



MINUTES
REGULAR MEETING
MEASURE W CITIZENS'
OVERSIGHT COMMITTEE

OF THE
CITY OF SOUTH SAN FRANCISCO
P.O. Box 711 (City Hall, 400 Grand Avenue)
South San Francisco, California 94083

Meeting to be held at:

CITY HALL
CITY MANAGER'S CONFERENCE ROOM
400 GRAND AVENUE
SOUTH SAN FRANCISCO, CA

WEDNESDAY, FEBRUARY 6, 2019
6:30 p.m.

Call to Order.

Time: 6:31 p.m.

Roll Call.

PRESENT: Chair William Zemke, Vice Chair Christine Wong,
Committee Members Mike Brosnan and Luis Alberto Fernandez De Paz.

ABSENT: Committee Member Herman Alcalde

PUBLIC COMMENTS

None.

MATTERS FOR CONSIDERATION

1. Motion to approve the Minutes from the meeting of December 5, 2018.

Vice Chair Wong questioned minute note consistency.

In response to Vice Chair Wong, Assistant City Manager Marian Lee stated that the committee meetings are shifting to a shorter version of the minutes accompanied by a recording.

MOTION

Committee Member Mike Brosnan moved and Vice Chair Wong seconded a motion to approve the minutes. The motion carried unanimously.

2. Report regarding the Community Civic Campus quarterly update for Quarter 2 Fiscal Year 2018-19. (Marian Lee, Assistant City Manager)

Assistant City Manager Marian Lee and Kitchell Program Manager Dolores Montenegro presented on program management and schematic design and answered questions from the Committee Members.

Assistant City Manager Lee summarized prior meeting and progress made, including agreements and resolutions to previously address issues. Referencing Attachment 3, a little more than \$700,000.00 has been spent this quarter, most on schematic design. On the last page of the same attachment is the list of active contracts.

Chair Zemke questioned how the City will manage neighborhood parking.

In response to Chair Zemke, Assistant City Manager Lee discussed the plan to come up with a parking management strategy when schematic design is completed.

Assistant City Manager Lee discussed the change in building design due to PG&E, BART, and SFPUC Water Easement and grants to fund the 80ft x 120ft turf sized for casual play and playground.

Council member Brosnan raised concerns regarding traffic.

Assistant City Manager Lee acknowledged concerns and need for community meetings and discussed vehicle circulation and foot traffic.

Assistant City Manager Lee discussed area plan, time line and key dates.

3. Report transmitting Measure W Fiscal Year 2018-19 financial reports as of December 31, 2018. (Justin Lovell, Acting Financial Services Manager)

Acting Financial Services Manager Justin Lovell will be taking the place for Richard Lee.

Acting Financial Services Manager Lovell presented the report, including; Revenue Detail, Amended Budget for the Expenditures, Project Expenses Allocated, Additional Project Detail, Balance Sheet, and a Summary/Life to Date as requested.

Chair Zemke questioned bonding.

In response to Chair Zemke, Acting Financial Services Manager explained the project schedule.

Vice Chair Wong questioned numbers on Attachment 6.

Acting Financial Services Manager Lovell indicated that he would double check. Assistant City Manager Lee explained that Attachment 6 does not include paving and suggested working on formatting.

Acting Financial Services Manager Lovell will provide a more detailed, life to date report.

Committee discussed bonding and fund raising.

ADJOURNMENT

At 7:46 p.m., Chair Zemke adjourned the meeting.

Submitted by:

Approved by:

Amanda Parker, Administrative Assistant II
City of South San Francisco

William Zemke, Chairman
City of South San Francisco