

# **City of South San Francisco**

P.O. Box 711  
South San Francisco, CA



## **Regular Meeting Agenda**

**Wednesday, March 23, 2022**

**6:00 PM**

**HYBRID IN-PERSON/VIRTUAL MEETING**

**Municipal Services Building, Council Chambers  
33 Arroyo Drive, South San Francisco, CA**

**City Council**

**HYBRID IN-PERSON/VIRTUAL MEETING NOTICE**

The purpose of conducting the meeting as described in this notice is to provide the safest environment for staff and the public while allowing for public participation.

Councilmembers Coleman, Flores and Addiego, Vice Mayor Nicolas and Mayor Nagales and essential City staff may participate via Teleconference.

Pursuant to Ralph M. Brown Act, Government Code Section 54953, all votes shall be by roll call due to council members participating by teleconference.

This meeting will be conducted pursuant to the provisions of the Governor's Executive Orders N-29-20, N-63-20 and N-08-21 allowing for deviation of Teleconference Rules required by the Brown Act & pursuant to the order of San Mateo County Department of Public Health regarding gatherings during the coronavirus (COVID-19) outbreak, and recommendations to follow social distancing procedures, the City of South San Francisco will hold the meeting through a hybrid of in-person attendance with the City Council, designated staff, and limited members of the public at the City Council Chambers and through the virtual platform, Zoom. In-person attendance by members of the public will be subject to maximum capacity and current health and safety protocols.

**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 City Clerk Rosa Govea Acosta at 400 Grand Avenue, South San Francisco, CA 94080, or email at [all-cc@ssf.net](mailto: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](mailto:all-cc@ssf.net), 72-hours before the meeting.

Notification in advance of the meeting will enable the City of South San Francisco to make reasonable arrangements to ensure accessibility to the meeting.

**ZOOM LINK BELOW -NO REGISTRATION REQUIRED**

Join Zoom meeting

<https://ssf-net.zoom.us/j/82476219336>

(Enter your email and name)

Join by One Tap Mobile :

US: +16699006833,,82476219336# or +12532158782,,82476219336#

Join by Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 6833 or 833 548 0276 (Toll Free)

Webinar ID: 824 7621 9336

**How to observe the Meeting (no public comment):**

- 1) Local cable channel: Astound, Channel 26, Comcast, Channel 27, or AT&T, Channel 99
- 2) <https://www.ssf.net/government/city-council/video-streaming-city-and-council-meetings/city-council>

**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 4:00 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:**

- 1) By Phone: (669) 900-6833. Webinar ID is 824 7621 9336. Click \*9 to raise a hand to speak. Click \*6 to unmute when called.

By One tap mobile: US: +16699006833,,82476219336# or +12532158782,,82476219336#

- 2) Online at: <https://ssf-net.zoom.us/j/82476219336>

- a. Enter an email address and name. The name will be visible online and will be used to notify you that it is your turn to speak.
- b. When the Clerk calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak.
- c. When called, please limit your remarks to the time limit allotted.

IN-PERSON: Please complete a Digital Speaker Card located at the entrance to the Council Chamber's. 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. COMMENTS ARE LIMITED TO THREE (3) MINUTES PER SPEAKER. Thank you for your cooperation.

## PEOPLE OF SOUTH SAN FRANCISCO

The City Council's regular meetings are held on the second and fourth Wednesday of each month at 6:00 p.m.

MARK NAGALES, Mayor (District 2)  
BUENAFLORES NICOLAS, Vice Mayor (At-Large)  
JAMES COLEMAN, Councilmember (District 4)  
EDDIE FLORES, Councilmember (At-Large)  
MARK ADDIEGO, Councilmember (At-Large)  
ROSA GOVEA ACOSTA, City Clerk  
FRANK RISSO, City Treasurer  
MIKE FUTRELL, City Manager  
SKY WOODRUFF, City Attorney

*In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the City Clerk's Office located at City Hall. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The address of City Hall is 400 Grand Avenue, South San Francisco, California 94080.*

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA REVIEW

ANNOUNCEMENTS FROM STAFF

PRESENTATIONS

1. [Proclamation recognizing April 3-9, 2022, as National Library Week. \(Mark Nagales, Mayor\)](#)

PUBLIC COMMENTS

[Received Public Comments](#)

Comments received by the deadline will be included as part of the meeting record but will not be read aloud during the meeting.

