

# City of South San Francisco

P.O. Box 711  
South San Francisco, CA



## Regular Meeting Agenda

Wednesday, May 10, 2023

6:00 PM

**Municipal Services Building, Council Chambers**  
**33 Arroyo Drive, South San Francisco, CA**

### City Council

**BUENAFLOR NICOLAS, Mayor (District 3)**  
**MARK NAGALES, Vice Mayor (District 2)**  
**MARK ADDIEGO, Councilmember (District 1)**  
**JAMES COLEMAN, Councilmember (District 4)**  
**EDDIE FLORES, Councilmember (District 5)**  
**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):**

- 1) Local cable channel: Astound, Channel 26, Comcast, Channel 27, or AT&T, Channel 99
- 2) <https://www.ssf.net/government/city-council/video-streaming-city-and-council-meetings/city-council>

**ZOOM LINK BELOW -NO REGISTRATION REQUIRED**

Join Zoom meeting: <https://ssf-net.zoom.us/j/88636346631>(Enter your email and name)

Webinar ID: 886 3634 6631 Join by Telephone: +1 669 900 6833

Teleconference participation is offered in the meeting via Zoom as a courtesy to the public. If no members of the City Council are attending the meeting via teleconference, and a technical error or outage occurs on the teleconference feed, the City Council will continue the meeting in public in the Council Chambers.

**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 4:00 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**

1. By Zoom: 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.
2. By Phone: Enter the conference ID found on the agenda. When the Clerk calls for the item on which you wish to speak, Click \*9 to raise a hand to speak. Click \*6 to unmute when called.
3. In Person: 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.

**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](mailto: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](mailto:all-cc@ssf.net), 72-hours before the meeting.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA REVIEW

ANNOUNCEMENTS FROM STAFF

PRESENTATIONS

1. [Proclamation recognizing May as Mental Health Awareness Month. \(Flor Nicolas, Mayor\)](#)
2. [Proclamation recognizing May as Asian American, Native Hawaiian, and Pacific Islander Heritage Month. \(Flor Nicolas, Mayor\)](#)
3. [Presentation regarding the one year anniversary of the South San Francisco Promotores Program \(Tamiko Huey, Management Analyst II\)](#)
4. [Presentation celebrating the Sister to Sister program. \(Flor Nicolas, Mayor\)](#)

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 4:00 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.*

COUNCIL COMMENTS/REQUESTS

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.*

5. [Motion to approve the Minutes for the meeting of April 26, 2023.](#)
6. [Motion to accept the construction improvements of the 2022 West of 101 Pavement Rehabilitation Projects \(Angel Torres, Senior Civil Engineer\).](#)
7. [Motion to accept the construction improvements of the Water Quality Control Plant \(WQCP\) Secondary Clarifiers No. 1 and No. 2 Rehabilitation Project \(Project No. ss1703\) as complete in accordance with plans and specifications \(Total Construction Cost \\$4,154,104.56\) \(Brian Schumacker, Water Quality Control Plant Superintendent/Project Manager\)](#)
8. [Report regarding a resolution accepting \\$14,255 from the South San Francisco Friends of the Library to support Library programs, collections and supplies, and approving Budget Amendment 23.068. \(Valerie Sommer, Library Director\)](#)
- 8a. [Resolution accepting \\$14,255 from the South San Francisco Friends of the Library to support Library programs, collections and supplies, and approving Budget Amendment 23.068.](#)
9. [Report regarding a resolution authorizing the acceptance of \\$25,000 in grant funding from the Woodlawn Foundation to support Gene Mullin Community Learning Center's after-school and summer homework program and amending the Library Department's Fiscal Year 2022-2023 Operating Budget via Budget Amendment 23.069. \(Valerie Sommer, Library Director\)](#)
- 9a. [Resolution authorizing the acceptance of \\$25,000 in grant funding from the Woodlawn Foundation to support Gene Mullin Community Learning Center's after-school and summer homework program and amending the Library Department's Fiscal Year 2022-2023 Operating Budget via Budget Amendment 23.069.](#)

PUBLIC HEARING

10. [Report regarding holding a public hearing on the City of South San Francisco's 2023-2027 Five-Year Consolidated Plan and 2023-2024 Annual Action Plan for the Community Development Block Grant Program and consideration of adoption a resolution: 1\) approving the City's 2023-2027 Five-Year Consolidated Plan and 2023-2024 Annual Action Plan; 2\) authorizing submittal of the plans and all other required documents to the United States Department of Housing and Urban Development; 3\) accepting funds from all sources and approving appropriation of CDBG and HOME Administrative fund expenditures as detailed in Attachment 1 for the 2023-2024 CDBG operating budget; 4\) authorizing the City Manager to execute all documents and certifications necessary to secure and award the CDBG and HOME Administrative funds for the City; and 5\) approving appropriation of \\$101,050 from the Housing Trust Fund for the 2023-2024 operating budget to support nonprofit organizations that provide homeless prevention program for South San Francisco residents. \(Heather Ruiz, Management Analyst II\)](#)
- 10a. [Resolution approving the City of South San Francisco's 2023-2027 Five-Year Consolidated Plan and 2023-2024 Annual Action Plan for the Community Development Block Grant Program and authorizing its submittal and all other required documents to the U.S. Department of Housing and Urban Development; accepting funds from all sources and approving appropriation of CDBG and HOME Administrative Fund expenditures as detailed in Attachment 1 of the staff report for the 2023-2024 CDBG operating budget; authorizing the City Manager to execute all documents and certifications necessary to secure and award the CDBG and HOME Administrative Funds for the City; and approving an appropriation of \\$101,050 from the Housing Trust Fund for the 2023-2024 operating budget to support non-profit organizations that provide homeless prevention programs for South San Francisco residents.](#)

