



ANNUAL ACTION PLAN

PROGRAM YEAR 2021-2022

Lead Agency:

City of South San Francisco

Economic and Community Development Department

Prepared by:

Economic Development and Housing Division

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The U.S. Department of Housing and Urban Development (HUD) requires the City of South San Francisco (City) to prepare an Annual Action Plan (Action Plan) in order to receive federal Community Development Block Grant (CDBG) funds. HUD Programs have three basic goals to assist extremely low, very-low, and low-income persons by:

- Providing decent and affordable housing;
- Providing a suitable living environment; and
- Expanding economic opportunities.

The City's Action Plan for fiscal year 2021-2022, in conjunction with its Five-Year Consolidated Plan (2018-2023), furthers these goals by assessing the housing and community development needs and resources of the City and outlines a strategy on how it plans to address those needs. The City is also a participating jurisdiction in the San Mateo County HOME Consortium and therefore submits its federal application for funding as part of the HOME Consortium.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

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The City's Action Plan identifies the following needs and has developed goals and activities that address both the City's needs and further HUD's program goals:

Need: Affordable Housing

Goal: Increase, preserve, and improve the supply of affordable housing for extremely low- and moderate-income households.

Activities: The City will use CDBG funds for housing rehabilitation and minor home repair/accessibility

modification programs. Additionally, the City will continue to administer its existing First Time Homebuyer Loan Portfolio and Below Market Rate housing units.

Need: Public Services

Goal: Provide public services to improve the quality of life for low-income individuals and families, including those at risk of becoming homeless and special needs populations.

Activities: The City will allocate 15% of its annual entitlement grant and 15% of prior year program income to the following public services: Community Overcoming Relationship Abuse (CORA), IEP Collaborative, Friends for Youth, Ombudsman Services of San Mateo County, Rape Trauma Services Center, Samaritan House, and Star Vista.

Need: Public Facilities and Infrastructure Improvements

Goal: Preserve and improve public facilities that serve a high percentage of low income or special needs residents.

Activities: The City will use CDBG funds, when feasible, to make accessibility modifications to public facilities and to rehabilitate facilities with urgent needs in CDBG service areas. The public improvement projects will provide.

Need: Homeless Services and Housing

Goal: Provide service-enriched shelter and transitional housing for homeless families and individuals.

Activities: There is a significant need for emergency and transitional housing as well as case management with the growing homeless population in the region. With funds from the Housing Asset Fund, the City will provide funds to go towards shelter and supportive services through LifeMoves.

When feasible, the City plans to provide funds for rehabilitation and accessibility modifications to emergency and transitional housing. Should additional funds become available; the City will support additional operating costs for emergency and transitional housing. The City will provide CDBG funding under the public service category to Samaritan House and CORA. Samaritan House operates the Safe Harbor Shelter, which is a 90-bed homeless shelter located in South San Francisco that provides both emergency and transitional housing for homeless individuals. CORA provides emergency shelter for those seeking refuge from domestic violence or abuse. The City will also continue to work with the Homeless Outreach Team (HOT) to move the most difficult, long-term homeless individuals out of the Downtown area by placing them in emergency shelters and connecting them with County medical and rehabilitation services. This includes the City's participation in the HOT's Case Manager Group and Oversight Committee.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

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Last fiscal year, the City made efforts to improve the community by funding numerous non profit organizations that provided a wide variety of public services, which included senior services, youth services, homeless services, general social services, and disabled services. Additionally, CDBG funds were used to provide financial assistance to small businesses who were adversely impacted by the pandemic.

Beyond funding programs, the City also made efforts to increase coordination with other agencies and jurisdictions and to streamline processes. These efforts include collaboration with other jurisdictions and

San Mateo County in the HOME Consortium, participating in a region Assessment of Fair Housing, improving coordination with the Continuum of Care, and developing a response team to address homelessness. While the City is committed to increasing and preserving affordable housing in the community, it faced many challenges especially with rising housing and construction costs.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The citizen participation process for the FY 2021-22 Action Plan has been executed as follows: (See Section AP-12 Participation and Attachment C for additional information)

Public Hearings: The City conducted a Community Development Needs Assessment Public Hearing before the City Council on March 24, 2021, asking the public to comment on the housing, community, and economic development needs of the City. Ten public comments were received. Additionally, the City held a second public hearing on April 28, 2021 to make final funding allocations and to adopt this Action Plan. Four comments were received. Refer to the attachment with Public Notices and - Comments for the noticing provided for the meetings.

A 30-day Public Review: The Action Plan was made available for public review from March 29 through April 28, 2021.

Public Notices: Public Notices for the two hearings were published in the *San Mateo County Times* on and March 10, 2021 and March 26, 2021.

Online Outreach: The City noticed all the CDBG related public hearings through the City's website and Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG and Economic & Community Development listservs.

Public Meetings: The City held a public CDBG Subcommittee meeting on March 2, 2021. Public hearings were held on March 24, 2021 and April 28, 2021.

Pursuant to 24 CFR part 91.105, the City of South San Francisco is required to develop a Citizen Participation Plan (CPP). The purpose of the CPP is to encourage citizen participation, particularly

residents of predominantly low and moderate income neighborhoods, in the development of the City's Con Plan and Annual Action Plans, substantial amendments to these plans, and the Consolidated Annual Performance and Evaluation Report (CAPER). The City of South San Francisco recently revised its CPP in January to comply with the 30-day comment period required by HUD. This revised plan clearly incorporates all federal regulations and encourages citizen participation. In accordance with its CPP, the City made the following efforts to promote participation; supported the County's needs assessment survey, held a joint community input meeting and two public hearings, and had appropriate public review/comment periods. For further information regarding the City's citizen participation and consultation process, please see the 10 Consultation and AP-12 Citizen Participation sections of this plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The City received public comments at the Needs Assessment Hearing and Public Hearing on the draft Action Plan. Please see Attachmentvfor Public Notices and Public Comments documents.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted.

7. Summary

The City's Action Plan for fiscal year 2021-2022 furthers these goals by assessing the housing, community, and economic development needs and resources of the City and outlines a strategy on how it plans to address those needs. The City is also a participating jurisdiction in the San Mateo County HOME Consortium and therefore submits its federal application for funding as part of the HOME Consortium.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SOUTH SAN FRANCISCO	
CDBG Administrator	SOUTH SAN FRANCISCO	Economic Development and Housing (EDH) Division
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The City of South San Francisco’s Economic Development and Housing Division (EDH) under the Department of Economic and Community Development (ECD) is the lead public agency responsible for developing and implementing the City’s Consolidated Plan and Annual Action Plans. EDH administers the City’s Community Development Block Grant and HOME administrative funds. EDH is responsible for many of the activities and programs identified in the Consolidated Plan and this Action Plan including the City’s Housing Rehabilitation Program, program administration, and public improvement projects.

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of South San Francisco consulted with a wide variety of local non profit organizations, the Continuum of Care (CoC), the San Mateo County Housing Authority, the South San Francisco Housing Authority, the San Mateo County Department of Health, other City departments, the South San Francisco Downtown Task Force, and other community stakeholders in order to develop its current Five-Year Consolidated Plan. Further, many of the local non-profit organizations also produce reports concerning the needs of the demographic they serve; this information is also utilized in the plan development.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

During this Action Plan period, the City will work on strengthening its relationships with organizations that serve the public, especially low-income residents. Specific efforts will include:

- Work with the County of San Mateo and other entitlement jurisdictions to coordinate and streamline CDBG processes
- Participate in the San Mateo County HOME Consortium and provide representation on the County's Housing and Community Development Committee
- Work closely with non-profit social service providers, the County, other entitlement jurisdictions, the School District, and other community providers to coordinate the delivery of services to residents
- Fund non-profit organizations serving low-income residents
- Work with non-profit organizations and private developers to build and/or maintain affordable housing
- Work with the Continuum of Care (CoC) to better coordinate homeless services
- Work with the Homeless Outreach Team (HOT) to move the most difficult, long-term homeless individuals out of the Downtown area by placing them in shelters and connecting them with County medical and rehabilitation services. This includes the City's participation on the HOT Case Manager Group and Oversight Committee
- Continued efforts by the downtown bike patrol to connect the homeless to public services that are available to them
- Engage in local and state housing legislative updates

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City has a seat on the Continuum of Care (CoC) Steering Committee and is involved in all CoC decision-making. The CoC undertakes a wide range of efforts to meet the needs of homeless persons and those at risk of homelessness.

Chronically Homeless

The CoC has created multi-disciplinary, bilingual, Homeless Outreach Teams (HOT) to conduct intensive outreach with the chronically homeless throughout the County and to help them move into permanent housing. South San Francisco's HOT program was first implemented in FY 13-14, and continues annually. City staff, police, elected officials, County staff, and local service providers actively participate and meet regularly to provide updates to program members.

Families with Children

The CoC has developed a rapid re-housing program which provides short-term rental assistance plus case management to homeless families. The San Mateo County Human Services Agency has also provided funding for a motel voucher program to assist families that are waiting to access shelter.

Veterans

The CoC is working with the Veterans Task Force, convened in 2012 by the County Board of Supervisors, to improve county-wide efforts to outreach to homeless and at-risk veterans, to assess their service and housing needs, to and help them access needed resources, including Veterans Affairs Supportive Housing vouchers and veterans' benefits. In 2017, the San Mateo County Veterans Fund was created to support the local veteran population.

Youth

CoC funds are provided to the County Mental Health Association to operate its Support and Advocacy for Youth in Transition Program, which provides case management and housing search/stabilization services to homeless youth. The San Mateo County Housing Authority also offers Family Unification Program Vouchers for youth leaving the foster care system.

System-Wide Objectives

The San Mateo County CoC 10 Year Housing Our People Effectively (HOPE) Plan (adopted in 2006) laid out the community's overall strategy for reducing and ending homelessness. Key accomplishments have included the creation and expansion of Homeless Outreach Teams (HOT), new funding sources for homelessness prevention, Homeless Connect events, and various other initiatives.

The 10-year plan has been succeeded by the Ending Homelessness Plan (adopted in July 2016). The plan aims to end homelessness in San Mateo County by 2020 through a strategic and coordinated approach using data-driven solutions. Some of these solutions include outreach, emergency shelters, transitional housing, rapid rehousing, and permanent supportive housing and homelessness prevention programs.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

As previously mentioned, the City has a seat on the CoC Steering Committee and meets on a quarterly basis to make decisions regarding the planning, funding, and operation of the CoC. Additionally, the City sits on the CoC Funding/Project Review Subcommittee, which reviews renewal and new projects seeking CoC funding. The City does not receive ESG funding as the County Department of Housing (DOH) is the only ESG recipient in the County. However, the City does have a designated seat on the DOH's Housing & Community Development Committee (HCDC), which advises the County Board of Supervisors on allocating County CDBG and HOME funding. Further, the City participates in the CoC's development of performance and evaluation standards along with the management of the Homeless Management Information System (HMIS).

System-Wide Performance Measurement

On an annual basis, the CoC Lead Agency, the San Mateo County Center on Homelessness (COH) compiles a report on how well the community is meeting the objectives set forth in the HOPE Plan. This includes an analysis of housing development data to track the creation of new units of affordable housing and an analysis of HMIS and Core Service Agency data to track the numbers of households receiving assistance. Additionally, the CoC's System Design Subcommittee is developing a set of system-wide performance measures that align with HEARTH and Opening Doors. This work includes developing a recommended methodology for measuring average length of homelessness that includes the time prior to program intake. The CoC's System Design Subcommittee will be researching possible methodologies for a more complete tracking of returns to homelessness, including any further HUD guidance if available.

