

City of South San Francisco

P.O. Box 711
South San Francisco, CA



Regular Meeting Agenda

Wednesday, December 14, 2016

7:00 PM

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

City Council

PEOPLE OF SOUTH SAN FRANCISCO

You are invited to offer your suggestions. In order that you may know our method of conducting Council business, we proceed as follows:

The regular meetings of the City Council are held on the second and fourth Wednesday of each month at 7:00 p.m. in the Municipal Services Building, Council Chambers, 33 Arroyo Drive, South San Francisco, California.

The City Clerk will read successively the items of business appearing on the Agenda. As she completes reading an item, it will be ready for Council action.

PRADEEP GUPTA, Mayor
LIZA NORMANDY, Vice Mayor
KARYL MATSUMOTO, Councilwoman
RICHARD A. GARBARINO, Councilman
MARK ADDIEGO, Councilman
FRANK RISSO, City Treasurer
KRISTA MARTINELLI, City Clerk
MIKE FUTRELL, City Manager
JASON ROSENBERG, City Attorney

PLEASE SILENCE CELL PHONES AND PAGERSHEARING ASSISTANCE EQUIPMENT AVAILABLE FOR USE BY THE HEARING IMPAIRED AT CITY
COUNCIL MEETINGS

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

PRESENTATIONS

1. [Presentation of the Free South City Shuttle. \(Justin Lovell, Public Works Administrator\)](#)
2. [Farmers' Market presentation by Jorge Vega and Sara Hiromoto. \(Leslie Arroyo, Communications Director\)](#)
3. [Presentation of New Employees. \(Mich Mercado, HR Manager\)](#)
4. [Presentation introducing an Adopt a Storm Drain Program by San Francisco State University for the City of South San Francisco. \(Justin Lovell, Public Works Administrator\)](#)

PUBLIC COMMENTS

For those wishing to address the City Council on any Agenda or non-agendized item, please complete a Speaker Card located at the entrance to the Council Chamber's and submit it to the City Clerk. Please be sure to indicate the Agenda Item # you wish to address or the topic of your public comment. California law prevents the City Council from taking action on any item not on the Agenda (except in emergency circumstances). Your question or problem may be referred to staff for investigation and/or action where appropriate or the matter may be placed on a future Agenda for more comprehensive action or a report. 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.

COUNCIL COMMENTS/REQUESTS

PUBLIC HEARING

5. [Report regarding an ordinance amending the South San Francisco Municipal Code Chapter 20.360 as well as sections 6.90.080, 10.36.178, 20.220.011, 20.230.009, 20.240.012, 20.240.013, 20.350.023, 20.340.003, 20.350.028, 20.350.030, 20.350.034, and 20.450.005 to refine, clarify, and correct regulations as they relate to signs and signage in the City. \(Billy Gross, Senior Planner\)](#)
- 5a. [Ordinance amending Chapter 20.360 and Sections 6.90.080, 10.36.178, 20.220.011, 20.230.009, 20.240.012, 20.240.013, 20.340.003, 20.350.023, 20.350.028, 20.350.030, 20.350.034, and 20.450.005 of the South San Francisco Municipal Code pertaining to the regulation of Signs.](#)

ADMINISTRATIVE BUSINESS

6. [Report regarding resolution amending the Fiscal Year 2016-17 Position Budget, authorizing the addition of a Financial Services Manager in the Finance Department. \(Richard Lee, Director of Finance\)](#)
- 6a. [Resolution amending the FY 2016-17 position budget, authorizing the addition of a Financial Services Manager in the Finance Department.](#)
7. [Report regarding a resolution authorizing the City Manager to execute a Consulting Services Agreement with Michael Baker International of Oakland, California, in an amount not to exceed \\$115,788 for environmental analysis and master planning revisions to the El Camino Real/Chestnut Avenue Area Plan. \(Tony Rozzi, Senior Planner\)](#)
- 7a. [Resolution authorizing the City Manager to execute a consulting services agreement with Michael Baker International of Oakland, California, in an amount not to exceed \\$115,788 for environmental analysis and master planning revisions to the El Camino Real/Chestnut Avenue Area Plan.](#)
8. [Report regarding a resolution approving a Third Amendment to the existing consulting services agreement with Swinerton Management & Consulting for additional program management services for the City of South San Francisco's Capital Improvement Program, in an amount not to exceed \\$599,730. \(Sam Bautista, Principal Engineer\)](#)
- 8a. [Resolution approving a Third Amendment to the existing consulting services agreement with Swinerton Management & Consulting for additional program management services for the City of South San Francisco's Capital Improvement Program, in an amount not to exceed \\$599,730.](#)