The Public Comment portion of the meeting is reserved for persons wishing to address the Council on any matter NOT on the agenda. Comments on agenda items will be taken when that item is called. If joining the conference by phone you may raise your hand by dialing \*9 and \*6 to unmute.

State law prevents Council from responding to public comments or taking action on matters not on the agenda. The Council may refer comments to staff for follow-up. Speakers are limited to three minutes. 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.

COUNCIL COMMENTS/REQUESTS

CONSENT CALENDAR

2. [Motion to approve the Minutes for the meetings of September 8, 2021, March 1, 2022, and March 2, 2022.](#)
3. [Housing Successor Agency Annual Report for Fiscal Year 2020-2021. \(Deanna Talavera, Management Analyst II and Samantha Wu Rose, RSG\)](#)

4. [Report regarding a resolution to adopt proposed amendments to the Public Works Engineering Division section of the City of South San Francisco Master Fee Schedule for Fiscal Year 2021-2022 \(Jason Hallare, Senior Civil Engineer; Matt Ruble, Principal Engineer\)](#)
- 4a. [Resolution approving amendments to the Public Works Engineering Division section of the City of South San Francisco Master Fee Schedule for Fiscal Year 2021-2022.](#)
5. [A report regarding a resolution approving the purchase of one basic life support \(BLS\) ambulance in the amount of \\$185,702 with added equipment and technology in the amount \\$77,163 for a total not to exceed amount of \\$262,865; authorizing the City Manager to enter into a purchase agreement with Red Sky Emergency Vehicles in the amount of \\$245,565; and approve budget amendment 22.055 to appropriate \\$202,406 from General Fund Reserves and \\$60,459 from the Public Safety Impact Fee Fund into the Vehicle Replacement Fund for purchase. \(Richard Walls, Emergency Management Services Battalion Chief\)](#)
- 5a. [A resolution approving the purchase of one basic life support \(BLS\) ambulance in the amount of \\$185,702 with added equipment and technology in the amount \\$77,163 for a total not to exceed amount of \\$262,865; authorizing the City Manager to enter into a purchase agreement with Red Sky Emergency Vehicles in the amount of \\$245,565; and approve budget amendment 22.055 to appropriate \\$202,406 from General Fund Reserves and \\$60,459 from the Public Safety Impact Fee Fund into the Vehicle Replacement Fund.](#)
6. [Report regarding a resolution approving a first amendment to the contract purchase agreement with JWC Environmental, Inc. with a revised not to exceed the amount of \\$210,000 for FY 2021-22, and authorize the City Manager to execute any necessary agreements on behalf of the City of South San Francisco. \(Brian Schumacker, Water Quality Control Plant Superintendent\)](#)
- 6a. [Resolution approving a first amendment to the contract purchase agreement with JWC Environmental for the purchase of parts to repair and refurbish sewage grinders at the Water Quality Control Plant's sewage pump stations for fiscal year 2021-2022 in an amount not to exceed \\$210,000 and authorizing the City Manager to execute the agreement.](#)
7. [Report regarding a resolution conditionally approving the proposed access easement on City of South San Francisco property APN 015-190-180 to Sanfo Group regarding 101 Gull Drive, subject to Planning Commission approval of applicable entitlements, and authorizing the City Manager to execute an easement agreement. \(Jason Hallare, Senior Civil Engineer\)](#)