Project-Level Performance Measurement

The COH regularly monitors all emergency shelter, transitional housing, outreach, supportive housing, rapid re-housing, and prevention programs, which includes site visits, analysis of spending rates, and a review of occupancy data. The monitoring process also includes a review of whether projects are meeting the CoC's project performance standards. In addition, the Project Performance Subcommittee works with the COH to conduct an annual assessment of how well projects are performing, identifies those projects that are underachieving, and recommends whether projects should be offered technical assistance or should be candidates for re-allocation of their CoC funds. Also, each project in the CoC receives an annual performance report detailing their results in meeting both HUD's and the CoC's established performance measures.

Homeless Management Information System (HMIS)

San Mateo County Human Services Agency, the designated HMIS Lead Agency, uses HMIS which incorporates the latest HUD published data standards and improves the ease of data input and data quality. Additionally, as described in the CoC's Governance Charter, on an annual basis the CoC will review, revise, and approve (as applicable) the privacy, security, and data quality plans for the HMIS. The CoC will also ensure consistent participation of sub recipients in the HMIS and ensure that the HMIS is administered in compliance with HMIS Data Standards.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	SAMARITAN HOUSE
	Agency/Group/Organization Type	Housing Services-homeless Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Samaritan House provided input on homeless needs through its participation in the City s Homeless Outreach Team and during the April 28, 2021 public hearings.
2	Agency/Group/Organization	LifeMoves
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Life Moves provided input on homeless needs through its participation in the City s Homeless Outreach Team and during the April 28, 2021 public hearings.

3	Agency/Group/Organization	The Salvation Army - South San Francisco
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Salvation Army provided input on homeless needs through its participation in the City's Homeless Outreach Team.
4	Agency/Group/Organization	San Mateo County Health System
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The San Mateo County Health System provided input on homeless needs through its participation in the City's Homeless Outreach Team.

5	Agency/Group/Organization	County of San Mateo Center on Homelessness
	Agency/Group/Organization Type	Services - Housing Other government - County Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The San Mateo County Center on Homelessness provided input on homeless needs through its participation in the City's Homeless Outreach Team.
6	Agency/Group/Organization	Youth Service Bureaus of the YMCA of San Francisco
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The YMCA Community Resource Center (which is operated by the Youth Service Bureaus) provided input on homeless needs through its participation in the City's Homeless Outreach Team and the City's Emergency Rental Assistance Program.
7	Agency/Group/Organization	PROJECT 90
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Substance Abuse
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Project 90 provided input on homeless needs through its participation in the City's Homeless Outreach Team.
8	Agency/Group/Organization	Rebuilding Together Peninsula
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rebuilding Together Peninsula provided input on housing needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing.

9	Agency/Group/Organization	El Concilio of San Mateo County
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	El Concilio of San Mateo County provided input on housing needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing.
10	Agency/Group/Organization	Community Overcoming Relationship Abuse
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CORA provided input on housing needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing.
11	Agency/Group/Organization	HIP HOUSING
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HIP Housing provided input on housing needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing
12	Agency/Group/Organization	Center for Independence of Individuals with Disabilities
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CID provided input on housing needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing.
13	Agency/Group/Organization	PROJECT SENTINEL
	Agency/Group/Organization Type	Services - Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Project Sentinel provided input on housing needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing.
14	Agency/Group/Organization	OMBUDSMAN SERVICES OF SAN MATEO COUNTY
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ombudsman provided input on housing needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing.
15	Agency/Group/Organization	FRIENDS FOR YOUTH, INC.
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Friends for Youth provided input on public service needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing

16	Agency/Group/Organization	RAPE TRAUMA SERVICES OF SAN MATEO COUNTY
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rape Trauma Services provided input on public service needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing.
17	Agency/Group/Organization	Star Vista
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	StarVista provided input on public service needs during the March 24, 2021 CDBG needs assessment public hearing and April 28, 2021 final public hearing.
18	Agency/Group/Organization	City of South San Francisco Information Technology Department
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Other government - Local
	What section of the Plan was addressed by Consultation?	Digital Divide
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City consulted with the SSF Information Technology Department regarding broadband services and narrowing the digital divide. The IT department has identified projects and services to narrow the digital divide and provide broad band services, citywide

19	Agency/Group/Organization	City of South San Francisco Public Works
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - Local
	What section of the Plan was addressed by Consultation?	Hazards Mitigation, resilience measures, flooding
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of South San Francisco Public Works department is consulted regularly for all resilience measure, resilience the management of flood prone areas, public land or water resources and emergency management as consistent with the ConPlan.

Identify any Agency Types not consulted and provide rationale for not consulting

All agency types were consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Continuum of Care (CoC) Steering Committee	The City has a seat on the Continuum of Care (CoC) Steering Committee and is involved in all CoC decision-making. The CoC undertakes a wide range of efforts to meet the needs of homeless persons and those at risk of homelessness.
Housing Our People Effectively 10 year Plan	San Mateo County Human Services Agency	The City has identified the need for homeless services and housing and has set a goal to provide service enriched shelter and transitional housing for homeless individuals. This goal overlaps with the goals of the HOPE Plan. Some of the HOPE Plan s goals are to increase homeless housing opportunities and to prevent and end homelessness by delivering flexible services.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Housing Element	City of South San Francisco	Short and Long term planning for housing needs at a range of prices and rents.
Plan Bay Area 2040 and the CASA Compact	The Association of Bay Area Governments Metropolitan Transportation Committee	Plan Bay Area is a regional blueprint that promotes compact, mixed use neighborhoods near transit. The CASA Compact is a set of policy recommendations to increase housing production for the region.

Table 3 - Other local / regional / federal planning efforts

Narrative

The City of South San Francisco, the County of San Mateo and the other entitlement jurisdictions (Daly City, San Mateo, and Redwood City) have developed a "CDBG Cohort" which meets regularly to enhance and streamline the CDBG process for both the jurisdictions and subrecipients. The CDBG Cohort collectively organizes community forums, requests for proposals, and joint monitoring of subrecipients.

Additionally, the CDBG Cohort has implemented the use of standardized applications, reporting, and reimbursement forms for subrecipients through a common online grant management system. The Cohort shares information regarding subrecipients and how to handle issues that may arise for the subrecipients such as reporting, invoicing, or actions needed to correct and track performance.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Pursuant to the City's Citizen Participation Plan, the following is a summary of the significant actions the City undertook in developing this Action Plan:

- **December 14, 2021 to January 14, 2021** CDBG/HOME Administrative Funds Renewal Application Available
- **January 14, 2021** Renewal Application Deadline
- **March 5, 2021** CDBG Subcommittee Meeting: Funding Recommendations
- **March 10, 2021** Public Notice of Community Needs Assessment Hearing was published in the San Mateo County Times
- **March 17, 2021** Public Notice of Availability of the City's FY 21 22 Annual Action Plan and Notice of Public Hearing published in the San Mateo County Times
- **March 24, 2021** Community Needs Assessment Public Hearing
- **March 26, 2021** Public Notice of Final Public Hearing was published in the San Mateo County Times
- **March 29, 2021** The City publicly noticed the Availability of the City's FY 21 22 Annual Action Plan and Notice of Public Hearing the City's website, Twitter, and Facebook page. The City also sent individual email notifications to the CDBG FY 20 21 applicants and the City's CDBG and Economic & Community Development listservs.
- **March 29 to April 28, 2021** 30-day public comment period on the City's 21 22 Annual Action Plan
- **April 28, 2021** Final funding allocations and Public Hearing on the adoption of the City's 21 22 Annual Action Plan
- **May 15, 2021** Deadline for submission of the City's FY 21 22 Annual Action Plan to HUD

The following are specific efforts made to broaden outreach and promote participation. These efforts to increase citizen participation helped establish and or reconfirm the City's housing and community development needs and were used as a basis for setting priorities. See Attachments for additional information.

- **Public Hearing on Community Needs:** On March 24, 2021, the City held a public hearing to receive comments on the City's housing and community development needs. A notice for the hearing was published in the San Mateo County Times on February 5, 2020. The City received 11 public comments.
- **Public Hearing on the Action Plan Adoption:** On April 28, 2021, the City held a public hearing to receive comments on and adopt the City's Action Plan. A notice for the hearing was published in the San Mateo County Times on March 10, 2021. The City received 8 public comments. In light of the recent COVID-19 pandemic, the City's public hearing was conducted via teleconference.
- **Online Outreach:** The City notified all of the CDBG related public hearings through the City's website and Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG and Economic & Community Development listservs.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
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1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p>	<p>On March 24, 2021, the City held a public hearing with the Mayor and City Council to receive public comments on the City's Housing and community development needs. A public notice for the hearing, written in English and Spanish, was published in the San Mateo County Times on March 10, 2021. The hearing was also noticed through the City's Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG</p>	<p>The City received 11 public comments. All of the comments received were in support of different non-profits seeking CDBG or HOME Administrative funding. The comments described the non-profits programs and their impact on the community while also thanking the City Council for their support. Further information regarding the comments is provided in Attachments.</p>	<p>All comments were accepted.</p>	<p>http://www.ssf.net/1937/CDBG-Notices</p>
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
			and Economic & Community Development listservs			
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	Published notices for public meetings/hearings were posted in the San Mateo County Times on March 10, 2021 and March 26, 2021.	No comments were received from the noticing. Comments were received at the noticed public meetings and hearings	All comments were accepted	See Attachment

3	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p>	<p>On April 28, 2021, the City held a public hearing with the Mayor and City Council to receive public comments on the City's Annual Action Plan. A public notice for the hearing, written in English and Spanish, was published in the San Mateo County Times on March 26, 2021. The hearing was also noticed through the City's website and Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG and Economic & Community</p>	<p>There were 8 comments received. All of the comments received were in support of different non-profits seeking CDBG or HOME Administrative funding. The comments described the nonprofits programs and their impact on the community while also thanking the City Council for their support. Further information regarding the comments is provided in Attachments.</p>	<p>All Comments Were Accepted</p>	<p>See Attachments</p>
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
			Development listservs			
4	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community	On March 17, 2020, a post informing the general public about the meeting date, time, and place was posted on Facebook from the South San Francisco Economic and Community Development Facebook Page.	No comments were received from the noticing. Comments were received at the noticed public meetings and hearings.	All Comments Were Accepted	See Attachments

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community	CBDG subrecipients and the City of South San Francisco's Economic and Community Development Department received an email on the details of the meeting on March 17, 2020. The email states to post in highly visible areas in order to get the word out that public comment was available for the CBDG from March 23 to April 22.	No comments were received from the noticing. Comments were received at the noticed public meetings and hearings.	All Comments Were Accepted	See Attachments

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Per the City's Citizen Participaation Plan, a substantial amendment is required when changes to the budget or program in excess of \$50,000 is required. The City is amending its FY20-21 Annual Action Plan to program \$140,000 in program income and prior year rollover to capital improvement projects aimed at bridging the digital divide in the City.

The City's FY 21-22 entitlement amount is \$508,064. The City's program income estimate is \$72,569. This gives the City a CDBG budget of approximately \$580,633 for FY 21-22. In addition, the City's estimates a HOME allocation of \$14,842 which provides the City with an overall budget of approximately \$595,475.

In addition to the City's yearly entitlement, as part of the Coronavirus Relief Bill (CARES Act), additional funding is also anticipated in the current

fiscal year to aid those affected by COVID 19. The City has received a total of \$864,878.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	508,064	72,569	0	580,633	0	The City of South San Francisco is an entitlement jurisdiction and therefore receives an annual CDBG grant allocation from HUD, the City also receives a variable amount of Program Income.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Leveraging CDBG funds continues to be a greater challenge with the dissolution of Redevelopment Agencies (RDA) statewide. In the past, CDBG funds were able to leverage significant amounts of RDA funding for housing and commercial projects. A reduction to CDBG entitlement amounts over the last few years have also required the City to cut funding to nearly half of the public service organizations. Overall, CDBG funding is insufficient to leverage significant funds and now can only be provided as a small match in attempt to secure what other non-federal funding might be available.

