

City of South San Francisco

P.O. Box 711
South San Francisco, CA



Regular Meeting Agenda

Wednesday, October 13, 2021

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 Nicolas, Vice Mayor Nagales and Mayor Addiego 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. 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.

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/85357927990>

(Enter your email and name)

Join by One Tap Mobile :

US: +16699006833,,85357927990# or +12532158782,,85357927990#

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: 853 5792 7990

How to observe the Meeting (no public comment):

1) Local cable channel: Astound, Channel 26 or Comcast, Channel 27

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:

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 853 5792 7990. Click *9 to raise a hand to speak. Click *6 to unmute when called.

By One tap mobile: US: +16699006833,,85357927990# or +12532158782,,85357927990#

2) Online at: <https://ssf-net.zoom.us/j/85357927990>

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 ADDIEGO, Mayor (At-Large)
MARK NAGALES, Vice Mayor (District 2)
BUENAFLORE NICOLAS, Councilmember (At-Large)
JAMES COLEMAN, Councilmember (District 4)
EDDIE FLORES, 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 October as Breast Cancer Awareness Month. \(Mark Addiego, Mayor\)](#)
2. [Proclamation recognizing October as National Italian Heritage Month. \(Mark Addiego, Mayor\)](#)
3. [2020 Final Census Data presentation for the City of South San Francisco. \(Kristen Parks, NDC and Rosa Govea Acosta, City Clerk\)](#)
4. [Presentation by the San Mateo County 2021 Supervisorial District Lines Advisory Commission on their redistricting process. \(Justin Mates, San Mateo County Deputy County Manager, Commissioner Monzon\)](#)

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

5. [Motion to approve the Minutes for the meetings of July 27, 2021, July 28, 2021 and August 25, 2021.](#)
6. [Report regarding a resolution approving a Third Amendment to the Raimi + Associates Consultant Services Agreement to expand the scope of work to include a comprehensive benchmarking analysis of the City's energy and water usage and greenhouse gas emissions for all city municipal buildings and increasing the contract in an amount not to exceed \\$20,000. \(Christina Fernandez, Chief Sustainability Officer\)](#)
- 6a. [Resolution approving a Third Amendment to the Consulting Services Agreement with Raimi + Associates expanding the scope of work to include a comprehensive benchmarking analysis of the City's energy and water usage and greenhouse gas emissions for all City owned buildings and increasing the contract in an amount not-to-exceed \\$20,000.](#)
7. [Report regarding a resolution authorizing the City Manager to execute a second Sublease Agreement with Milk Tea Lab to extend the lease at 630 El Camino Real for five years, with an additional five year extension. \(Mike Lappen, Economic Development Coordinator\)](#)
- 7a. [Resolution authorizing the City Manager to execute a Sublease Agreement for the commercial space located at 630 El Camino Real \(Suite A\) in South San Francisco for the purposes of continuing an existing commercial use \(Milk Tea Lab\).](#)
8. [Report regarding a resolution authorizing the acceptance of \\$30,250 from the California State Library to support Project Read through the Family Literacy Services \(FLS\) program and amending the Library Department's Fiscal Year 2021 - 2022 Operating Budget and approving Budget Amendment 22.020 \(Valerie Sommer, Library Director\)](#)
- 8a. [Resolution authorizing the acceptance of \\$30,250 from the California State Library to support Project Read through the Family Literacy Services \(FLS\) program and amending the Library Department's Fiscal Year 2021 - 2022 Operating Budget and approving Budget Amendment 22.020](#)
9. [Report regarding a resolution approving the change of administrator for the Medical After Retirement Account \("MARA"\) Plan to Educators Benefit Consultants, LLC d/b/a Aviben \("Aviben" or "EBC"\) and authorizing the City Manager to execute the necessary plan documents to effect this change \(Leah Lockhart, Human Resources Director\)](#)