ADMINISTRATIVE BUSINESS

11. [Presentation regarding the final report for the South San Francisco Guaranteed Income Pilot Program. \(Nell Selander, Economic and Community Development Director, and Danielle Thoe, Housing Manager\)](#)
12. [Report regarding a resolution accepting the Single Audit report for Fiscal Year 2021-22 \(Karen Chang, Finance Director\)](#)
- 12a. [Resolution accepting the Single Audit Report for Fiscal Year 2021-22](#)

13. [Report regarding a resolution authorizing the filing of an application for MTC funding, approving budget amendment and CIP project number, and setting local commitments for the One Bay Area Grant 3 \(OBAG 3\) School Street/Spruce Avenue and Hillside Boulevard Safety and Access Improvements Project. \(Angel Torres, Senior Civil Engineer\)](#)
- 13a. [Resolution authorizing the filing of an application for funding assigned to the Metropolitan Transportation Commission \(MTC\) for Three Million, One Hundred Twenty Eight Thousand Dollars \(\\$3,128,000\); approving Budget Amendment #23.070, creating CIP project No. st2305 and the commitment of any necessary local matching funds; and stating assurance to complete the OBAG 3 School St/Spruce Ave and Hillside Blvd Safety and Access Improvements Project.](#)
- 13b. [Resolution of the City Council of the City of South San Francisco to Comply with State Housing Laws per OBAG 3 Grant Requirements.](#)
14. [Report regarding a resolution approving a reimbursement agreement with the Town of Colma for the construction of street improvements along Hillside Boulevard street improvement project and increasing project contingency budget. \(Jeffrey Chou, Senior Civil Engineer\)](#)
- 14a. [Resolution to approve a Reimbursement Agreement with the Town of Colma for the construction of street improvements along Hillside Blvd between Lawndale Blvd and Serramonte Blvd for an amount of \\$322,966.00 and to increase the Hillside Boulevard Road Diet Improvements Project's \(No. tr1906\) Construction Contract's contingency by the Reimbursement Agreement amount.](#)
15. [Report regarding a resolution accepting a grant award in the amount of \\$450,000 from the San Mateo County Transportation Authority \(TA\), authorizing the City Manager to execute a funding agreement with the TA and approve Budget Amendment #23.061 to add \\$655,000 for the Junipero Serra Boulevard and Westborough Boulevard Pedestrian and Bicycle Connectivity and Safety Project Feasibility Study \(st2301\). \(Lawrence Henriquez, Senior Civil Engineer\)](#)
- 15a. [Resolution accepting a grant award in the amount of \\$450,000 from the San Mateo County Transportation Authority \(TA\), authorizing the City Manager to execute a funding agreement with the TA and approving Budget Amendment #23.061 to add \\$655,000 for the Junipero Serra Boulevard and Westborough Boulevard Pedestrian and Bicycle Connectivity and Safety Project Feasibility Study.](#)

16. [Report regarding a resolution approving the provision of an extended learning summer program offered by the City of South San Francisco for students enrolled in the South San Francisco Unified School District's Big Lift Summer School program at Spruce Elementary School, and amending the Parks and Recreation Department's Fiscal Year 2022-2023 and 2023-2024 Operating Budget pursuant to budget amendment #23.071. \(Angela Duldulao, Deputy Director of Parks and Recreation\)](#)
- 16a. [Resolution approving the provision of an extended learning summer program offered by the City of South San Francisco for students enrolled in the South San Francisco Unified School District's Big Lift Inspiring Summers \(BLIS\) at Spruce Elementary School, and amending the Parks and Recreation Department's Fiscal Year 2022-2023 and 2023-2024 Operating Budget pursuant to budget amendment #23.071.](#)
17. [Report regarding a resolution approving Budget Amendment Number 23.063, accepting a \\$1 million grant for the Economic Advancement Center provided by California Assembly Bill 179 and administered through the California Governor's Office of Business and Economic Development, and appropriating the funds in the Economic & Community Development Department's operating budget. \(Ernesto Lucero, Economic Development Manager\)](#)
- 17a. [Resolution approving Budget Amendment Number 23.063, accepting a \\$1 million grant for the Economic Advancement Center provided by California Assembly Bill 179 and administered through the California Governor's Office of Business and Economic Development, and appropriating the funds in the Economic & Community Development Department's operating budget.](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

18. [City Selection Committee Proxy Designee for the May 25, 2023 meeting. \(Flor Nicolas, Mayor\)](#)

ADJOURNMENT