However, the City has been utilizing CDBG funding for smaller public right of way improvements that will ensure that the City is more

competitive in future years for Cap and Trade funding. These improvements include upgrading intersection crossing for pedestrian safety and making the downtown more pedestrian friendly and accessible.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Over the years, the City's RDA acquired several residential and commercial properties; however, with the dissolution of RDAs, the City is required to sell all its properties and return all proceeds to the State. Therefore, the City is in the process of selling these commercial properties. In the past few years, the City has been selling the smaller residential properties, which have been occupied by low-income households. The City's Housing Investment Plan has stipulated, however, that the proceeds received from the sale must be used to replace the unit somewhere else in the City. The City has not sold all of the residential properties, and still has six residential units that are being leased to low income households.

Discussion

CDBG funds have also helped improve city-owned properties that are used to provide services to low and moderate income or special needs residents such as parks, libraries, the boys and girls club, senior center and right of way improvements. CDBG funds do not subsidize, in any way, the operations of those city-owned facilities but have provided accessibility and non-routine maintenance improvements.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase, Maintain, & Improve Affordable Housing	2018	2022	Affordable Housing	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide	Affordable Housing	CDBG: \$184,750	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 37 Households Assisted
2	Provide Public Services to Improve Quality of Life	2018	2022	Non-Housing Community Development	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide	Public Services	CDBG: \$51,600	Public service activities other than Low/Moderate Income Housing Benefit: 899 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Support Service-Enriched Homeless Shelters	2018	2022	Homeless	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide	Homeless Services and Housing	CDBG: \$26,200	Homelessness Prevention: 96 Persons Assisted
4	Preserve and Improve Public Facilities	2018	2022	Non-Housing Community Development	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide	Public Facilities and Infrastructure Improvements	CDBG: \$205,379	Other: 1 Other
5	Economic Development	2019	2021	Non-Housing Community Development To prevent, prepare for and respond to the Coronavirus	Citywide	Economic Development Assistance		Businesses assisted: 10 Businesses Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase, Maintain, & Improve Affordable Housing
	Goal Description	For FY 20-21, the City will implement the following activities in order to meet this goal: housing rehabilitation, minor home repair, emergency home repair grants, debris box vouchers, and accessibility modification programs.
2	Goal Name	Provide Public Services to Improve Quality of Life
	Goal Description	For FY 2021 2022, the City will allocate 15 percent of its annual entitlement and 15 percent of its prior year program income to non-profit organizations that provide public services. The City anticipates serving 899 low to moderate-income residents in FY 2021 2022.
3	Goal Name	Support Service-Enriched Homeless Shelters
	Goal Description	There is a significant need for service enriched shelters and transitional housing for both homeless individuals and families as the City has experienced a significant increase in chronically homeless and transients, especially in the Downtown. The City will address this need by providing public service funds to Samaritan House and CORA.
4	Goal Name	Preserve and Improve Public Facilities
	Goal Description	<p>The substantial amendment to the 2020-2021 Annual Action Plan would provide \$140,000 of program income and rollover entitlement funds from previous years to enhance public facilities by providing internet access to residents that reside in the low-income census tract.</p> <p>Original: The City of South San Francisco may use these funds to support investments in predevelopment activities for infrastructure and public facilities. These predevelopment activities may be used to assemble sites for affordable housing or provide infrastructure that would benefit the community. At this time, the City is not committing funds towards a project.</p>

5	Goal Name	Economic Development
	Goal Description	Avoid job loss caused by business closures related to Corona Virus 2019 (COVID 19) and the social distancing regulations implemented by the State and Federal government. This project is specific to the COVID 19 pandemic.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City will implement the following projects:

Public Services

The City Partners with several organizations. During FY 2021 2022, the City will fund Friends for Youth, Rape Trauma Services Center, Star Vista, Ombudsman Services of San Mateo County, Inc., Community Overcoming Relationship Abuse, Samaritan House, Center for Independence of Individuals with Disabilities Housing Accessibility Modification Program, El Concilio Peninsula Minor Home Repair, Rebuilding Together Peninsula National Rebuilding Day, Rebuilding Together Peninsula Safe at Home

City-Sponsored Housing Rehabilitation Program

This program provides grants to low income families for housing alterations and repairs that correct code deficiencies and or improve the health and safety for homeowners and residents.

Public Improvement Projects

These funds may be used towards Public Improvements to City Facilities as well as within the Public Right of Way in low mod areas. The funds may support investments in predevelopment activities for infrastructure and public facilities. These predevelopment activities may be used to assemble sites for affordable housing or provide infrastructure that would benefit the community as a whole.

In addition, the City is exploring the idea of using the Section 108 Loan Program. The loan would provide a greater impact for capital improvement projects in low and moderate neighborhoods, especially since construction and acquisition costs have been increasingly cost prohibitive.

CDBG Administration

The City will use 20 percent of its entitlement and current year program income to administer the CDBG program.

#	Project Name
1	Public Services
2	Service Enriched Homeless Shelters
3	Minor Home Repair Program
4	Housing Rehabilitation Program
5	Public Facility Improvement Projects
6	Planning and Administration

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Given the limited funds available, the City prioritizes activities which provided maximum benefit to the community. The majority of the City's CDBG funds are allocated to supporting housing rehabilitation and public improvements because these types of activities are not restricted by spending limitations and are highly impactful. Further, it is intended that CDBG money will be utilized for the 'last mile' of funding for projects that may not otherwise be completed. A major funding obstacle continues to be sufficiently supporting the wide variety of crucial public services needed in the City due to federal spending limits specific to public services. While the public service need far exceeds the funds available to provide those services, the City has selected those activities which would be most effective.

AP-38 Project Summary
Project Summary Information

1	Project Name	Public Services
	Target Area	Citywide
	Goals Supported	Provide Public Services to Improve Quality of Life
	Needs Addressed	Public Services
	Funding	CDBG: \$51,600
	Description	The City Partners with several organizations. During FY 2021 2022, the City will fund Friends for Youth, Rape Trauma Services Center, Star Vista, Ombudsman Services of San Mateo County, Inc.,
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The City Partners with several organizations. During FY 2021 2022, the City will fund Friends for Youth, Rape Trauma Services Center, Star Vista, Ombudsman Services of San Mateo County, Inc.,
	Location Description	Citywide and locations of Friends for Youth, Rape Trauma Services Center, Star Vista, Ombudsman Services of San Mateo County, Inc.,
Planned Activities	The City Partners with several organizations. During FY 2021 2022, the City will fund Friends for Youth, Rape Trauma Services Center, Star Vista, Ombudsman Services of San Mateo County, Inc.,	
2	Project Name	Service Enriched Homeless Shelters
	Target Area	
	Goals Supported	Provide Public Services to Improve Quality of Life Support Service-Enriched Homeless Shelters
	Needs Addressed	Public Services Homeless Services and Housing
	Funding	CDBG: \$26,200
	Description	The City will address the need for service-enriched shelters and transitional housing by providing public service funds to Samaritan House and CORA. Samaritan House operates the Safe Harbor Shelter located in South San Francisco, which provides 90 beds to homeless individuals. CORA provides emergency shelter for those seeking refuge from domestic violence or abuse.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	<p>Community Overcoming Relationship Abuse Address Suppressed</p> <p>Samaritan House: Safe Harbor Shelter 295 North Access Road South San Francisco, CA 94080-690</p>
	Planned Activities	<p>Community Overcoming Relationship Abuse \$10,200 of available public services funding: Emergency shelter for victims and survivors of domestic violence and their children</p> <p>Samaritan House: Safe Harbor Shelter \$16,000 of available public services funding: Operates the Safe Harbor Shelter, a 90-bed homeless shelter that provides emergency and transitional housing for homeless adults</p>
3	Project Name	Minor Home Repair Program
	Target Area	SSF Downtown Tracts 6021, 6022 CDBG Target Area Citywide
	Goals Supported	Increase, Maintain, & Improve Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$107,750
	Description	The City will allocate funding to various non-profits that provide minor home repairs and accessibility modifications to low-income homeowners.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates serving 30 low income households.

	<p>Location Description</p> <p>Center for Independence of Individuals with Disabilities 2001 Winward Way, Suite 103 San Mateo, CA 94404</p> <p>El Concilio of San Mateo County 1419 Burlingame Avenue, Suite N Burlingame, CA 94010-4123</p> <p>Rebuilding Together Peninsula 841 Kaynyne Street Redwood City, CA 94063-3000</p>														
	<p>Planned Activities</p> <p>CID Housing Accessibility Modification Program \$10,000 of Minor Home Repair funding: Installs ramps, grab bars, and other modifications to make a home accessible.</p> <p>El Concilio Peninsula Minor Home Repair \$27,000 of Minor Home Repair funding: Minor home repairs for low-income households to make their home eligible for energy/weatherization improvements Minor home repairs for low-income households to make their home eligible for energy/weatherization improvements.</p> <p>Rebuilding Together National Rebuilding Day \$15,750 of Minor Home Repair funding: Program that utilizes volunteers to rehabilitate homes on National Rebuilding Day.</p> <p>Rebuilding Together Safe at Home \$55,000 of Minor Home Repair funding: A year round program that addresses minor repair needs.</p>														
4	<table border="1"> <tr> <td data-bbox="233 1266 540 1323">Project Name</td> <td data-bbox="540 1266 1430 1323">Housing Rehabilitation Program</td> </tr> <tr> <td data-bbox="233 1323 540 1379">Target Area</td> <td data-bbox="540 1323 1430 1379">Citywide</td> </tr> <tr> <td data-bbox="233 1379 540 1436">Goals Supported</td> <td data-bbox="540 1379 1430 1436">Increase, Maintain, & Improve Affordable Housing</td> </tr> <tr> <td data-bbox="233 1436 540 1493">Needs Addressed</td> <td data-bbox="540 1436 1430 1493"></td> </tr> <tr> <td data-bbox="233 1493 540 1549">Funding</td> <td data-bbox="540 1493 1430 1549">CDBG: \$77,000</td> </tr> <tr> <td data-bbox="233 1549 540 1682">Description</td> <td data-bbox="540 1549 1430 1682">Provides low interest loans and grants to low income families for housing alterations and repairs that correct code deficiencies and or improve the health and safety of the home.</td> </tr> <tr> <td data-bbox="233 1682 540 1736">Target Date</td> <td data-bbox="540 1682 1430 1736">6/30/2022</td> </tr> </table>	Project Name	Housing Rehabilitation Program	Target Area	Citywide	Goals Supported	Increase, Maintain, & Improve Affordable Housing	Needs Addressed		Funding	CDBG: \$77,000	Description	Provides low interest loans and grants to low income families for housing alterations and repairs that correct code deficiencies and or improve the health and safety of the home.	Target Date	6/30/2022
Project Name	Housing Rehabilitation Program														
Target Area	Citywide														
Goals Supported	Increase, Maintain, & Improve Affordable Housing														
Needs Addressed															
Funding	CDBG: \$77,000														
Description	Provides low interest loans and grants to low income families for housing alterations and repairs that correct code deficiencies and or improve the health and safety of the home.														
Target Date	6/30/2022														

	Estimate the number and type of families that will benefit from the proposed activities	Two households will be provided loans, five households will receive emergency housing vouchers, one household will receive debris box vouchers.
	Location Description	
	Planned Activities	<p>Housing Rehabilitation Loans Provides low interest loans to low income families for housing alterations and repairs that correct code deficiencies and or improve the health and safety of the home.</p> <p>Emergency Repair Vouchers Provides low income families grants of up to \$5,500 to make emergency safety and or code violation repairs.</p> <p>Debris Box Vouchers Provides low income families with a debris box to clear code violations and clean up conditions that affect the health, safety or appearance of properties.</p>
5	Project Name	Public Facility Improvement Projects
	Target Area	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide
	Goals Supported	Preserve and Improve Public Facilities
	Needs Addressed	Public Facilities and Infrastructure Improvements
	Funding	CDBG: \$214,000
	Description	These funds will be used for public facility and infrastructure improvements in low/mod areas.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	9130 estimated based on prior years.
	Location Description	
	Planned Activities	These funds will be used for public facility and infrastructure improvements in low mod areas.
	Project Name	Planning and Administration

6	Target Area	Citywide
	Goals Supported	Increase, Maintain, & Improve Affordable Housing Preserve and Improve Public Facilities Provide Public Services to Improve Quality of Life Support Service-Enriched Homeless Shelters Economic Development
	Needs Addressed	Public Services Affordable Housing Homeless Services and Housing Public Facilities and Infrastructure Improvements Economic Development Assistance
	Funding	CDBG: \$104,851
	Description	The City will use approximately 20 percent of its entitlement to administer the CDBG program.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	400 Grand Avenue
	Planned Activities	The City will use approximately 20 percent of its entitlement to administer the CDBG program.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City has identified the census blocks with more than 51% of residents with low to moderate household incomes. Using HUDs CPD Maps website as a guide, as well as using HUDs GIS dataset, the City has created a CDBG Service Areas map for South San Francisco (see Attachment D). These Service Areas generally meet the CDBG Low to Moderate Area Benefit (LMA) requirements, however the area known as East 101, is predominantly industrial activities, and CDBG funding will not be spent in this region.

