

# **City of South San Francisco**

P.O. Box 711  
South San Francisco, CA



## **Regular Meeting Agenda**

**Wednesday, March 26, 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](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.

## 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. [Proclamation recognizing April as Fair Housing Month. \(Eddie Flores, Mayor\)](#)
2. [Presentation on the San Mateo County Accessory Dwelling Unit \(ADU\) Resource Center](#)

COUNCIL COMMENTS/REQUESTSPUBLIC 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.*

3. [Motion to approve the Minutes of March 12, 2025 \(Rosa Govea Acosta, City Clerk\)](#)
4. [Motion to accept Measure W Citizens' Oversight Committee report independently verifying Fiscal Year 2023-24 Measure W revenues and expenditures. \(Karen Chang, Director of Finance; and Sharon Ranals, City Manager\)](#)
5. [Motion to receive and file the City's Housing Successor Agency Annual Report for Fiscal Year 2023-24. \(Elia Moreno, Housing Management Analyst I\)](#)
6. [Report regarding a funding agreement with San Mateo County Transportation Authority for the Harbor Master Spit Project \(pf2002\). \(Audriana Hossfeld, Senior Civil Engineer\)](#)
- 6a. [Resolution authorizing the City Manager to execute funding agreements with San Mateo County Transportation Authority for the Harbor Master Spit Project \(pf2002\).](#)
7. [Report regarding a resolution authorizing the creation of CDBG Ramps and Paths Project \(No. ST2506\), approval of Budget Amendment Number 25.046, and authorization to advertise the project for construction. \(John Wilson, Associate Engineer\)](#)

- 7a. [Resolution authorizing the creation of the CDBG Ramps and Paths Project \(No. ST2506\), approving Budget Amendment Number 25.046, and authorizing the advertisement for construction of the project.](#)
- 8. [Report regarding a second reading and adoption of an ordinance amending the South San Francisco Municipal Code to add Chapter 8.100 \(Local Preferences and Requirements\) to Title 8 to define a preference policy requirement for housing units regulated by the City of South San Francisco in order to prioritize housing applicants who live and/or work in the City. \(Pierce Abrahamson, Management Analyst II\)](#)
- 8a. [Ordinance amending the South San Francisco Municipal Code to add Chapter 8.100 \(Local Preferences and Requirements\) to Title 8 to define a preference policy requirement for housing units regulated by the City of South San Francisco in order to prioritize housing applicants who live and/or work in the City.](#)

#### ADMINISTRATIVE BUSINESS

- 9. [Report regarding the 2024 General Plan and Housing Element Annual Progress Reports \(Billy Gross, Principal Planner and Stephanie Skangos, Senior Planner\)](#)
- 10. [Report regarding a resolution approving Program Guidelines and Request for Interest for the “Launch Local!” Vacant Retail Activation Pilot Program.” \(Katie Donner, Management Analyst I\)](#)
- 10a. [Resolution approving the Program Guidelines and Request for Interest for the Launch Local! Vacant Retail Activation Pilot Program. \(Katie Donner, Management Analyst I\)](#)
- 11. [Report regarding a resolution approving an increase to the South San Francisco Tow Services rates to the maximum allowable towing rates that are comparable to other police agencies in northern San Mateo County. \(Adam Plank, Police Captain\)](#)
- 11a. [Resolution approving an increase to the South San Francisco Tow Services rates to the maximum allowable towing rates that are comparable to other police agencies in northern San Mateo County.](#)
- 12. [Report regarding an ordinance amending Title 6, Chapter 6.46 of the South San Francisco Municipal Code \(Tobacco Retailer Permit\) to adopt by reference Title 4, Chapter 4.98 of the San Mateo County Ordinance Code, and repealing in its entirety Title 6, Chapter 6.47 \(Sales of Flavored Tobacco Products, Pharmacy Sales of Tobacco Products, and Sales of Electronic Smoking Devices Prohibited\). \(Christina Fernandez, Deputy City Manager; Sgt. Sean Curmi, South San Francisco Police Department; Lt. Amy Sariotti, South San Francisco Police Department; Alexandra Wolf, Assistant City Attorney\)](#)

- 12a. [Ordinance amending Title 6, Chapter 6.46 of the South San Francisco Municipal Code \(Tobacco Retailer Permit\) to adopt by reference Title 4, Chapter 4.98 of the San Mateo County Ordinance Code, and repealing in its entirety Title 6, Chapter 6.47 \(Sales of Flavored Tobacco Products, Pharmacy Sales of Tobacco Products, and Sales of Electronic Smoking Devices Prohibited\).](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

13. [Consider sending Letters of Support for various legislative items. \(Eddie Flores, Mayor\)](#)

CLOSED SESSION

14. [Conference with Legal Counsel - Anticipated Litigation](#)  
[Initiation of litigation pursuant to Government Code Section 54956.9\(d\)\(4\): One potential case](#)
15. [Conference with Real Property Negotiators](#)  
[\(Pursuant to Government Code Section 54956.8\)](#)  
[Properties: Parcels on Sign Hill, South San Francisco \(APNs 012-351-020, 012-351-030, 012-024-060, 012-024-070, 012-024-080, 012-024-090, 012-024-100, 012-024-110, and 012-024-120\)](#)  
[Agency Negotiators: Nell Selander, Economic & Community Development Director; Greg Mediati, Parks and Recreation Director; and Sky Woodruff, City Attorney](#)  
[Negotiating parties: Syme Venture Partners LP](#)  
[Under negotiation: Price and terms](#)

ADJOURNMENT