



Legislation Text

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Report regarding Board and Commission interviews and appointments to the Bicycle and Pedestrian Advisory Committee (BPAC), Colma Creek Flood Zone Advisory Committee, Cultural Arts Commission, Housing Authority, Measure W Citizens' Oversight Committee (COC), Parking Place Commission, Parks & Recreation Commission, and Traffic Safety Commission. (*Rosa Govea Acosta, City Clerk*).

RECOMMENDATION

It is recommended that the City Council consider the attached citizen applications for appointment to the open seats on the Bicycle and Pedestrian Advisory Committee (BPAC), Colma Creek Flood Zone Advisory Committee, Cultural Arts Commission, Housing Authority, Measure W Citizens' Oversight Committee (COC), Parking Place Commission, Parks & Recreation Commission, and Traffic Safety Commission and that City Council interview each applicant.

It is further recommended that upon completion of interviews, Council discuss and consider appointment of applicants to the Bicycle and Pedestrian Advisory Committee (BPAC), Colma Creek Flood Zone Advisory Committee, Cultural Arts Commission, Housing Authority, Measure W Citizens' Oversight Committee (COC), Parking Place Commission, Parks & Recreation Commission, and Traffic Safety Commission.

BACKGROUND/DISCUSSION

Pursuant to Resolution No. 27-2009, the City Council holds biannual recruitments/meetings for the purpose of considering appointments to Boards and Commissions. On December 20, 2019, the City Clerk's Office issued a notice of recruitment for seats that were vacant or held by incumbents that would be termed out of office. The application deadline was January 17, 2020.

Summary of Open Seats

Bicycle and Pedestrian Advisory Committee (BPAC): One (1) seat is vacant due to resignation. Applicant may be appointed to a partial-term ending July 19, 2020.

Colma Creek Flood Zone Advisory Committee: One (1) seat is open due to term expiration. The term served by Committee Member Silva Wolfe will expire March 31, 2020. Applicant may be appointed to a 4-year term ending March 31, 2024.

Cultural Arts Commission: One (1) seat is vacant due to resignation. Applicant may be appointed to a partial-term ending June 30, 2020.

Housing Authority: Two (2) seats are vacant due to resignation. Applicants may be appointed to a 4-year term ending March 31, 2024.

Measure W Citizens' Oversight Committee (COC): Two (2) seats are open due to term expirations. The terms

served by Committee Members Brosnan and Zemke expired on October 17, 2019. Applicants may be appointed to a 3 -year term ending October 17, 2023.

Parking Place Commission: One (1) seat is open due to term expiration. The term served by Commissioner Malfatti expired on December 31, 2019. Applicant may be appointed to a 3-year term ending December 31, 2023.

Parks & Recreation Commission: One (1) seat is vacant due to the death of Commissioner Holt. Applicant may be appointed to a partial term ending December 31, 2020.

Traffic Safety Commission: Two (2) seats are vacant due to the establishment of these positions. Applicants may be appointed to a 3-year term ending December 31, 2023.

Summary of Meeting Times, Term Lengths/Limits and Agency Purpose

The **South San Francisco Bicycle and Pedestrian Advisory Committee (“BPAC”)** meets on the first Wednesday of the month at 6:00 p.m. at the Annex Conference Room, 315 Maple Avenue. Committee members are appointed to four (4) year terms and are limited to three (3) consecutive terms. The BPAC reviews and/or prioritizes grant opportunities for pedestrian and bicycling improvement opportunities, reviews ongoing designs of pedestrian/bicycling improvement projects, participates in City events, raises awareness of statewide goals to enhance communities through the use of alternate transportation modes of travel and discusses innovative projects on a global basis.

The **Colma Creek Flood Zone Advisory Committee** meets on the second Tuesday of the month on a quarterly basis (March, June, September, and December) at 3:00 p.m. in the Corporation Yard Conference Room, 550 N. Canal Street in South San Francisco. Serves as an advisory body to the Board of Supervisors on matters dealing with the flood control within the district. Oversees financing of flood control project in San Mateo County.

The **Cultural Arts Commission** meets on the third Thursday of the month at 6:30 p.m. in the Betty Weber Room of the Municipal Services Building located at 33 Arroyo Drive in South San Francisco. Commissioners are appointed to four (4) year terms and are limited to three (3) consecutive terms. The Commission encourages and promotes cultural arts activities within the community and acts as an advisory body to the City Council matters pertaining to the arts and cultural affairs.

The **Housing Authority** meets the second Monday of the month at 6:00 p.m. at 350 C Street in South San Francisco. Tenant Commissioners serve a two (2) year term. Non-Tenant Commissioners serve a four (4) year term. The Housing Authority’s services include developing, operating and maintaining housing projects and examining affordable housing issues, including unmet housing needs of low-income residents.