The below census blocks meet the meets the CDBG Low to Moderate Area Benefit (LMA) requirements:

- 601901-2, 601902-3
- 602000-5
- 602100-1, 602100-3
- 602200-1, 602200-2, 602200-3, 602200-4
- 602300-1
- 602400-1

The City will direct assistance to these areas through public improvement projects

Geographic Distribution

Target Area	Percentage of Funds
SSF Downtown Tracts 6021, 6022	
CDBG Target Area	
CDBG Services Area	40
Citywide	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City designates these areas as target areas for funding services because a majority of those who reside and/or receive services in this area are low income. Therefore, improvements made to this area, through activities like public right of way beautification projects, create a citywide benefit.

Discussion

Many of the City's service providers are located either outside of the CDBG Target area or are regional

providers with headquarters in other jurisdictions, but who specifically serve South San Francisco residents. The City works to find a balance between funding projects to assist residents in the low-income neighborhoods, with services that serve low-income residents city-wide.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

A lack of resources and the current market conditions have presented barriers to affordable housing. Currently, there is a lack of sufficient federal, state, and county funds to create new affordable housing. Federal tax credits are very limited and extremely competitive. Furthermore, the County resources, which consist only of HOME funds, have been drastically reduced and remain extremely competitive.

Additionally, the dissolution of RDAs signifies a tremendous loss of resources available for affordable housing. In prior years, RDA funds were used to develop numerous affordable housing units while also bolstering the City's CDBG program. Due to the dissolution of the RDA, it is now necessary to piece together several years of funding allocations and grants, thus requiring at least 5 to 7 sources of funds to be able to construct new housing on the Peninsula. These sources have consequently reduced as well. As such, cities will not be able to meet their state mandated housing production requirements, especially for affordable housing units.

In addition to limited resources, the current market conditions have created an unsustainable housing cost environment due to inflated rents and expensive home/land prices. According to the 2018 American Community Survey 5-Year Estimates, 53% of renters in South San Francisco are paying more than 35% of their income towards rent. Additionally, 25% of homeowners in South San Francisco with a mortgage are spending 35% or more of their household income on housing costs (2014-2018) American Community Survey 5-Year Estimates). This data signifies that a large portion of South San Francisco households are living in unaffordable housing which in turn is putting them at risk of becoming homeless.

While the City actively makes efforts to provide affordable housing to residents, the lack of resources and market conditions pose as formidable barriers. Therefore, the City is continually seeking new and innovative ideas to overcome these barriers. In 2018, the City made strides in addressing the housing shortage by adopting several affordable housing policies. This includes adopting an inclusionary housing policy and a commercial linkage fee. The inclusionary policy allows the City to increase its below market rate units by requiring any new rental and for-sale residential units consisting of five more units. In addition, the Commercial Linkage fee expands the City's affordable housing funds through office and commercial developer fees.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and

policies affecting the return on residential investment

The City will continue to monitor and identify areas of improvement in its public policies in order to foster and maintain the supply of affordable housing and to remove barriers to affordable housing development. The City will also continue to maintain and encourage affordable housing development by:

- Implementing zoning to ensure there is an adequate supply of land to meet its Association of Bay Area Governments (ABAG) regional housing needs allocation.
- Continuing to implement the City's Inclusionary Housing Ordinance; this requires that a percentage of new "for sale" residential units are made available as Below Market Rate (BMR) units for low income residents. The City will also continue to support its existing BMR units.
- Investigating new sources of funding for the City's affordable housing programs and working with non-profit developers to promote the development of affordable housing for lower income households.
- Considering fee waivers or deferrals of planning, building, and impact fees for affordable housing developments.
- Removing government and public infrastructure constraints to affordable housing development through administrative support, intergovernmental cooperation, public-private partnerships, and permit streamlining.
- Continuing to cooperate with other governmental agencies and take an active interest in seeking solutions to area-wide housing problems.

Encouraging the construction of Accessory Dwelling Units by expedited permitting and providing architectural

Discussion

The City is continuously looking for opportunities to help address housing needs in the community, especially for lower-income residents. The City hopes to find additional opportunities for partnership in meeting housing needs.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The following sections describe the actions and efforts the City will make to address things such as meeting underserved needs, affordable housing, and lead-based paint hazards. Many of these actions are based upon the importance of coordinating with other jurisdictions, local service providers, and the private sector. In a time with limited funding available, the City's focus will be on creativity and collaboration in order to meet more needs of the community.

Actions planned to address obstacles to meeting underserved needs

The significant challenge for the City in meeting needs for the underserved community has been the lack of funding. As mentioned previously, the dissolution of RDA eliminated a major funding source for affordable housing and funding for low-income residents, therefore funding was narrowed to CDBG, General Fund and County funds.

To add, the impact of the pandemic worsened the conditions for low-income residents as it disproportionately impacted Blacks and Latinos due to the nature of their occupations, discrimination, income gap, and access to healthcare. The City has received additional funding from Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds to address these disparities and anticipates additional funds from the State and Federal government. The City will continue to work with all levels of government and non-profits to address income inequality and poverty in South San Francisco.

Actions planned to foster and maintain affordable housing

Listed below are actions the City plans to take to foster and maintain affordable housing:

- Promote the construction of lower cost units by providing incentives to developers and encouraging mixed-use projects, second units, density bonuses, loft-style units, and manufactured housing.
- Strive to preserve and maintain existing affordable housing by using state and federal funds to the fullest extent to rehabilitate existing housing units. Additionally, the City will continue to support affordable housing for groups with special needs, including seniors, the disabled, and the homeless.
- Continue to implement its Inclusionary Housing Ordinance that requires a percentage of new "for sale" residential units be made available as Below Market Rate (BMR) units for low-income residents. The City will also continue to support its existing BMR units.
- Provide a "how to guide" for developers who are introducing new BMR units to the market

which provides guidance regarding resident selection, monitoring etc.

Actions planned to reduce lead-based paint hazards

The City will continue to incorporate lead testing and lead safe work practices into all rehabilitation projects it funds. Additionally, the City makes lead-based paint information available on its website, to all the local non-profit agencies, to homeowners and renters. The City also provides loans and grants to homeowners and public facilities to abate lead-based paint hazards. The City is also working with the County to access more funds for lead-based paint rehabilitation projects.

Actions planned to reduce the number of poverty-level families

The City of South San Francisco has a multi-faceted approach to reducing poverty in the community:

First, the City has acquired housing units over the years and converted them into affordable rental units. The City manages the units and rents them at affordable rates to assist low-income families whose incomes do not support market rate housing costs. These efforts help reduce the number of families living in poverty by providing them with affordable housing costs. Additionally, the City has provided some of these units to the County's Emancipated Foster Youth Program to provide affordable housing for youth who have transitioned out of the foster care system. Additionally, the City's housing rehabilitation program offers low- and moderate-income homeowners the opportunity to bring their homes to current building and safety standards by providing low interest loans and grants. This improves living conditions in a manner that does not create an economic burden on the family.

It is also important to note that non-profit organizations in South San Francisco play an important role in providing affordable housing, food, childcare, clothing, and other emergency services to low income residents. The City partially funds and monitors these organizations through the CDBG Program.

Through this multitude of efforts, in collaboration with non-profit agencies, the City is continually working to help reduce the number of families living in poverty. With that said, there are significant challenges to accomplishing this long-term goal. The biggest barrier to the provision of services to lower income families and those at risk of becoming homeless is the lack of adequate state, county, and federal funds for social service activities. For example, CDBG funding for public services is limited to 15% of the City's entitlement amount and 15% of prior year program income. Since the City does not know how much program income will be received in a given year, and since program income is often received after the Action Plan has been drafted and the budgets have been set, it can be difficult to incorporate program income into services funding. The City continues to strive for efforts that creatively and

efficiently work with these constraints.

Actions planned to develop institutional structure

City will make the following efforts to improve institutional structure:

Continue to assist the homeless and those at risk of becoming homeless by supporting non-profits that offer solutions and services to the homeless and continue working with the Homeless Outreach Team (HOT)

- Continue to work with the other local jurisdiction as part of the CDBG Work Group in order to increase collaboration and make administrative and monitoring processes more standardized, compliant, and efficient
- Continue to build and improve relationships with local service providers
- Continue to coordinate and participate in the Continuum of Care

Actions planned to enhance coordination between public and private housing and social service agencies

The City plans to take the following actions to enhance coordination in the implementation of the City's Action Plan:

- Continue to collaborate with the County of San Mateo, private housing developers, lenders, and non-profit housing developers in order to create more affordable housing
- Continue to participate in the CDBG Work Group and to improve CDBG administrative processes for both subrecipients and City staff
- Continue to fund non-profit agencies serving low-income residents
- Encourage collaboration and cooperation among local service providers
- Continue to participate in the CoC Steering Committee
- Continue to participate in the San Mateo County HOME Consortium and to serve on the San Mateo County's Housing & Community Development Committee (HCDC)
- Support workforce development partnerships that serve residents and employees in South San Francisco
- Continue working with regional economic development groups and promote economic development collaborations
- Work with businesses and the Chamber of Commerce on downtown beautification and other projects to improve the downtown
- Continue to work with the Homeless Outreach Team; this includes the City's participation on the

HOT's Case Manager Group and Oversight Committee

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

Discussion

Attachments

City of South San Francisco
PY2022 Annual Action Plan Public Notice and Outreach

A. Needs Assessment Public Hearing Outreach and Notices	2
• Agenda	5
• Public Comment	13
B. Action Plan Public Hearing Outreach and Notices	17
• Agenda	21
• Public Comment	30

EXHIBIT A

CALIFORNIA NEWSPAPER SERVICE BUREAU

DAILY JOURNAL CORPORATION

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KRIS ROMASANTA
CITY OF SOUTH SAN FRANCISCO/ECD
400 GRAND AVE /PO BOX 711
SOUTH SAN FRANCISCO, CA 94083

COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING
Ad Description: NOTICE OF PUBLIC HEARING Wednesday, March 24, 2021

To the right is a copy of the notice you sent to us for publication in the SAN MATEO COUNTY TIMES. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

03/10/2021

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

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Table with 2 columns: Newspaper Name and Phone Number. Includes entries for Riverside, Los Angeles, Santa Ana, San Francisco, San Jose, Sacramento, San Diego, and Oakland.

CNS 3446947

NOTICE OF PUBLIC HEARING
City of South San Francisco
Community Development Block Grant Program
Wednesday, March 24, 2021
6:00 p.m.

The City of South San Francisco anticipates receiving approximately \$450,000 in Community Development Block Grant funds for the 2021-22 fiscal year from the U.S. Department of Housing and Urban Development. The purpose of the public hearing is to hear public testimony on the City's housing and community development needs for the City's Annual Action Plan. For more information, contact Economic and Community Development at (650) 820-6620. Translation services can be made available for non-English speakers and hearing impaired by contacting the number above by Friday, March 19, 2021.

