



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

**Meeting held at:**

**CITY MANAGER CONFERENCE ROOM  
400 GRAND AVENUE  
SOUTH SAN FRANCISCO, CA 94080**

**Tuesday, May 14, 2019  
7:00 p.m.**

**1. Call to Order**

Meeting called to order at 7:00 p.m.

**2. Roll Call**

COMMITTEE PRESENT: Rehman Baig, Roderick Bovee, Kristy Camacho, Nicholas Maiden, Sophie Martin, Patricia Murray, Julie Ann Murphy, Sam Shihadeh, John Skerry, Steven Yee, Bill Zemke

ALTERNATE PRESENT: Courtney McCrane, Alan Wong

ABSENT: Robert Cavalieri

**3. Agenda Review**

**4. Oral Communications (Public Participation) None.**

**5. Staff Comments**

Lisa Costa Sanders, Planning Consultant, provided an update on activity since the last Committee meeting, noting the City Council awarded a contract to the team of Raimi + Associates to prepare the General Plan and Zoning Code update, and all Committee members have now been appointed to the Community Advisory Committee.

**6. Committee Organization**

**a. Committee Member Introductions**

Committee members, Staff and consultants introduced themselves.

**b. Consideration of Revised Committee Bylaws for Adoption**

Planning Consultant Costa Sanders noted the changes since the Committee adopted the Bylaws including removing the requirement for Committee members to submit a Form 700 as determined by the City Attorney and establishing the positions of Chair and Vice-Chair as optional.

## **MOTION**

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

### **c. Roles and Responsibilities**

Marian Lee, Assistant City Manager, provided an overview of the Committee's roles and responsibilities noting that she will facilitate the meetings with Staff and/or Raimi team presenting reports. The Committee can establish a Chair if/when needed. Committee Member Yee asked about the length of meetings. Staff responded to generally expect 1.5 hour meetings.

### **7. Overview of General Plan and Zoning Code**

Billy Gross, Senior Planner, distributed binders with copies of the City's current General Plan and provided an overview of the General Plan. He responded to Committee questions.

### **8. Overview of Engagement Process**

Eric Yurkovich, Raimi + Associates (R+A) Representative, provided an overview of the community engagement process and the General Plan update process. He responded to Committee questions

### **9. Discussion of Opportunities and Challenges**

R+A Representative Yurkovich led the Committee on a discussion of opportunities and challenges facing the city.

### **10. Committee Member Comments**

Committee Member Yee asked where to direct community members to with questions and asked if a project fact sheet will be prepared. Staff responded that the City's current website contains project information and a project website will be prepared shortly.

### **11. Staff comments**

Assistant City Manager Lee requested the Committee be a solid pillar of facts for the community.

### **12. Adjournment**

The meeting adjourned at 8:36 p.m. The next meeting is scheduled for June 11, 2019 at 7:00 p.m.