

City of South San Francisco

P.O. Box 711
South San Francisco, CA



Regular Meeting Agenda

Wednesday, December 10, 2025

6:30 PM

**Library Parks & Recreation Building, Council Chambers
901 Civic Campus Way, South San Francisco, CA**

City Council

MARK ADDIEGO, Mayor (District 1)
MARK NAGALES, Vice Mayor (District 2)
JAMES COLEMAN, Councilmember (District 4)
EDDIE FLORES, Councilmember (District 5)
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. [Fiscal Year 2025-26 Action Plan Update \(Rich Lee, Assistant City Manager\)](#)

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.

2. [Motion to approve the Minutes of the meetings of November 12, 2025 and November 13, 2025. \(Office of the City Clerk\)](#)
3. [Motion to accept the construction improvements of the Grand Avenue and Airport Boulevard Streetscape Improvements Project \(No. st1801, Bid No. 2657\) as complete in accordance with plans and specifications \(Total Construction Cost \\$3,696,221.92\). \(Jeffrey Chou, Senior Civil Engineer\)](#)
4. [Motion to accept the construction improvements of the Oyster Point Phase IIC Improvement Project \(Project Nos. pf2204/pf2205/pf2206\) as complete in accordance with plans and specifications \(total construction cost \\$4,570,144.55\). \(Philip Vitale, Deputy Director of Capital Projects\)](#)
5. [Report regarding a resolution authorizing the City Manager to execute the Second Amendment to the Consulting Services Agreement with ELS Architecture + Urban Design of Berkeley, California for design and construction services of the Orange Memorial Park Aquatic Center project \(pk2310\) in an amount not to exceed \\$642,285 and extend the contract period end date to December 31, 2026. \(Philip Vitale, Deputy Director of Capital Projects\)](#)
- 5a. [Resolution amending an existing consulting services agreement with ELS Architecture + Urban Design for architectural design services of the Orange Memorial Park Aquatic Center project in an amount not to exceed \\$642,285.](#)

6. [Report regarding a resolution authorizing the closure of seventy-two Capital Improvement Plan projects and approving related Budget Adjustment Number 26.038. \(Eunejune Kim, Director of Public Works/City Engineer and Matthew Ruble, Principal Engineer\)](#)
- 6a. [Resolution of the City Council of the City of South San Francisco authorizing the closure of seventy-two Capital Improvement Plan projects and approving associated Budget Amendment Number 26.038.](#)
7. [Report regarding a resolution awarding a construction contract to JDB and Sons Construction, Inc. of San Francisco, California, for Sanitary Sewer Spot Repair and Rehabilitation Project \(No. SS2502, Bid No. 2707\) in an amount not to exceed \\$1,397,850 and related actions. \(Jeffrey Chou, Senior Civil Engineer\)](#)
- 7a. [Resolution awarding a construction contract to JDB and Sons Construction, Inc. of San Francisco, California for Sanitary Sewer Spot Repair and Rehabilitation Project \(No. SS2502, Bid No. 2707\) in an amount not to exceed \\$1,397,850 authorizing a total construction contract authority budget of \\$1,684,400 and authorizing the City Manager to execute the agreement on behalf of the City, and approving Budget Amendment Number 26.040 to add \\$2,000,000 to the project budget.](#)
8. [Report regarding a resolution awarding a services agreement to United Storm Water, Inc. of City of Industry, CA for the Trash Capture Devices Project Phase 2 in an amount not to exceed \\$178,650. \(Lawrence Henriquez, Senior Civil Engineer\)](#)
- 8a. [Resolution awarding a services agreement to United Storm Water, Inc. of City of Industry, CA for the Trash Capture Devices Project Phase 2 in an amount not to exceed \\$178,650 and authorizing the City Manager to execute the agreement.](#)
9. [Report regarding a resolution authorizing acceptance of a \\$150,000 grant award and execution of a grant agreement with the California Office of Traffic Safety for the fiscal year 2025-26 Pedestrian and Bicycle Safety Program and approval of associated Budget Amendment Number 26.040. \(John Wilson, Senior Engineer\)](#)
- 9a. [Resolution Authorizing Acceptance of a \\$150,000 Grant Award and Execution of a Grant Agreement with the California Office of Traffic Safety for the fiscal year 2025-26 Pedestrian and Bicycle Safety Program and Approving Budget Amendment Number 26.040](#)
10. [Report regarding a resolution awarding a construction contract to Spektren Engineering, Inc. of Gilroy, California, for the Curb Ramps & Street Intersection Improvements Project in an amount not to exceed \\$412,907.54 and related actions. \(Angel Torres, Senior Civil Engineer\)](#)

