



MINUTES OF THE REGULAR MEETING OF THE CITY OF SOUTH SAN FRANCISCO GENERAL PLAN UPDATE COMMUNITY ADVISORY COMMITTEE

Meeting held at:

**GRAND AVENUE LIBRARY MEETING ROOM
306 WALNUT AVENUE
SOUTH SAN FRANCISCO, CA 94080**

**Wednesday, January 30, 2019
6:30 p.m.**

1. Call to Order

Meeting called to order at 6:30 p.m.

2. Roll Call

PRESENT: Roderick Bovee, Kristy Camacho, Robert Cavalieri,
Nicholas Maiden, Julie Ann Murphy, Sam Shihadeh, Steven Yee, Bill
Zemke, Rehman Baig (Alternate)

ABSENT: None

3. Agenda Review

4. Oral Communications (Public Participation) None.

5. Welcome remarks by Assistant City Manager, Marian Lee

Marian Lee, Assistant City Manager, welcomed Committee members and noted her thoughts on high quality committee membership. She anticipates the Committee involvement in the process to be at least two-years. Tony Rozzi, Principal Planner, noted the project will involve a robust community outreach effort throughout the process.

6. Project Purpose and Team Organization

Assistant City Manager Lee noted that the Committee is advisory to the City Council and the project team. She reviewed staff's roles, noting the City Manager's office is leading the effort. The General Plan is a wide ranging document that reaches all city departments and functions.

a. Status of RFP/Consultant Selection Process

Lisa Costa Sanders, Planning Consultant, provided an overview of the RFP outreach and consultant selection process.

7. Review of laws pertaining to Committee, City Attorney's Office

Naree Chan, Assistant City Attorney, provided an overview of the legal requirements pertaining to

the Committee. She noted that all Committee meetings will be open to the public.

a. Consideration of Committee Bylaws for Adoption

Assistant City Attorney Chan provided an overview of the Bylaws.

MOTION

Committee Member Bill Zemke moved and Committee Member Steven Yee seconded a motion to adopt the Bylaws. The motion carried unanimously.

8. Committee Organization

a. Purpose and Role of Committee

Assistant City Manager Lee reviewed the role of the Committee as advisory to the City Council, staff and consultant team.

b. Committee Member Selection Update/Introductions

Assistant City Manager Lee noted that one appointed member has resigned, and alternate Rehman Baig will serve as a Committee member. The Council will be appointing two large business representatives and the School District will appoint one representative to the Committee.

c. Committee volunteers (2) to observe Consultant interviews

Committee Members Zemke and Yee volunteered to observe the consultant interviews.

d. Selection of regular meeting time

There was Committee consensus to meet on the second Tuesday of each month at 7:00 p.m.

9. Committee member comments – none

10. Staff comments – none

11. Adjournment The meeting adjourned at 8:00 p.m.