



# The City of South San Francisco

Office of the City Clerk  
400 Grand Avenue  
South San Francisco, CA 94080  
(650) 877-8518 (fax) (650) 829-6641

## Application for Boards and Commissions

### APPLYING FOR *(more than one may be checked)*

|                                                                           |                                                                              |                                                                               |                                                                           |
|---------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <input type="checkbox"/> Bicycle and Pedestrian Advisory Committee (BPAC) | <input type="checkbox"/> Conference Center Authority Business Representative | <input type="checkbox"/> Conference Center Authority Community Representative | <input type="checkbox"/> Conference Center Authority Hotel Representative |
| <input type="checkbox"/> Cultural Arts Commission                         | <input type="checkbox"/> Equity and Public Safety Commission                 | <input type="checkbox"/> Housing Authority                                    | <input type="checkbox"/> Housing Authority Tenant Commission              |
| <input type="checkbox"/> Library Board                                    | <input type="checkbox"/> Measure W Citizens' Oversight Committee             | <input checked="" type="checkbox"/> Parking Place Commission                  | <input type="checkbox"/> Parks & Recreation Commission                    |
| <input type="checkbox"/> Personnel Board                                  | <input type="checkbox"/> Planning Commission                                 | <input type="checkbox"/> SSF General Plan 2040 Community Advisory Committee   | <input checked="" type="checkbox"/> Traffic Safety Commission             |
| <input type="checkbox"/> Youth Commission                                 |                                                                              |                                                                               |                                                                           |

Are you interested in participating in the Citizen's Academy? ☐ Yes ☒ No

### PERSONAL INFORMATION

ABARCA DANA

Name (last, first, middle)

[REDACTED]

SOUTH SAN FRANCISCO, CA 94080

Address (number, street, and apartment number)

[REDACTED]

City, State and Zip Code

[REDACTED]

Telephone number

Cell phone/alternative contact number

E-mail address

If you selected more than one Board/Commission/Committee of interest, please rank your preferences here, starting with your first choice.  
PARKING PLACE COMMISSION,

How many years have you been a resident of South San Francisco? 26

Have you attended any meetings of the commission/board for which you are applying? Yes ☒ No ☐

If yes, which one(s)? PARKING PLACE COMMISSION, TRAFFIC SAFETY COMMISSION

### BPAC

Are you a resident of South San Francisco? Yes ☒ No ☐

If no, are you employed in South San Francisco? Yes ☐ No ☒

Number of hours employed in South San Francisco: \_\_\_\_\_

### Housing Authority Tenant Commission

Are you a resident of the Housing Authority? Yes ☐ No ☒

### Youth Commission – (Ages 14 to 22)

If not a resident of South San Francisco, are you a student of SSFUSD? Yes ☐ No ☒

Current school: \_\_\_\_\_

**Conference Center Authority Hotel Representative**

Which hotel within the City of South San Francisco are you representing? NONE

**South San Francisco General Plan 2040 Community Advisory Committee**

What is your District of Residency? 5

Click [here](#) to locate your District.

Why do you want to be a member of a Board/Commission/Committee? What do you feel you could contribute? \_\_\_\_\_

CONTINUING IMPROVING PARKING SITUATION IN DOWNTOWN AND NEIGHBORHOOD.

What qualifies you for this appointment? I AM ACTIVELY INVOLVED IN HELPING IMPROVE THE LIVING SITUATION OF SOUTH SAN FRANCISCO CITIZENS

What is your vision for growth in South San Francisco? IMPROVING LIFE AND SAFETY FOR LOCAL RESIDENTS, WITH A GROWING SOUTH SAN FRANCISCO POPULATION

Are you currently receiving any form of compensation from the City for work performed? Yes ☒ No ☐

If yes, please explain: I AM CURRENT COMMISSIONER

Do you have any relatives serving on Council, Commissions, Boards, and Committees or otherwise employed by the City of South San

Francisco? Yes ☐ No ☒ If yes, \_\_\_\_\_  
Name Position Relationship

**EDUCATION - Please include additional information on separate sheet.**

UNIVERSITY OF CHEMISTRY AND TECHNOLOGY, PRAGUE, CZECH REPUBLIC, M.S.