The **Measure W Citizens’ Oversight Committee (COC)** meets the first Wednesday of the month at 6:30 p.m. in the City Manager's Conference Room, City Hall, 400 Grand Avenue in South San Francisco. South San Francisco voters approved Measure W, a half-cent transaction and use tax in November 2015. The Committee shall meet with the City’s independent auditor at the initiation of each annual financial audit process to outline issues of particular interest to the Committee, and be briefed on the independent auditor’s plan for the audit scope and schedule. The Committee shall review the annual audit prepared by the City’s independent auditor related to the prior fiscal year’s collection and expenditure of revenue from the tax authorized by Measure W.

The Committee shall meet with the City's independent auditor to receive the audit findings in advance of the presentation of the final audit report to the City Council. The Committee shall report in writing to the City Council regarding the accuracy of the auditors' findings regarding the Measure W revenues and expenditures. The Committee's annual report shall offer independent verification regarding the independent auditor's findings related to whether the funds collected are being spent in accordance with the terms of Measure W. The Committee shall serve in an advisory role to the City Council.

The **Parking Place Commission** meets the second Tuesday of the month at 5:00 p.m. in the Corporation Yard Conference Room, 550 North Canal Street in South San Francisco. Commissioners are appointed to a three-year term. The Parking Place Commission acquires, administers, maintains, operates, manages and enforces the rules governing parking spaces and parking lots located within Parking District No. 1, which encompasses most of the downtown business district.

The **Parks and Recreation Commission** meets on the third Tuesday of the month at 7:00 p.m. in the Municipal Services Building located at 33 Arroyo Drive in South San Francisco. Commissioners are appointed to four-year terms. The Commission advises the Council on matters pertaining to public recreation, including parks and playgrounds. The Commission also assists in the planning of a complete recreation program and in the planning of a department budget.

The **Traffic Safety Commission** meets the second Tuesday of the month, immediately following completion of the Parking Place Commission meeting, which begins at 5:00 p.m., in the Corporation Yard Conference Room, 550 North Canal Street in South San Francisco. The Traffic Safety Commission shall be an advisory body to City staff on matters relating to traffic facilities and planning. The fundamental responsibility of the Traffic Safety Commission shall be to advise and make recommendations to City staff on policy, programming, improvements, operation, and maintenance of traffic facilities throughout the City.

Applications Received

The City Clerk's Office has confirmed the applicants listed below are electors and/or business representatives (where applicable) of the City of South San Francisco.

Multiple Positions

- Sarah Bowen: *BPAC, Cultural Arts Commission; Housing Authority and Parks and Recreation Commission.*
- Rogelio Denegri III: *BPAC and Parks and Recreation Commission.*
- Justin Yuen: *BPAC and Traffic Safety Commission.*
- Thomas Zubin: *Cultural Arts Commission and Housing Authority*
- Luis Alberto De Paz Fernandez: *Housing Authority and Parks and Recreation Commission.*
- Toni Renee Ratcliff-Powell: *Housing Authority and Measure W COC*
- Evelyn Fung: *Parks and Recreation Commission and Traffic Safety Commission*

Bicycle and Pedestrian Advisory Committee (BPAC)

Multiple position applicants *Bowen, Denegri, and Yuen.*

- Tommy Chheng
- Rebecca Lindskog

Colma Creek Flood Zone Advisory Committee:

- Ryan Mayfield

Cultural Arts Commission:

Multiple position applicants *Bowen and Zubin*.

- Jeannette Holt

Housing Authority

Multiple position applicants *Bowen, Zubin and Ratcliff- Powell*.

- Leonard Abel

Measure W Citizens' Oversight Committee (COC)

Multiple position applicant *Ratcliff-Powell*

- Michael Brosnan *
- William Zemke*

Parking Place Commission:

- Jolene Malfatti *

Parks & Recreation Commission

Multiple position applicants *Bowen, Denegri, DePaz Fernandez and Fung*

- Brittany Burgo
- Michael Aires

Traffic Safety Commission:

Multiple position applicants *Yuen and Fung*

*Denotes incumbent(s)

Interview Questions

Council's standard interview questions for new applicants and incumbents will be distributed at the meeting.

CONCLUSION

Upon review of the applications and completion of interviews, Council may consider and entertain respective motions to appoint applicants to fill the seats on the Bicycle and Pedestrian Advisory Committee (BPAC), Colma Creek Flood Zone Advisory Committee, Cultural Arts Commission, Housing Authority, Measure W Citizens' Oversight Committee (COC), Parking Place Commission, Parks & Recreation Commission, and Traffic Safety Commission.

Attachments:

1. 1-17 Applications
2. 18-25 Ballots