To register, please go to https://sf.net/zoom.us/j/88224826832. Webinar ID: 882 2482 6832. Members of the public are encouraged to submit public comments in writing in advance of the meeting via Google Docs.

Aviso de Audiencia Publica
La ciudad de South San Francisco
El Programa de Desarrollo y Asistencia Comunitaria
miércoles 24 de marzo, 2021 a las 6:00 p.m.

Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 9 de la mañana y 5 de la tarde antes del 19 de marzo, 650-820-6620. Si quiere participar en esta reunión, se puede registrar aquí https://sf.net/zoom.us/j/88224826832. La ID para este seminario en la plataforma Zoom es: 882 2482 6832. Se invita al público a enviar comentarios por escrito antes de la reunión a través de Google docs. 3/10/21 CNS-3446947 SAN MATEO COUNTY TIMES



NOTICE OF PUBLIC HEARING
City of South San Francisco
Community Development Block Grant Program
Wednesday, March 24, 2021
6:00 p.m.

The City of South San Francisco anticipates receiving approximately \$460,000 in Community Development Block Grant funds for the 2021-22 fiscal year from the U.S. Department of Housing and Urban Development. The purpose of the public hearing is to hear public testimony on the City's housing and community development needs for the City's Annual Action Plan. For more information, contact Economic and Community Development at (650) 829-6620. Translation services can be made available for non-English speakers and hearing impaired by contacting the number above by Friday, March 19, 2021.

To register, please go to: <https://ssf-net.zoom.us/j/88224826832>

Webinar ID: 882 2482 6832

Members of the public are encouraged to submit public comments in writing in advance of the meeting via Google Docs.

Aviso de Audiencia Pública
La ciudad de South San Francisco
El Programa de Desarrollo y Asistencia Comunitario
miércoles 24 de marzo, 2021 a las 6:00 p.m.

Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 9 de la mañana y 5 de la tarde antes del 19 de marzo, 650-829-6620.

Si quiere participar en esta reunion, se puede registrar aqui:

<https://ssf-net.zoom.us/j/88224826832>

La ID para este seminario en la plataforma Zoom es: 882 2482 6832

Se invita al público a enviar comentarios por escrito antes de la reunión a través de Google docs.

From: [Romasanta, Kristian](#)
To: "landerson@samaritanhousesanmateo.org"
Subject: FW: CDBG + LMIA Grant Renewal Public Hearing Next Week
Date: Wednesday, March 17, 2021 4:44:18 PM
Attachments: [image001.png](#)
[image002.png](#)

Dear Grantees:

This is a friendly reminder that the City will be holding a public hearing next Wednesday, March 24 at 6pm on the City's community and economic development needs. *We highly encourage you to attend this meeting and provide a 2-minute comment on the need of your program in the South San Francisco community.*

Meeting Link:

<https://ssf-net.zoom.us/j/88224826832>

Webinar ID: 882 2482 6832

I will send out the agenda once it is available. Your participation is important to the planning of these programs. I've also sent you a calendar invite and if you have any additional questions feel free to reach out to me.

Best Regards,
Kris

Kris Romasanta | Community Development Coordinator
City of South San Francisco | Economic & Community Development Department
PO Box 711 | South San Francisco, CA 94083-0711
☎ Main (650) 829-6620 ☎ Direct (650) 877-8526 | 📠 (650) 829-6623 | ✉ kris.romasanta@ssf.net
Web: www.ssf.net | [follow us on facebook](#)

NOTE: As part of the City's response to COVID-19, the City has moved to modified operations until further notice. The City remains open, however operations will occur online at www.ssf.net or over the phone at (650)877-8502 to limit in-person contact. **Essential services from first-responders will continue.** Thank you for your patience and cooperation as we all do our part to address this global health crisis.

City of South San Francisco

P.O. Box 711
South San Francisco, CA



Regular Meeting Agenda

Wednesday, March 24, 2021

6:00 PM

TELECONFERENCE MEETING

City Council

TELECONFERENCE MEETING NOTICE

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-29-20 AND N-63-20 ALLOWING FOR DEVIATION OF TELECONFERENCE RULES REQUIRED BY THE BROWN ACT & PURSUANT TO THE ORDER OF THE HEALTH OFFICER OF SAN MATEO COUNTY DATED MARCH 31, 2020 AS THIS MEETING IS NECESSARY SO THAT THE CITY CAN CONDUCT NECESSARY BUSINESS AND IS PERMITTED UNDER THE ORDER AS AN ESSENTIAL GOVERNMENTAL FUNCTION.

The purpose of conducting the meeting as described in this notice is to provide the safest environment for staff and the public while allowing for public participation.

Councilmembers Coleman, Flores and Nicolas, Vice Mayor Nagales and Mayor Addiego and essential City staff will participate via Teleconference.

PURSUANT TO RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES SHALL BE BY ROLL CALL DUE TO COUNCIL MEMBERS PARTICIPATING BY TELECONFERENCE.

MEMBERS OF THE PUBLIC MAY VIEW A VIDEO BROADCAST OF THE MEETING BY:

Internet: <https://www.ssf.net/government/city-council/video-streaming-city-and-council-meetings/city-council>

Local cable channel: Astound, Channel 26 or Comcast, Channel 27

ZOOM LINK BELOW -NO REGISTRATION REQUIRED**Join Zoom meeting**

<https://ssf-net.zoom.us/j/88224826832>

(Enter your email and name)

Join by Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 6833 or 833 548 0276 (Toll Free)

Webinar ID: 882 2482 6832

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. 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, 72-hours before the meeting.

Notification in advance of the meeting will enable the City of South San Francisco to make reasonable arrangements to ensure accessibility to the meeting.

PEOPLE OF SOUTH SAN FRANCISCO

The City Council's regular meetings are held on the second and fourth Wednesday of each month at 6:00 p.m.

MARK ADDIEGO, Mayor (At-Large)
MARK NAGALES, Vice Mayor (District 2)
BUENAFLORES NICOLAS, Councilmember (At-Large)
JAMES COLEMAN, Councilmember (District 4)
EDDIE FLORES, Councilmember (At-Large)
ROSA GOVEA ACOSTA, City Clerk
FRANK RISSO, City Treasurer
MIKE FUTRELL, City Manager
SKY WOODRUFF, City Attorney

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

ANNOUNCEMENTS FROM STAFF

PRESENTATIONS

1. [Presentation on San Francisco International Airport update and Airport Noise Insulation Program. \(Ivar Satero, Airport Director\)](#)
2. [Proclamation honoring Aubrey Merriman for his dedication as Chief Executive Officer of Boys & Girls Clubs of North San Mateo County. \(Eddie Flores, Councilmember\)](#)
3. [Proclamation recognizing National Library Week, April 4-10, 2021 \(Mark Addiego, Mayor\)](#)

PUBLIC COMMENTS

HOW TO SUBMIT WRITTEN PUBLIC COMMENT BEFORE THE 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 tab located on the City Council meeting's agenda page. eComments are also directly sent to the iLegislate application used by City Council and staff.

Comments received by the deadline will be read into the record by the City Clerk or designee. Comments received after the deadline will be included as part of the meeting record but will not be read aloud during the meeting. Approximately 300 words total can be read in three minutes.

HOW TO PROVIDE PUBLIC COMMENT DURING THE MEETING

Members of the public who wish to provide comment during the meeting may do so by using the "Raise Hand" feature:

- To raise your hand on a PC or Mac desktop/laptop, click the button labeled "Raise Hand" at the bottom of the window on the right side of the screen. Lower your hand by clicking the same button, now labeled "Lower Hand."
- To raise your hand on a mobile device, tap "Raise Hand" at the bottom left corner of the screen. The hand icon will turn blue, and the text below it will switch to say "Lower Hand" while your hand is raised. To lower your hand, click on "Lower Hand."
- To raise your hand when participating by telephone, press *9.

Once your hand is raised, please wait to be acknowledged by the City Clerk, or designee, who will call on speakers. When called upon, speakers will be unmuted. After the allotted time, speakers will be placed on mute.

COUNCIL COMMENTS/REQUESTSCONSENT CALENDAR

4. [Resolution to approve the Minutes for the meetings of February 23, 2021 and February 4, 2021.](#)
5. [Resolving Successor Agency Annual Report for Fiscal Year 2019-20. \(Deanna Galavera, Management Analyst II and Mark Sawicki, RSG\)](#)
6. [Report regarding a resolution awarding a construction contract to Bay Cities Paving & Grading, Inc. of Concord, California for the 2020 Pavement Rehabilitation Project \(No. st2104, Bid No. 2644\) in an amount not to exceed \\$2,541,450.00, authorizing a total construction contract authority budget of \\$3,049,740.00, and authorizing the City Manager to execute the agreement on behalf of the City. \(Angel Torres, Senior Civil Engineer\)](#)
- 6a. [Resolution awarding a construction contract to Bay Cities Paving & Grading, Inc. of Concord, California for the 2020 Pavement Rehabilitation Project \(No. st2104, Bid No. 2644\) in an amount not to exceed \\$2,541,450.00, authorizing a total construction contract authority budget of \\$3,049,740.00, and authorizing the City Manager to execute the agreement on behalf of the City.](#)
7. [Report regarding a resolution determining the continued existence of an emergency and the need to continue emergency repairs in response to the Sign Hill Diamond Fire. \(Greg Mediati, Deputy Director of Parks and Recreation\)](#)

- 7a. [Resolution determining the continued existence of an emergency and authorizing procurement for emergency remediation work relating to fire damage on Sign Hill in South San Francisco.](#)
8. [Report regarding a resolution to amend the Professional Services Agreement with Maze and Associates Authorizing a Two-Year Contract Extension for Professional Audit Services for Fiscal Years 2020-21 and 2021-22 \(Paul Harris, Financial Services Manager\)](#)
- 8a. [Resolution approving a Second Amendment to the Consulting Services Agreement with Maze & Associates \("Maze"\) and authorizing a two-year contract extension for professional audit services for Fiscal Year \("FY"\) 2020-21 and FY 2021-22.](#)
9. [Report regarding a resolution amending the proclamation of a local health emergency adopted pursuant to Resolution No. 35-2020\) to extend the Outdoor Dining Pilot Program and provide related authorizations. \(Christopher Espiritu, Senior Planner and Tony Rozzi, Chief Planner\)](#)
- 9a. [Resolution amending the proclamation of a local health emergency \(adopted pursuant to Resolution No. 35-2020\) to extend the Outdoor Dining Pilot Program and provide related authorizations.](#)
10. [Report regarding an ordinance adopting Chapter 10.58 of the Municipal Code to require the safe storage of firearms in a residence. \(Scott Campbell, Police Captain\)](#)
- 10a. [Ordinance adopting Chapter 10.58 of the Municipal Code to require the safe storage of firearms in a residence](#)
11. [Report regarding an ordinance authorizing the special levy of taxes within the City of South San Francisco Community Facilities District No. 2021-01. \(Christina Fernandez, Assistant to the City Manager and Sky Woodruff, City Attorney\)](#)
- 11a. [Ordinance of the City Council of the City of South San Francisco, Acting as the legislative Body of City of South San Francisco Community Facilities District No. 2021-01 \(Public Facilities and Services\), City of South San Francisco, County of San Mateo, State of California Authorizing the Levy of Special Taxes](#)

PUBLIC HEARING

12. [Report regarding conducting a Public Hearing on the City's housing, community, and economic development needs for the City's Community Development Block Grant Fiscal Year 2021-2022 Annual Action Plan. \(Kris Romasanta, Community Development Coordinator\)](#)

