



# **REGULAR MEETING MINUTES**

## **September 13, 2022**

### **CITY OF SOUTH SAN FRANCISCO**

#### **REGULAR MEETING**

#### **PARKING PLACE COMMISSION**

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**CALL TO ORDER**                      The meeting was called to order at 5:06 p.m. by Chairperson Monzon

#### **ROLL CALL**

**Present:**                      Hermes Monzon, Chairperson  
Jolene Malfatti, Vice Chairperson  
Dana Abarca, Commissioner

**Absent:**                      None

**City Staff:**                      Christopher Espiritu, Secretary of the Parking Place Commission  
Adena Friedman, Principal Planner  
Kelsey Evans, Clerk to the Parking Place Commission

**AGENDA REVIEW:** No changes

**PUBLIC COMMENT:** None received through email or voicemail or during the meeting.

#### **CONSENT CALENDAR:**

##### **1. APPROVAL OF MEETING MINUTES:**

#### **Approval of Regular Meeting Minutes for August 9, 2022**

**Motion – Commissioner Abarca / Second – Vice Chair Malfatti –** to approve the minutes as submitted. Approved by voice vote (3-0).

#### **ADMINISTRATIVE BUSINESS**

##### **○ Update on Meeting Procedures and Schedule (INFORMATIONAL)**

Secretary Espiritu brought up for the Commissioner's consideration the previous proposal that Chief Planner Rozzi introduced at the June 2022 meeting, to move the Parking Place Commission meetings from a monthly occurrence to a quarterly occurrence. Chief Planner Rozzi previously noted that the Parking Place Commission does not typically have monthly occurring items to consider for approval or otherwise. Parking Place Commission duties are to set parking meter rates, or conduct other parking district business identified by

the City Council. By moving the Commission Meetings to quarterly occurrences, staff and the Commission can better identify items for consideration and not result in deliberation of items that are beyond the scope of the duties of the Parking Place Commission. Also, in the past, the Commission had identified items that are more appropriate for the Traffic Safety Commission to consider and suggest actions, such as construction impacts on parking.

- Vice Chair Malfatti inquired if fewer Parking Place Commission meetings would result in public concerns not being addressed in a timely matter. Secretary Espiritu noted that those public concerns would be addressed in the Traffic Safety Commission meetings and historically, those public concerns raised by the Commission are typically not related to the management or operations of meters.
- Chair Monzon inquired about having more clarification on the duties and responsibilities of the Parking Place Commission. Commissioner Abarca agreed with Chair Monzon, this role is more than setting the rates of car garages and meters; both would like these meetings to discuss the general parking issues for the public.
- Secretary Espiritu and Principal Planner Friedman stated that staff will need to discuss this interpretation of the Commission's role with the City Attorney and Department managers and will provide more information to the Commission, to ensure that meetings are useful, and to clarify the commission's roles and responsibilities.
- Staff shall include this item on a future meeting agenda for the Parking Place Commission.

#### ITEMS FROM THE COMMISSION

- None

**Chairperson Monzon** adjourned the meeting at 5:35 p.m.

Respectfully submitted.

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Christopher Espiritu  
Parking Place Commission Secretary

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Hermes Monzon  
Parking Place Commission Chairperson