 17a. [Resolution approving a Reimbursement Agreement with In-N-Out Burger Restaurant for a new signalized intersection at El Camino Real and Southwood Drive/1st Street in connection with the new restaurant project at 932 and 972 El Camino Real.](#)
18. [Report regarding a resolution approving an employment agreement between the City of South San Francisco and Laura Snideman for service as City Manager and amending the Fiscal Year 2025-26 Salary Schedule to reflect changes in the salary for the City Manager position. \(Sky Woodruff, City Attorney\)](#)
- 18a. [Resolution approving an employment agreement between the City of South San Francisco and Laura Snideman for service as City Manager and amending the Fiscal Year 2025-26 Salary Schedule to reflect changes in the salary for the City Manager position.](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

CLOSED SESSION

19. [Conference with Legal Counsel-Anticipated Litigation](#)
[Significant exposure to litigation pursuant to Government Code Section 54956.9\(d\)\(2\):](#)
[One potential case.](#)

ADJOURNMENT