CONSENT CALENDAR

9. [Motion to approve the minutes from the meetings of November 2, 2016, November 9, 2016, November 30, 2016 and December 6, 2016.](#)
10. [Motion confirming payment registers for December 14, 2016. \(Richard Lee, Finance\)](#)
11. [Report regarding a resolution adopting the 2016 update to the San Mateo County Hazard Mitigation Plan and the South San Francisco Annex. \(Ken Anderson, Sr., Emergency Services Manager\)](#)
- 11a. [Resolution adopting the 2016 update to the San Mateo County Hazard Mitigation Plan and the South San Francisco Annex.](#)
12. [Report regarding a motion to accept the Sanitary Sewer Rehabilitation and the Littlefield Sanitary Sewer Repair/Upgrade projects with a total construction cost of \\$1,584,539 as complete in accordance with the plans and specifications. \(Sam Bautista, Principal Engineer\)](#)
13. [Report regarding a resolution rejecting all bids for the Sign Hill Generator Replacement Project No. pf1506. \(Sam Bautista, Principal Engineer and Scott Christie, Swinerton Management and Consulting\)](#)
- 13a. [Resolution rejecting all bids for the Sign Hill Generator Replacement Project No. pf1506.](#)
14. [Report regarding a motion to accept the Gateway Assessment Improvement Project as complete in accordance with plans and specifications with a total construction cost of \\$639,470. \(Sam Bautista, Principal Engineer and Robert Hahn, Senior Civil Engineer\)](#)
15. [Report regarding a resolution revising the Measure W Citizens' Oversight Committee bylaws and confirmation of appointment of Luis Alberto Fernandez De Paz as an ex-officio non-voting alternate member of the Measure W Citizens' Oversight Committee. \(Richard Lee, Finance Director\).](#)
- 15a. [Resolution revising the Measure W Citizens' Oversight Committee bylaws.](#)
- 15b. [Motion to confirm appointment of Luis Alberto Fernandez De Paz as an ex-officio non-voting alternate member of the Measure W Citizens' Oversight Committee.](#)
16. [Report regarding a resolution authorizing the acceptance of \\$9,000 in grant funding from United Way of the Bay Area to support the Volunteer Income Tax Assistance program at Project Read and amending the Library Department's Fiscal Year 2016-2017 Operating Budget. \(Valerie Sommer, Library Director\)](#)

- 16a. [Resolution authorizing the acceptance of \\$9,000 in grant funding from United Way of The Bay Area to support the Volunteer Income Tax Assistance program at Project Read and amending the Library Department's Fiscal Year 2016-2017 Operating Budget.](#)
17. [Report regarding a resolution amending the salary schedule effective December 30, 2016, to reflect the increase in the California minimum wage effective January 1, 2017, and to amend the succeeding salary schedules to comply with the California minimum wages as a result of California Senate Bill 3. \(Mich Mercado\)](#)
- 17a. [Resolution amending the salary schedule effective December 30, 2016, to reflect the increase in the California minimum wage effective January 1, 2017, and to amend the succeeding salary schedules to comply with the California minimum wages as a result of California Senate Bill 3.](#)
18. [Staff report regarding a resolution authorizing the City Manager to execute a consulting services agreement with The Swenson Group to purchase 13 copiers for \\$107,341 and provide three-years of maintenance service for all new and existing copiers at \\$5,000 per month for a three-year period. \(Tony Barrera, IT Manager\)](#)
- 18a. [Resolution approving a Consulting Services Agreement with The Swenson Group to purchase 13 copiers for \\$107,341 and provide maintenance all new and existing copiers at \\$5,000 per month for a three year period and authorizing the City Manager to execute said contract.](#)
19. [Cancellation of the Regular City Council Meeting of December 28, 2016. \(Mike Futrell, City Manager\)](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

20. [San Mateo County City Selection Committee appointments.](#)

ADJOURNMENT