- 10a. [Resolution awarding a construction contract to Spektren Engineering, Inc. of Gilroy, California, for the Curb Ramps & Street Intersection Improvements Project \(No. st2401, Bid No. 2705\) in an amount not to exceed \\$412,907.54, for a total construction budget of \\$512,907.54, authorizing the City Manager to execute the agreement on behalf of the City, and approving associated Budget Amendment Number 26.043.](#)
11. [Report regarding a resolution making findings and adopting the Initial Study / Mitigated Negative Declaration in accordance with the California Public Resources Code and the California Environmental Quality Act. \(Philip Vitale, Deputy Director - Capital Projects, and Adena Friedman, Chief Planner\)](#)
- 11a. [Resolution making findings and adopting the Initial Study/Mitigated Negative Declaration for the New Park at Linden Avenue and Pine Avenue in accordance with Section 21080 of the California Public Resources Code and CEQA Guidelines Section 15070 et seq.](#)
12. [Report recommending that the City Council adopt a resolution approving an updated Memorandum of Understanding between the City of South San Francisco and the County of San Mateo that utilizes Justice Assistance Grant funding for the City's Crisis Response Clinician for Fiscal Year 2025-2026. \(Adam Plank, Police Captain\)](#)
- 12a. [Resolution approving an updated Memorandum of Understanding between the City of South San Francisco and the County of San Mateo that utilizes Justice Assistance Grant funding for the City's Crisis Response Clinician for fiscal year 2025-26.](#)
13. [Report regarding a resolution authorizing the acceptance of \\$10,000 from the Carnegie Foundation to support and enhance library services at the Grand Avenue Library and approving Budget Amendment Number 26.037. \(Valerie Sommer, Library Director\)](#)
- 13a. [Resolution accepting \\$10,000 from the Carnegie Foundation to support and enhance library services at the Grand Avenue Library, amending the Library Department's fiscal year 2025-26 Operating Budget, and approving Budget Amendment Number 26.037.](#)
14. [Report regarding a resolution authorizing the submittal of an application for CalRecycle Beverage Container Recycling funds allocated in the State of California's FY 2025-26 budget in the amount of \\$16,446 to support beverage container recycling programs in South San Francisco and authorizing the fiscal year 2025-26 revenue budget adjustment pursuant to Budget Amendment Number 26.041. \(Marissa Garren, Management Analyst II\)](#)

- 14a. [Resolution of the City Council of the City of South San Francisco authorizing the submittal of an application for CalRecycle Beverage Container Recycling funds allocated in the State of California's fiscal year 2025-26 budget in the amount of \\$16,446 to support beverage container recycling programs in South San Francisco and authorizing the fiscal year 2025-26 revenue budget adjustment pursuant to Budget Amendment Number 26.041](#)
- 15. [Report regarding a resolution approving a Public Art Agreement with J Muzacz in the amount of \\$168,000 to design, fabricate, and install three mosaic art components at the New Park at Linden Avenue and Pine Avenue. \(Erin O'Brien, Business Program Manager\)](#)
- 15a. [Resolution approving a Public Art Agreement with J Muzacz in the amount of \\$168,000 to design, fabricate, and install three mosaic art components for the New Park at Linden Avenue and Pine Avenue.](#)
- 16. [Report regarding a Resolution approving Budget Amendment Number 26.036 appropriating \\$25,294,527.52 in proceeds from the sale of DNA Way, Point San Bruno Boulevard, and a portion of Cabot Road to Genentech. \(Sharon Ranals, City Manager\)](#)
- 16a. [Resolution approving Budget Amendment Number 26.036 appropriating \\$25,294,527.52 in proceeds from the sale of DNA Way, Point San Bruno Boulevard, and a portion of Cabot Road to Genentech.](#)
- 17. [Report regarding a resolution approving Amendment 4 to the City's wage and salary schedule for fiscal year 2025-2026 to establish the salary range for the new classification of Plant Operations Supervisor and incorporate the local minimum wage update for January 2026 \(Yvette Mindeguia, Senior Human Resources Analyst and Leah Lockhart, Human Resources Director\)](#)
- 17a. [Resolution approving Amendment 4 to the City's wage and salary schedule for fiscal year 2025-2026 to establish the salary range for the new classification of Plant Operations Supervisor and incorporate the local minimum wage update for January 2026](#)
- 18. [Report regarding a resolution approving amendments to the Lease Agreements between Rest Investments and the City of South San Francisco \(Lindsay D'Andrea, Assistant City Attorney\).](#)
- 18a. [Resolution approving the First Amendment to Parcel C Lease and Second Amendment to the Fingers Lease between Rest Investments and the City and authorizing the City Manager to execute the Amendments.](#)

ADMINISTRATIVE BUSINESS

19. [Report regarding a resolution approving Budget Amendment Number 26.042 appropriating \\$235,000 in the Low- and Moderate- Income Housing Fund \(Fund 241\) for the City's Emergency Rental Assistance Program. \(Elia Moreno, Housing Management Analyst I\)](#)
- 19a. [Resolution approving Budget Amendment Number 26.042 appropriating \\$235,000 in the Low- and Moderate- Income Housing Fund \(Fund 241\) for the City's Emergency Rental Assistance Program.](#)
20. [Report regarding Essex Portfolio, L.P.'s request to amend the Affordable Housing Agreement for the 543-unit housing development project located at 7 South Linden Avenue. \(Nell Selander, Economic & Community Development Director\)](#)
- 20a. [Resolution authorizing the City Manager to prepare and execute a First Amendment to the Affordable Housing Agreement between the City of South San Francisco and Essex Portfolio, L.P. for 7 S. Linden Avenue modifying the low-income rent calculation and changing a portion of the low-income units to moderate-income units.](#)
- 20b. [Resolution authorizing the City Manager to prepare and execute a First Amendment to the Affordable Housing Agreement between the City of South San Francisco and Essex Portfolio, L.P. for 7 S. Linden Avenue reducing the total number of affordable units and modifying the income levels to include only very low-income units.](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

21. [Council discussion on City Selection Committee vacant positions and alternate if needed. \(Mayor\)](#)

ADJOURNMENT