- 9a. A Resolution Approving the Change of Administrator for the Medical After Retirement Account (“MARA”) Plan to Educators Benefit Consultants, LLC d/b/a Aviben (“Aviben” or “EBC”) and Authorizing the City Manager to Execute the Necessary Plan Documents to Effect this Change
- 10. Report regarding a resolution approving and executing the Second Amendment to and Restatement of the Joint Powers Agreement Establishing the Peninsula Traffic Congestion Relief Alliance (Ashley Crociani, Policy Analyst)
- 10a. Resolution of the City of South San Francisco approving the Second Amendment to and Restatement of the Joint Powers Agreement Establishing the Peninsula Traffic Congestion Relief Alliance and authorizing execution of same.
- 11. Report regarding a resolution determining the continued existence of an emergency and the need to continue emergency repairs in response to the Sign Hill Diamond Fire. (Greg Mediati, Deputy Director of Parks and Recreation)
- 11a. Resolution determining the continued existence of an emergency and authorizing procurement for emergency remediation work relating to fire damage on Sign Hill in South San Francisco.
- 12. Report regarding adoption of a resolution approving MidPen Housing Corporation’s recapitalization and renovation plans for the Greenridge and Willow Gardens affordable housing communities, designate reimbursed property tax payments for reinvestment into the project, and authorize the City Manager to execute agreements and loan documents necessary to consummate such loan and fee payments on behalf of the City of South San Francisco. (Deanna Talavera, Management Analyst II)
- 12a. Resolution approving MidPen Housing Corporation’s recapitalization and renovation plans for the Greenridge and Willow Gardens affordable housing communities, designate reimbursed property tax payments that would otherwise be paid to the City in the form of residual receipt payments to be reinvested into the project, and authorize the City Manager to execute agreements and loan documents necessary to consummate such loan and fee payments on behalf of the City of South San Francisco.
- 13. Staff report regarding adoption of a resolution authorizing the City Manager to send a letter in response to the San Mateo County Grand Jury study, “San Mateo County: California’s Ground Zero for Sea Level Rise.” (Christina Fernandez, Chief Sustainability Officer)

- 13a. [Resolution approving and authorizing the City Manager to sign the response to the San Mateo County Grand Jury Report titled “San Mateo County: California’s Ground Zero for Sea Level Rise.”](#)
14. [Report regarding a resolution awarding a construction contract to “O K Construction” of Antelope, California for tenant improvements needed at the City-leased facility at 366 Grand Avenue \(Project No.102203; Bid No. 2659\) in an amount not to exceed \\$210,550.00 and authorizing a total construction budget of \\$260,550.00. \(Nell Selander, Interim Director Economic & Community Development, and Ernesto Lucero, Economic Development Coordinator\)](#)
- 14a. [Resolution awarding a construction contract to “O K Construction” of Antelope, California for tenant improvements needed at the City-leased facility at 366 Grand Avenue \(Project No.102203; Bid No. 2659\) in an amount not to exceed \\$210,550.00 and authorizing a total construction budget of \\$260,550.00.](#)

ADMINISTRATIVE BUSINESS

15. [Report regarding a resolution approving a consulting services agreement for Construction Management Services with Swinerton Management & Consulting of San Francisco, California for the Orange Memorial Park Sports Field Renovation \(Project No. pk1402\) in an amount not to exceed \\$377,690. \(Philip Vitale, Deputy Director of Capital Projects\)](#)
- 15a. [Resolution approving a consulting services agreement for Construction Management Services with Swinerton Management & Consulting of San Francisco, California for the Orange Memorial Park Sports Field Renovation \(Project No. pk1402\) in an amount not to exceed \\$377,690.](#)
16. [Report regarding a resolution approving the third amendment to the Purchase and Sale Agreement and Joint Escrow Instructions for the property located at 432 Baden Avenue and a resolution approving Budget Amendment #22.230 for a \\$4,050,000 loan from Commercial Linkage Fee Funds to For the Future Housing, Inc. for the acquisition of 428 and 432 Baden Avenue. \(Julie Barnard, Acting Deputy Director of Economic Development and Housing\)](#)
- 16a. [Resolution approving a Third Amendment to the Purchase and Sale Agreement for the property located at 432 Baden Avenue assigning the Agreement from Baden Development LLC to For the Future Housing, Inc.; modifying the development at 428 and 432 Baden Avenue to a fully-affordable housing project; amending the time for Close of Escrow; and authorizing the City Manager to execute the amendment.](#)

- 16b. [Resolution approving Budget Amendment #22.023 for a \\$4,050,000 loan from Commercial Linkage Fee Funds to For the Future Housing, Inc. for the acquisition of 428 and 432 Baden Avenue.](#)
17. [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 sale or transfer. \(Eunejune Kim, Director of Public Works and David Bockhaus, Deputy Director of Public Works\)](#)
- 17a. [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 sale or transfer](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

18. [Proposed letter to the County of San Mateo District Lines Advisory Commission requesting that South San Francisco be designated in its entirety within a single Supervisorial District. \(Mark Addiego, Mayor\)](#)

ADJOURNMENT