



MINUTES

SPECIAL MEETING

BUDGET STANDING COMMITTEE OF THE CITY OF SOUTH SAN FRANCISCO

TUESDAY, MAY 20, 2025

4:30 p.m.

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

CALL TO ORDER

TIME: 4:40 p.m.

ROLL CALL

PRESENT: Mayor Flores
Vice Mayor Addiego

AGENDA REVIEW

None.

PUBLIC COMMENTS

None.

MATTERS FOR CONSIDERATION

1. Motion to approve the Minutes for the meeting of January 29, 2025.

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

2. Report regarding the City of South San Francisco Operating Budget for Fiscal Year 2025-26 (Karen Chang, Director of Finance)

Director Chang presented the status and overview of the budget. Financial Services Manager Henry presented the report and reviewed the 2024-2025 year end budget, the 2025-2026 proposed budget, and reviewed the 5-year projection for the budget.

Department representatives discussed appropriation requests and responded to inquiries from the Standing Committee.

The Standing Committee provided feedback and direction for presenting the item to the Council.

3. Report Regarding Options for Revenue Enhancement. (Rich Lee, Assistant City Manager & Wing-See Fox, Urban Futures, Inc.)

Assistant City Manager Lee indicated the item is a result of direction received during the Council Workshop to explore revenue options for consideration. Urban Futures, Inc. Managing Directors, Wing-See Fox and Jim Morris, presented the report and revenue options.

The Standing Committee engaged in questions and discussion and provided direction to staff.

4. Report regarding proposed Capital Improvement Program for the Fiscal Year 2025-26. (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 projects.

The Standing Committee provided feedback and direction.

ADJOURNMENT

Being no further business, Mayor Flores adjourned the meeting at 6:20 p.m.

Submitted by:

Approved by:

Jazmine Miranda
Assistant City Clerk

Eddie Flores
Mayor

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