- 7a. A resolution conditionally approving the proposed access easement on City of South San Francisco property APN 015-190-180 to be granted to Sanfo Group regarding future development of 101 Gull Drive, subject to Planning Commission approval of applicable entitlements, and authorizing the City Manager to execute an easement agreement in such circumstance.
8. Report regarding a resolution authorizing the acceptance of \$14,500 in grant funding from the California Water Service Firefighter Grant Program to purchase wildland firefighting personal protective equipment and approve budget amendment 22.056 amending the Fire Department's Fiscal Year 2021-2022 Operating Budget. (Jesus Magallanes, Fire Chief)
- 8a. Resolution authorizing the acceptance of \$14,500 in grant funding from the California Water Service Firefighter Grant Program to purchase wildland firefighting personal protective equipment and approve budget amendment 22.056 amending the Fire Department's Fiscal Year 2021-2022 Operating Budget. (Jesus Magallanes, Fire Chief)
9. Report regarding a resolution approving a purchasing agreement with CDCE Incorporated, for thirty-five police mobile computers in the amount not to exceed \$204,299; and authorizing the City Manager to execute the agreement (Tony Barrera, Director of Information Technology)
- 9a. Resolution approving a purchasing agreement with CDCE Incorporated, for thirty-five police mobile computers in the amount not to exceed \$204,299; and authorizing the City Manager to execute the agreement.
10. Report regarding a resolution to continue conducting City Council and advisory body meetings remotely due to health and safety concerns for the public and making related findings (Sky Woodruff, City Attorney)
- 10a. Resolution of the City Council of the City of South San Francisco declaring the continuing need for the City legislative bodies to meet remotely in order to ensure the health and safety of the public and making related findings.
11. Report regarding an ordinance amending Title 14, Chapter 14.14, Section 14.14.190 of the South San Francisco Municipal Code to require sewer lateral inspection and correction upon property transfer due to a sale. (Eunejune Kim, Director of Public Works, and David Bockhaus, Deputy Public Works Director)
- 11a. An ordinance amending Title 14, Chapter 14.14, Section 14.14.190, and adding subsection (d) Inspection and Correction of Sewer Laterals upon Transfer of Title due to a Sale of the South San Francisco Municipal Code relating to sewer lateral construction, maintenance and inspection

12. [Report regarding an ordinance amending Chapter 2.16 Municipal Elections of the South San Francisco Municipal Code adopting a map with no changes to the boundaries of the five City Council voting districts. \(Rosa Govea Acosta, City Clerk, and Kristen Parks, National Demographics Corporation\)](#)
- 12a. [An Ordinance amending South San Francisco Municipal Code Chapter 2.16 Municipal Elections adopting a map describing voting district boundaries to for five council districts.](#)

ADMINISTRATIVE BUSINESS

13. [Report regarding acceptance of the 2021 Housing Element and General Plan Annual Progress Report. \(Tony Rozzi, Chief Planner and Stephanie Skangos, Associate Planner\)](#)
14. [Report regarding consideration of an updated Memorandum of Understanding \(Version 14\) between the City of South San Francisco and the South San Francisco Unified School District concerning the use and duties of School Liaison Officers \(Amy Ferguson, Management Fellow\)](#)
15. [Report regarding resolutions \(1\) 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 2022 in a principal amount not to exceed \\$25 million, approving certain documents including an indenture and a preliminary official statement and taking certain other actions in connection therewith; and \(2\) authorizing the execution and delivery of an Amended and Restated Acquisition, Construction and Funding Agreement relating to City of South San Francisco Community Facilities District No. 2021-01 \(Public Facilities and Services\) and a second amendment to the Development Agreement relating to Oyster Point. \(Jason Wong, Acting Director of Finance and Sky Woodruff, City Attorney\)](#)
- 15a. [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 2022 in a principal amount not to exceed twenty-five million dollars \(\\$25,000,000\) and approving certain documents and taking certain other actions in connection therewith](#)



- 15b.** [Resolution of the City Council of the City of South San Francisco as Legislative Body for the 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, Approving an Amended and Restated Acquisition, Construction and Funding Agreement and Resolution of the City Council of the City of South San Francisco Approving a Second Amendment to the Development Agreement relating to the Oyster Point Development.](#)
- 16.** [Report regarding a resolution to amend the salary schedule for the City of South San Francisco to reinstate the classification of Deputy Police Chief \(Leah Lockhart, Human Resources Director\)](#)
- 16a.** [Resolution to Amend the City of South San Francisco Salary Schedule to Reinststate the Classification of Deputy Police Chief](#)
- 17.** [Report regarding an ordinance amending Title 8, Chapter 8.72 of the South San Francisco Municipal Code regulating the use of disposable food service ware by food facilities. \(Christina Fernandez, Chief Sustainability Officer\)](#)
- 17a.** [An ordinance amending Chapter 8.72 to Title 8 of the South San Francisco Municipal Code regulating the use of Disposable Food Service Ware by Food Facilities.](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

ADJOURNMENT