Name and location of college/university/technical or trade school Degrees received

Name and location of college/university/technical or trade school Degrees received

**What community activities are you presently involved in, or have been in the past?**

FRIENDS OF OLD TOWN, (CO-FOUNDER ),

MEASURE J. CITIZENS BOND OVERSIGHT COMMITTEE FROM 5/2011-1/2017

***MISCELLANEOUS - Please include additional information on separate sheet or attach resume.***

NO

Military Service: Dates and branch

**WORK EXPERIENCE - Please include additional information on separate sheet or attach resume.**

|                           |                                      |                    |
|---------------------------|--------------------------------------|--------------------|
| <u>1/28/2016- PRESENT</u> | <u>CALIFORNIA SPICE BASKET, INC.</u> | <u>CEO/R&amp;D</u> |
| Dates employed            | Employer                             | Position           |

|                      |                                    |                            |
|----------------------|------------------------------------|----------------------------|
| <u>OWNER</u>         |                                    |                            |
| Duties               |                                    |                            |
| <u>1/2006-1-2016</u> | <u>FIRST SPICE MIXING CO.,INC.</u> | <u>DIRECTOR OF R&amp;D</u> |
| Dates employed       | Employer                           | Position                   |

|                 |  |  |
|-----------------|--|--|
| <u>RESEARCH</u> |  |  |
| Duties          |  |  |

I certify that, to the best of my knowledge, all statements in this application are complete and true. I agree and understand that any misstatement of material fact will cause me to forfeit all rights to appointment to a Commission, Board, or Committee with the City of South San Francisco.



11/22/2022

Signature

Date

The interest of the City is served best by actual and regular participation by Board and Commission members. Thus, upon the second absence from a regular meeting within any rolling twelve-month period, a member shall receive a written communication from the Mayor requesting that the member respond to the Mayor with an explanation for said absences within one week of the member's receipt of the written communication. The Mayor shall report to the City Council the reasons provided for the member's absences. If the City Council determines that the absences occurred for legitimate reasons, the City Council may excuse both or one of the absences. Members are also encouraged to give advanced notice of their absence from meetings.

Applications are accepted on a continuous basis and will remain valid 1 year from the date of submission. If you are selected to serve on a Board or Commission, you may be required to file an Annual Statement of Economic Interest (FPPC Form 700) and bi-annual Ethics Training (AB1234).

**PRINT AND MAIL TO:**  
CITY OF SOUTH SAN FRANCISCO  
Office of the City Clerk  
400 Grand Avenue, South San Francisco, CA 94080  
For more information, call (650) 877-8518

|                       |          |              |                    |               |
|-----------------------|----------|--------------|--------------------|---------------|
| For official use only | Accepted | Not Accepted | Initials <i>ML</i> | Date 11/28/22 |
|-----------------------|----------|--------------|--------------------|---------------|

# DANA ABARCA, MS

## COMMUNITY INVOLVEMENT

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**Traffic Safety Commission**, South San Francisco  
Commissioner

**March 2020- Present**

- Advise and make recommendations to City staff on traffic policy, safety, planning, improvements, operation, and maintenance throughout the City. The Commission is meeting one time a month.

**Parking Place Commission**, South San Francisco  
Chairperson in 2021

**February 2019- Present**

- Advocate, suggest and advise on the rules governing parking spaces, parking lots, parking meters, and outdoor dining parklets in front of some restaurants located within the downtown business district. The Commission is meeting one time a month.

**HOTHRA/ Friends of Old Town**, South San Francisco  
Treasurer from August 2015 to present

**April 2015- Present**

- Co-founding member of Friends of Old Town 2018
- Educate our community about the Fastrak 101 Express Lane that is being constructed and getting feedback from over 80 community surveys.
- Organized Old Town Community Winter Land Toy Drive with Good Tidings Foundation for 30 families.
- Involved in a 3 phase program Reimagine SanTrans - Community Outreach, better bus lines, and service for our residents.
- Supporting and participating in different programs and events of the City of South San Francisco by passing flyers in English and Spanish (example: COVID -19 Vaccination Clinic, Movie Night, Holiday Food Drive, City Hall 101 Birthday Concert)

**Measure J Citizens Bond Oversight Committee**,  
South San Francisco School District ( 37 meetings)  
The clerk from March 2015 to January 2017

**May 2011- January 2017**

- Ensure that the \$162 million in funds generated from the bonds are spent in an appropriate manner for permanent classrooms, upgrading science labs, improving energy efficiency, replacing outdated electrical, plumbing, heating systems, and other upgrades.

**Citizens' Academy - South San Francisco 2016**

**Fall 2016 (August 2016 - November 2016)**

**Community Learning Center**, South San Francisco  
Teaching Assistant (Computer Aide) MS Office 2000/2002

**2002 - 2006**

- Assisted teacher in preparing class program
- Supervised 25 students in class and worked with the multicultural community

## PROFESSIONAL EXPERIENCE

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**California Spice Basket**, Burlingame, CA  
Owner/CEO

**February 2016 – Present**

- Start new business from ground up and growing 25% each year.
- Each year supervised 5-7 undergraduate students from SFSU and UC Davis for their semester internship.

**First Spice Mixing Company**, San Francisco, CA  
Director of R&D/QA

**January 2006 - January 2016**

- Developed 900+ new spice blend formulations for customers in the food and beverage industry.
- Development and Implementation HACCP (Hazard analysis and critical control points) program for the company.

## EDUCATION

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**Masters Degree:** Institute of Chemical Technology Prague, Czech Republic  
Chemical Engineering Degree in Food Science and Biochemical Technology 1987