ADMINISTRATIVE BUSINESS

13. [Report Regarding a Resolution renaming the Westborough Recreation Center and Magnolia Center and naming the Caltrain Plaza after South San Francisco women who have provided extraordinary service to the community. \(Valerie Sommer, Library Director\)](#)
- 13a. [Resolution renaming the Westborough Recreation Center and Magnolia Center and naming the Caltrain Plaza after South San Francisco women who have provided extraordinary service to the community.](#)
14. [Report regarding a resolution granting \\$260,000 to the San Mateo County Strong Restaurant, Brewery & Winery Grant Program to fund 26 grants to eligible South San Francisco businesses. \(Ernesto Lucero, Economic Development Coordinator\)](#)
- 14a. [Resolution granting \\$260,000 to the San Mateo County Strong Restaurant, Brewery & Winery Grant Program to fund 26 grants to eligible South San Francisco businesses.](#)
15. [Report regarding adopting a resolution to approve a Memorandum of Understanding with the County of San Mateo for a Small Business and Entrepreneurship Center in South San Francisco. \(Ernesto Lucero, Economic Development Coordinator, and Nell Melander, Deputy Director, Economic and Community Development Department\)](#)
- 15a. [Resolution approving a Memorandum of Understanding with the County of San Mateo defining a partnership and financial relationship for a Business and Entrepreneurship Center in South San Francisco.](#)
16. [Report regarding adoption of a resolution concluding the South San Francisco Airport Noise Insulation Program and returning \\$784,812.15 in remaining funds to the San Francisco International Airport. \(Christina Fernandez, Assistant to the City Manager\)](#)
- 16a. [Resolution concluding the South San Francisco Airport Noise Improvement Program and returning the remaining \\$784,812.15 in unspent funds to the San Francisco International Airport.](#)
17. [Report regarding a resolution authorizing the City Manager to execute agreements with the State of California and C/CAG and authorizing budget amendment 21.046 to fund the City of South San Francisco Smart Corridor Expansion Project \(Project No. tr2002\) construction phase. \(Bianca Liu, Senior Civil Engineer\)](#)
- 17a. [Resolution authorizing the City Manager to execute agreements with the State of California and C/CAG and authorizing budget amendment 21.046 to fund the City of South San Francisco Smart Corridor Expansion Project \(Project No. tr2002\) construction phase.](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

ADJOURNMENT

Public Comments

1. Alyssa Cantfield, Starvista –

My name is Alyssa and I'm the Program Manager at Starvista and oversee the Transitional Youth Program. I'm here to thank you for your continued support. We support former foster youth in a triplex unit and very close to Orange and grand Avenue. We support them in trying to get to self-sufficiency. I wanted to provide an update and shared exciting renovation that took place and program is currently accepting new youth. We continue to our best to outreach to community members and the accomplishments of our young people. Thank you for your continued support.

2. Melissa Lukin, Executive Director, Rebuilding Together

I will tell you a brief story about a woman who lost her job last year during COVID. She lived in her home for decades and she reached out to us because her roof was leaking, and her front door was broke. We made the repairs so she would be safe while sheltering-in-place. The clients in South San Francisco are very-low or low-income. We were projected to serve 12 homes for our Safe at Home program and 3 homes for our National Rebuilding Day. I'm happy to report that we've met those goals. Since July, we've been working towards our goals and four in progress. For NRD, it will be completed on a rolling basis this year. We had to pause our volunteer program, but we expect to meet our goal. As an essential service, we've adapted and have had fewer applicants in part due to concerns from homeowners and safety. On behalf of homeowners in South San Francisco, you've not only provided them with repairs, but with hope and dignity.

3. Bernie Mellott, Ombudsman Services of San Mateo County

First of all, I want to thank all of you, City Manager, City Council members, City Mayor and staff. On behalf of all of the residents that we monitor in South San Francisco, we check on 63 facilities that equal to 776 residents. They are in long term care, residential care, adult day, and ICF nursing homes. These people are those who we don't like to talk about a lot because they're the ones who really need your help and you're providing it. We're able to make 120 facility visits between March 2020 and March 2021 before we got shut down. We were also able to make 260 assisted calls to staff and administrators and 133 calls to individuals. In the beginning of the pandemic, we were not allowed to visit the facilities, but in September of 2020 we were able to resume since we were given by the State of California the PPE. When we go into a facility, we find different things, we find self-neglect, family issues, sexual abuse, and financial abuse. So we investigate all of these cases for the resident and bring them to a positive conclusion. We've brought up 47 cases. We would communicate through windows, pocket talkers, IPAD, and through Zoom. I want to thank you all for your financial support.

4. Laura Fanucchi, HIP Housing

If you've driven down on 101 from Woodside Road to Redwood City, you may have seen a large billboard and one of our providers saw the billboard. I think it's a sign for me to sign up for HIP Housing. She works for the County of San Mateo. We introduced her to a homeseeker, who works as a teacher in South San Francisco. She was able to reduce her rent by 24%. The

pandemic has had a chilling effect on the program, and for all home-sharing program all through the country. Home providers have concerns about renting to an individual who does not have stable income, reduced work hours, unemployment, or being home all the time with working remotely. The good news is that 50% of the clients we have matched have been from South San Francisco. It has been busy in South San Francisco, we've worked with a retired social worker, a teacher, United Airlines mechanics, Fed Ex Clerk, and retired seniors. We were also able to provide four South City clients emergency relief funds.

5. Amanda Leblanc, Rape Trauma

Every year RTS comes to speak to you about the unspeakable, child sexual abuse. In 2020, was filled with experienced new trauma that was unimaginable during Shelter-in-Place. No matter your income level, your neighborhood, your education level support was needed. Rape Trauma heard from 372 South City residents during the shutdown. Sexual abuse did not stop even though the world did. Many who have endured silently without access to outside professional, and many who are mandated reporters. As children go back to school, we expect more reports of sexual abuse disclosures. RTS has doubled its volunteer core to meet this need. RTS has pivoted its 24-hour counseling line to telehealth and staff became efficient, flexible case managers. Expedited victim service needs. Happy for the support given.

6. Rachel Aceberos, Center for Independence for Individuals with Disabilities

I'm CID's Housing Accessibility Modification Program Coordinator. Support services to promote community integration for people in SM County. The program helps with installation of railings, grab bars, stairlifts, and handheld showers for people with disabilities. These modifications improve accessibility and safety. It helps individuals become independent and remain at home. The COVID-19 crisis has increased the needs of those with disabilities. These modifications relieve restrictions on their lives. It also provides assistance when individuals are returning home from rehab facilities because their home is safer. We'd like to report that we have exceeded our goal with 13 projects for 6 households. We're projecting to serve 2 to 3 more households. We thank you for your continued support.

7. Jill Morris, CORA

We are a free of charge trauma informed client centered service for domestic violence survivors and their children. Our safehouse offers emergency shelter and crisis support on an emergency basis. They call the police, they call the hotline, and we're there for immediate danger or in crisis. We offer hotline virtually, mental health, legal services, advocacy around housing. We can help them find their own housing and rental assistance. We've seen a lot of barriers due to COVID,- lost jobs, childcare and were in the house with their abuses Very intense situations with our clients. They lose their housing as well. Some stay for weeks or months or longer and it has been essential to stay with us to stabilize their lives. Thank you to City Council, Mayor and everyone who support our work.

8. Ortensia Lopez, El Concilio

Good evening Honorable Mayor Addiego, Councilmembers Coleman, Flores, and Nicolas. My name is Oretensia Lopez of El Concilio of San Mateo County. El Concilio is a community based organization committed to increasing educational and employment opportunities and ensuring quality of life to residents for San Mateo County. We provide support for food, housing, and digital insecurity. We've been doing referrals for COVID-19 testing and now vaccinations. The last one is the environmental programs, which are energy savings programs that at no cost to eligible residents. Water education, minor home repair. Clean energy – October 2020 – October 2022, time of rate time need to know about more you use more you pay. Need to education to decrease this increased cost. I want to thank you for supporting our Minor Home repair which reduces the amount of money that they spend on these repairs, which keeps residents in their homes. Water energy conservation to decrease water and energy burden and increase health quality. While teaching increase of use of energy and water. In SSF, education to 100 residents and SIP have impacted the program. El Concilio has met three out of four households with a goal of seven. And twenty residents have received intercom and utility assistance. I have a story of an elderly lady living in South San Francisco. We helped her with energy use and installed new windows for her. Her old ones were single pain and drafty. We provided faucet aerators and carbon monoxide detector. She could not believe how much it changed the comfort and safety of her home. We appreciate the support.

9. Madison Priest, United Way of the Bay Area –

I'm speaking on behalf of United Way of the Bay Area and our 2-1-1 Information and Referral Service. 2-1-1 is a free confidential and vital service that connects callers with health and human services in their community. Since the beginning of the pandemic, 2-1-1 has provided essential local services and have provided callers about services related to the virus. 2-1-1 is available 24 hours a day seven days a week and in over 150 languages. You can call or text 2-1-1. 2-1-1 is for everyone, for someone suffering from food insecurity or housing instability. Instead of many calls that lead to dead ends. 2-1-1 is serviced by a train specialist who assess the full scope of their needs and matches them with the right services. Over the course of the past year, 2-1-1 has been servicing South San Francisco residents, we fielded over 1,854 calls and texts from City residents, and this is compared to the 300 calls that we projected from the previous year's numbers. When you combine COVID needs plus other needs, the top five needs in South San Francisco were in order 1) COVID testing sites and availability 2) healthcare 3) housing 4) general virus information 5) food. For demographics, 43% are Latino and 63% are women. We've been experiencing two to three times the call volume when you're comparing the calls every year. As a result, 2-1-1 Bay Area answered 96,850 calls and texts providing over 100,00 referrals. We want to thank you for your support.

10. Daniela Guillen, Legal Aid of san Mateo County

My name is Daniel Guillen and I'm a proud South San Francisco resident and community member. I'm also a paralegal representing the Housing Team at Legal Aid of San Mateo County. Legal Aid is deeply appreciative of its longstanding partnership with South San Francisco and particularly the innovation and focus that staff and Councilmembers have applied to housing stability issues during COVID. The housing team at Legal Aid has seen a rollercoaster of eviction

activity. As the County implemented an eviction moratorium between April and August 2020, the courts were closed to evictions and the state passed restrictions. All of these changes had a fortunate effect but created a great deal of confusion with tenants on what they need to do to protect themselves and when. Webinar and training staff at partners agencies on these new laws. Like most in direct services. Need to adapt service model in accessible tenants in needs. We conduct all consultations by telephone or Zoom. We follow up with forms, legal summaries, and referrals by mail, email or text or drive up delivery. As Tenant Relief Act has been renewed and the rental assistance program launches eviction courts open and resuming lockout activity our work on the horizon is to implement these tenant protections to preserve these individual tenancies. We expect to see a spike in court eviction defense work in 2021 and continued need for outreach and education. We appreciate the support of South San Francisco and this important work. Thank you.

11. Cecilia Chu, Friends for Youth

We serve kids that are dealing with severe poverty, immigration fears, all of the -isms, violence, alcohol and drugs, and unstable housing. With COVID-19, many are dealing with social isolation and not being able to connect. We have three programs and we've been running our One to One program since 1979 and its been a bridge to communities. Many of our mentors come from tech or finance and some mentorships last 20 or 30 years. We first started in Redwood City at Redwood School District the Sequoia Union High School District. We are looking into schools a middle school and a high school in South San Francisco. This year we made 48 one-to-one 30 group matches. Since the pandemic, we work on eviction notices and getting kdis back into school and help with distance learning. We are connected to 218 alumni mentees. We've made over 2400 matches. Mentees felt like they helped them feel connected and happy.

EXHIBIT B

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KRISTIAN ROMASANTA
CITY OF SOUTH SAN FRANCISCO/ECD
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SOUTH SAN FRANCISCO, CA 94083

COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING
Ad Description: NOTICE OF PUBLIC HEARING Wednesday, April 28, 2021 at 6:00 pm

To the right is a copy of the notice you sent to us for publication in the SAN MATEO COUNTY TIMES. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

03/26/2021

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CNS 3454384

NOTICE OF PUBLIC HEARING
City of South San Francisco
Community Development
Block Grant Program
(CDBG)
Wednesday, April 28, 2021
at 6:00 pm
Join Zoom meeting
https://sfat-net.zoom.us/j/84478755206
(Enter your email and name)
Join by Telephone:
Dial for higher quality.
Dial a number based on your current location:
US: +1 345 248 7799 or +1 659 930 6633 or 833 548 0276 (Toll Free)
Webinar ID: 844 7875 5206

The City of South San Francisco is holding a public hearing regarding the 2021-22 One-Year Action Plan ("Plan"). The Plan identifies Community Development Block Grant Program (CDBG) funding priorities and describes the activities the City will undertake to address the City's housing, community, and economic development needs. The Plan will be adopted by City Council on April 28, 2021 and will be submitted to the U.S. Department of Housing and Urban Development (HUD) by May 15, 2021. The Plan is available for a 30-day public review period from March 29 to April 28, 2021. Copies of the Plan are available at www.ssf.net. The public can comment on the Plan at the April 28, 2021 City Council Public Hearing. City of South San Francisco Department of Economic and Community Development 400 Grand Avenue South San Francisco, CA 94080 Translation services can be provided to non-English speaking and hearing-impaired residents who wish to attend the hearing. To make arrangements, call 650-629-6620 by Friday, April 10, 2021. Summary of the Plan The City's FY 21-22 budget is estimated to be \$531,695 and consists of: \$500,685 - entitlement amount, \$15,000 - prior year uncommitted funds, and \$15,000 - HOME administrative funds. The CDBG Subcommittee has made preliminary priority recommendations for funding expenditures for FY

21-22. These are community and residents' needs and Park and Recreation upgrades. Note these recommendations are subject to City Council action at the public hearing.
Aviso de Audiencia Publica y disponibilidad Plan Anual del Programa de Desarrollo y Asistencia Comunitaria
Miércoles 28 de abril, 2021 a las 6pm
Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 8 de la mañana y 5 de la tarde antes del 23 de abril, 650-629-6620.
Si quiere participar en esta reunión, se puede registrar aquí:
https://sfat-net.zoom.us/j/84478755206
La ID para este seminario en la plataforma Zoom es: 844 7875 5206 32921
CNS-3454384
SAN MATEO COUNTY TIMES





PUBLIC NOTICE

City of South San Francisco

NOTICE OF PUBLIC HEARING AND AVAILABILITY OF FY21-22 ANNUAL ACTION PLAN

Web posting on March 23, 2021

NOTICE OF PUBLIC HEARING

City of South San Francisco

Community Development Block Grant Program (CDBG)

Wednesday, April 28, 2021 at 6:00 pm

Join Zoom meeting

<https://ssf-net.zoom.us/j/84478755206>

(Enter your email and name)

Join by Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 6833 or 833 548 0276 (Toll Free)

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The Plan is available for a 30-day public review period from March 29 to April 28, 2021. Copies of the Plan are available at www.ssf.net. The public can comment on the Plan at the April 28, 2021 City Council Public Hearing.

City of South San Francisco
Department of Economic and Community Development
400 Grand Avenue
South San Francisco, CA 94080

Translation services can be provided to non-English speaking and hearing-impaired residents who wish to attend the hearing. To make arrangements, call 650-829-6620 by Friday, April 19, 2019.

Summary of the Plan

The City's FY 21-22 budget is estimated to be \$531,685 and consists of: \$500,685 – entitlement amount, \$15,000 – prior year uncommitted funds, and \$16,000 – HOME administrative funds. The CDBG Subcommittee has made preliminary priority recommendations for funding expenditures for FY 21-22. These are community and residents' needs and Park and Recreation upgrades. Note these recommendations are subject to City Council action at the public hearing.

Aviso de Audiencia Pública y disponibilidad Plan Anual del Programa de Desarrollo y Asistencia Comunitaria

Miércoles 28 de abril, 2021 a las 6pm

Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 8 de la mañana y 5 de la tarde antes del 23 de abril, 650-829-6620.

Si quiere participar en esta reunion, se puede registrar aqui:

<https://ssf-net.zoom.us/j/84478755206>

La ID para este seminario en la plataforma Zoom es: **844 7875 5206**

Romasanta, Kristian

From: Romasanta, Kristian
Sent: Thursday, April 22, 2021 12:27 PM
To: Romasanta, Kristian
Cc: Ruiz, Heather
Subject: CDBG + LMIA Funding Approvals Public Hearing Next Week

Dear Grantees:

This is a friendly reminder that the City will be holding a public hearing next Wednesday, April 28 at 6 pm on the approval of the funding recommendations for the FY 21-22 CDBG and Housing Trust Fund Program and CDBG Annual Action Plan.

Meeting Link:

Join Zoom meeting

<https://ssf-net.zoom.us/j/84478755206>

(Enter your email and name)

Join by Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 6833 or 833 548 0276 (Toll Free)

Webinar ID: 844 7875 5206

Details About the Meeting

You will wait until the item is heard. During the start of the item, you will be placed as a panelist. I'll call your name to speak. If you're not a panelist, raise your hand, and the City Clerk will place you as a panelist.

Please let me know if you have any questions. I will send out the agenda once it is available.

Best Regards,
Kris



Kris Romasanta | Community Development Coordinator
City of South San Francisco | Economic & Community Development Department
PO Box 711 | South San Francisco, CA 94083-0711
☎ Main (650) 829-6620 ☎ Direct (650) 877-8526 | 📠 (650) 829-6623 | ✉ kris.romasanta@ssf.net
Web: www.ssf.net | [follow us on facebook](#)

NOTE: As part of the City's response to COVID-19, the City has moved to modified operations until further notice. The City remains open, however operations will occur online at www.ssf.net or over the phone at (650)877-8502 to limit in-person contact. **Essential services from first-responders will continue.** Thank you for your patience and cooperation as we all do our part to address this global health crisis.

City of South San Francisco

P.O. Box 711
South San Francisco, CA



Regular Meeting Agenda

Wednesday, April 28, 2021

6:00 PM

TELECONFERENCE MEETING

City Council

TELECONFERENCE MEETING NOTICE

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-29-20 AND N-63-20 ALLOWING FOR DEVIATION OF TELECONFERENCE RULES REQUIRED BY THE BROWN ACT & PURSUANT TO THE ORDER OF THE HEALTH OFFICER OF SAN MATEO COUNTY DATED MARCH 31, 2020 AS THIS MEETING IS NECESSARY SO THAT THE CITY CAN CONDUCT NECESSARY BUSINESS AND IS PERMITTED UNDER THE ORDER AS AN ESSENTIAL GOVERNMENTAL FUNCTION.

The purpose of conducting the meeting as described in this notice is to provide the safest environment for staff and the public while allowing for public participation.

Councilmembers Coleman, Flores and Nicolas, Vice Mayor Nagales and Mayor Addiego and essential City staff will participate via Teleconference.

PURSUANT TO RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES SHALL BE BY ROLL CALL DUE TO COUNCIL MEMBERS PARTICIPATING BY TELECONFERENCE.

MEMBERS OF THE PUBLIC MAY VIEW A VIDEO BROADCAST OF THE MEETING BY:

Internet: <https://www.ssf.net/government/city-council/video-streaming-city-and-council-meetings/city-council>

Local cable channel: Astound, Channel 26 or Comcast, Channel 27

ZOOM LINK BELOW -NO REGISTRATION REQUIRED**Join Zoom meeting**

<https://ssf-net.zoom.us/j/84478755206>

(Enter your email and name)

Join by One Tap Mobile :

US: +16699006833,,84478755206# or +12532158782,,84478755206#

Join by Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 6833 or 833 548 0276 (Toll Free)

Webinar ID: 844 7875 5206

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. 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, 72-hours before the meeting.

Notification in advance of the meeting will enable the City of South San Francisco to make reasonable arrangements to ensure accessibility to the meeting.

PEOPLE OF SOUTH SAN FRANCISCO

The City Council's regular meetings are held on the second and fourth Wednesday of each month at 6:00 p.m.

MARK ADDIEGO, Mayor (At-Large)
MARK NAGALES, Vice Mayor (District 2)
BUENAFLORE NICOLAS, Councilmember (At-Large)
JAMES COLEMAN, Councilmember (District 4)
EDDIE FLORES, Councilmember (At-Large)
ROSA GOVEA ACOSTA, City Clerk
FRANK RISSO, City Treasurer
MIKE FUTRELL, City Manager
SKY WOODRUFF, City Attorney

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

ANNOUNCEMENTS FROM STAFF

PRESENTATIONS

1. [Proclamation recognizing May as Mental Health Awareness Month. \(Mark Addreago, Mayor\)](#)
2. [Proclamation recognizing May as Older Americans Month. \(Mark Addreago, Mayor\)](#)

PUBLIC COMMENTS

HOW TO SUBMIT WRITTEN PUBLIC COMMENT BEFORE THE 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 tab located on the City Council meeting's agenda page. eComments are also directly sent to the iLegislate application used by City Council and staff.

Comments received by the deadline will be read into the record by the City Clerk or designee. Comments received after the deadline will be included as part of the meeting record but will not be read aloud during the meeting. Approximately 300 words total can be read in three minutes.

HOW TO PROVIDE PUBLIC COMMENT DURING THE MEETING

Members of the public who wish to provide comment during the meeting may do so by using the "Raise Hand" feature:

- To raise your hand on a PC or Mac desktop/laptop, click the button labeled "Raise Hand" at the bottom of the window on the right side of the screen. Lower your hand by clicking the same button, now labeled "Lower Hand."
- To raise your hand on a mobile device, tap "Raise Hand" at the bottom left corner of the screen. The hand icon will turn blue, and the text below it will switch to say "Lower Hand" while your hand is raised. To lower your hand, click on "Lower Hand."
- To raise your hand when participating by telephone, press *9.
- To toggle mute/unmute, press *6.

Once your hand is raised, please wait to be acknowledged by the City Clerk, or designee, who will call on speakers. When called upon, speakers will be unmuted. After the allotted time, speakers will be placed on mute.

COUNCIL COMMENTS/REQUESTSCONSENT CALENDAR

3. [Motion to approve the minutes for the meetings of March 10, 2021 and March 18, 2021.](#)
4. [Report regarding a motion to accept the construction improvements of the OBAG 2nd Street Rehabilitation Project \(st1903\) as complete in accordance with plans and specifications \(Total Construction Cost \\$1,163,723.92\) \(Angel Torres, Senior Civil Engineer\).](#)
5. [Report regarding a motion to accept the construction improvements of the Gardiner Park Renovation project \(Project No. pk1806\) as complete in accordance with plans and specifications \(Total Construction Cost \\$677,345.15\) \(Philip Vitale, Deputy Director of Capital Projects\).](#)
6. [Report regarding a resolution approving an Outside Sewer Service Agreement with the owners of 296 Country Club Drive \(APN 013-123-010\), and authorizing the City Manager to execute the agreement for recordation. \(Jason Hallare, Senior Civil Engineer\)](#)
- 6a. [Resolution approving an Outside Sewer Service Agreement with the property owners of 296 Country Club Drive \(APN 013-123-010\), and authorizing the City Manager to execute the agreement for recordation.](#)

7. [Report regarding a resolution authorizing the acceptance of \\$11,600 in federal Library Services and Technology Act funding via the California State Library to support Virtual STEAM programming at the Library and approving Budget Amendment 21.048. \(Adam Elsholz, Assistant Library Director\)](#)
- 7a. [Resolution authorizing the acceptance of \\$11,600 in federal Library Services and Technology Act grant funding via the California State Library to support Virtual STEAM programming at the Library and approving Budget Amendment 21.048.](#)
8. [Report regarding adoption of a resolution demonstrating compliance with the Surplus Land Act \(Tony Rozzi, Chief Planner\)](#)
- 8a. [Resolution of the City Council of the City of South San Francisco Affirming Compliance with the Surplus Land Act](#)
9. [Report regarding a resolution determining the continued existence of an emergency and the need to continue emergency repairs in response to the Sign Hill Diamond Fire. \(Greg Mediati, Deputy Director of Parks and Recreation\)](#)
- 9a. [Resolution determining the continued existence of an emergency and authorizing procurement for emergency remediation work relating to fire damage on Sign Hill in South San Francisco.](#)
10. [Report regarding a resolution authorizing the acceptance of \\$20,000 from the Broadcom Foundation, via the South San Francisco Friends of the Library, to support STEM programming through the Bay Area STEM Ecosystem and accepting Budget Amendment 21.049. \(Valerie Sommer, Library Director\)](#)
- 10a. [Resolution authorizing the acceptance of \\$20,000 from the Broadcom Foundation, via the South San Francisco Friends of the Library, to support STEM programming in South San Francisco through the Bay Area STEM Ecosystem and accepting Budget Amendment 21.049.](#)
11. [Report regarding a resolution accepting the temporary transfer of a Type VI fire engine and equipment valued in the amount of \\$257,425 from the California Office of Emergency Services \(Cal OES\); and authorizing the City Manager to enter into an agreement with Cal OES on behalf of the City of South San Francisco. \(Jess Macallanes, Fire Chief\)](#)
- 11a. [Resolution accepting the temporary transfer of a Type VI fire engine and equipment valued in the amount of \\$257,425 from the California Office of Emergency Services \(Cal OES\); and authorizing the City Manager to enter into an agreement with Cal OES on behalf of the City of South San Francisco.](#)

12. [Report regarding approval of the Third Amendment to an Exclusive Negotiating Rights Agreement with Ensemble Investments, LLC for a proposed hotel development at Oyster Point. \(Ernesto Lucero, Economic Development Coordinator\)](#)
- 12a. [Resolution approving the Third Amendment to the Exclusive Negotiating Rights Agreement between Ensemble Investments, LLC and the City for a proposed hotel development at Oyster Point.](#)
13. [Report regarding adoption of resolutions approving three agreements in connection with the Kilroy Oyster Point project and the related Community Facilities District \(Sky Woodruff, City Attorney and Christina Fernandez, Assistant to the City Manager\)](#)
- 13a. [Resolution of the City Council of the City of South San Francisco as Legislative Body or the City of South San Francisco Community Facilities District No. 2021-01 \(Public Facilities and Services\), City of South San Francisco, County of San Mateo, State of California, Approving an Acquisition, Construction and Funding Agreement and Directing the Recording of a Notice of Cessation with Respect to City of South San Francisco Community Facilities District No. 2017-01 \(Public Services and Facilities\)](#)
- 13b. [Resolution approving the First Amendment to the Development Agreement between the City of South San Francisco and KR Oyster Point Developer, LLC.](#)
- 13c. [Resolution approving the First Amendment to the Consent, Assignment and Assumption Agreement between the City of South San Francisco and KR Oyster Point Developer, LLC.](#)

PUBLIC HEARING

14. [Report regarding a Public Hearing on the Fiscal Year 2021-2022 \(FY 21-22\) Annual Action Plan \(Action Plan\) for the City's Community Development Block Grant \(CDBG\) Program and a Resolution approving the Fiscal Year 2021-2022 \(FY 21-22\) Annual Action Plan \(Action Plan\) for the City of South San Francisco's Community Development Block Grant \(CDBG\) program; authorizing submittal of the Action Plan and all other required documents to the U.S. Department of Housing and Urban Development \(HUD\); authorizing the City Manager to execute all documents and certifications necessary to secure and award CDBG and HOME administrative funds for the City; authorizing receipt of CDBG and HOME administrative funds and authorizing the appropriation as part of the FY 21-22 budget](#)

- 14a. [Resolution approving the Fiscal Year 2021-2022 \(FY 21-22\) Annual Action Plan Action Plan](#) for the City of South San Francisco's Community Development Block Grant (CDBG) program; authorizing submittal of the Action Plan and all other required documents to the U.S. Department of Housing and Urban Development (HUD); authorizing the City Manager to execute all documents and certifications necessary to secure and award CDBG and HOME administrative funds for the City; authorizing receipt of CDBG and HOME administrative funds and authorizing the appropriation as part of the FY 21-22 budget

ADMINISTRATIVE BUSINESS

15. [Report regarding approval of the program design and eligibility criteria for South San Francisco's Accessory Dwelling Unit \(ADU\) Program in partnership with Hello Housing.](#) (Gaspare Annibale, Associate Planner)
16. [Report regarding a resolution approving a lease agreement for the use of 366 Grand Avenue for the purposes of implementing an Economic Mobility Resource Hub in South San Francisco.](#) (Ernesto Lucero, Economic Development Coordinator and Alex Greenwood, Director of Economic and Community Development Department)
- 16a. [Resolution authorizing the City Manager to execute a lease agreement for the commercial space located at 366 Grand Avenue in South San Francisco for the purposes of implementing a physical location for an Economic Mobility Resource Hub.](#)
17. [Report regarding a Resolution of Intention and Introduction of an Ordinance amending the contract between the Board of Administration, California Public Employees' Retirement System and the City of South San Francisco to implement the ability for Classic Local Miscellaneous members in the Executive Management Unit to pay a portion of the employer share of their CalPERS pension costs.](#) (Leah Lockhart, Human Resources Director)
- 17a. [Resolution of Intention to approve an Amendment to Contract between the Board of Administration California Public Employees' Retirement System and the City Council of South San Francisco.](#)
- 17b. [Ordinance approving an amendment to the contract between the Board of Administration California Public Employees' Retirement System and the City Council of the City of South San Francisco.](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

CLOSED SESSION

- 18. [Conference with Labor Negotiators](#)
[Pursuant to Government Code Section 54957.6\)](#)
[Agency designated representatives: Leah Lockhart, Human Resources Director, Donna Williamson, Liebert Cassidy Whitmore](#)
[Employee organization: AFSCME, Local 829; Confidential Unit - Teamsters Local 56; Mid-management Unit - Teamsters Local 856; and International Union of Operating Engineers, Local 39](#)
- 19. [Conference with Labor Negotiators](#)
[Pursuant to Government Code Section 54957.6\)](#)
[Agency designated representative: Sky Woodruff, City Attorney](#)
[Unrepresented employee: Mike Funtrell, City Manager](#)
- 20. [Public Employee Performance Evaluation](#)
[Pursuant to Government Code Section 54957\)](#)
[Title: City Manager](#)

ADJOURNMENT

Public Comments - April 28 Public Hearing

1. Rachel Aceberos, Center for Independence of Individuals with Disabilities

CID's mission is to provide support services, community awareness, and systems change advocacy promote integration for individuals with disabilities in San Mateo County. CID's helps with the installation of grab bars, railings, stairlifts, ramps, and handheld showers for low-income individuals with disabilities. It helps individuals stay at home or remain home with greater independence. COVID-19 has kept individuals at home and those relief from restrictions of their lives. Restrictions would have forced individuals to go into group homes or senior facilities and could've injured them and landed them in facilities or hospitals. We've provided modifications that give families in South San Francisco peace of mind. We have also installed stairlifts, which make it easier for individuals to stay at home. We're proud to say that we've exceeded our goal for 2020. We've also received more requests this year and despite spending down our funding, residents are asking for more assistance.

2. Ortensia Lopez, El Concilio San Mateo County

We thank you for your past support and funding that we've been recommended for. El Concilio does a lot of leveraging of funding for programs to keep people in their homes and increasing opportunities. Our solution is to help South San Francisco residents decrease their water burden and utilities and to improve indoor air quality. We understand that children are learning remotely and adults are working from home and so there is an increase in services. We outreached to 300 homes and got 30 customers. Due to the shelter in place and have more in the pipeline this year. The reports show that we had zero but we have completed two projects. I'd like to share a story about an elderly client who we provided assistance with energy conservation solutions and home improvements in South San Francisco. She was first enrolled in the Peninsula Minor Home Repair Program and we replaced her single pane windows in her mobile home and provided her with new water aerators, light fixtures, faucets and waterhead. She was pleased and couldn't believe the savings in her water utility bill. Again, we thank you for your support.

3. Esperanza Jacuinde, HIP Housing

I'm the new North County Homesharing Coordinator serving the residents of South San Francisco which is also the city I reside in. Since I started with HIP Housing from January of last year we've been able to match 25 South San Francisco residents through the homesharing program. I've really enjoyed working with the residents and our community by being able to provide a safe and reliable resource of housing. I'm look forward to when we can reopen the Magnolia Center so that we can reach more residents. Thank you for the funding recommendation and your continued support for over 25 years.

4. Shirley Gibson, Legal Aid of San Mateo County

I'm happy to talk about our continued partnership with South San Francisco. Evictions has been at the forefront of many people's concerns. We're here for the long haul to help with eviction protections from the front lines. Our work has shifted in the pandemic. Court filings have been down which means the eviction protections are working. But we have been flooded with concerns from callers and people contacting us about the moving landscape of tenant protections and confusing for people. As we look at the state's financial assistance being distributed much more slowly that we have hoped there have been an influx of callers, whether protections will be extended. We're very happy to see that South San Francisco is being proactive about thinking larger scope and longer term about tenant protections. That's a partnership we've always valued. We are still doing remote services and we look forward to when we could do in-person services and offer some remedies to the technology barriers. Thank you so much for considering another round of funding and all of the staff support that we've received from the City.

5. Bernie Mellott, Ombudsman Services

I just want to say how great it is to think about the seniors in your community. They are the forgotten ones and it's an honor to work with South San Francisco and residents of long-term care. Presently, we serve 63 facilities in South San Francisco, which equates 776 residents. During the pandemic it's been quite the experience. In December, we were back doing in-person visits at the facilities and we had to reinvent ourselves. We were doing visits through windows, patios, by Zoom, iPhone if they had them, and phone. For those that didn't have these luxuries, we would send them letters and cards and keep them connected somehow through the outside world. What was setting in was high depression, confusion and loneliness. It has been a unique experience. I thank the City of South San Francisco City Council last year for the award and we're really honored that you're considering us again. You have four ICF nursing homes in South San Francisco. These are for those who are mentally and physically disabled and need one-on-one care and cannot taken into a residential care facility or a regular nursing homes and they are very compromised. I cannot thank you enough for your help because they need all of the advocacy they can get.

6. Rebecca Hernandez, LifeMoves

I am the Program Director at Family CrossRoads. We are a family shelter in Dally City. Since the pandemic started, our services have not changed. We've been operating just the same as pre-Covid. We are serving 15 families who are experiencing homelessness. We primarily serve North County residents, which includes South San Francisco. They work with a case manager to create a plan to obtain housing during their stay and connect them to a child services coordinator. We have 24 hours/7 days a week front desk staff to serve families who are in need and provide safety and security during their stay. With your funding, it has allowed us to keep operating and future consideration will help us continue our services. We are grateful for your support.

7. Amanda Freeman, Rape Trauma Services

Thank you for your continued support of families and children who have experienced sexual violence. I want to thank you about a group of phenomenal young people at El Camino High School. For many years we've had a youth ambassador program at El Camino. We've broadened the program to the entire County, but your Associated School Body President and some of the school staff decided that they would like to an after school completely voluntarily program on how they could support sexual survivors. They got ten kids together and every two weeks, and they learned and we do an hour of prevention education and school staff sits with them and lets them process information. This is now a program we offer across the County and thank you, South City. Thank you so much for your continued support.

8. Cristina Figueroa Cortes, Project Sentinel

I'm the Fair Housing Director at Project Sentinel and over the past year we've been able to provide housing discrimination counseling, advocacy and investigation to South San Francisco residents, especially in this time of housing instability. In particular, we've been able to assist tenants who use housing vouchers, Section 8 to stay in housing. This is critical when so many people are unable to pay their full rent and continued to be evicted. I'd like to thank City Council for the support and allowing to provide these services.

