



## Legislation Text

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Report regarding Boards and Commissions interviews and appointments to the Cultural Arts Commission, Library Board, Parks and Recreation Commission, Planning Commission, and Parking Place Commission. (*Rosa Govea Acosta, City Clerk*).

### **RECOMMENDATION**

**It is recommended that the City Council consider the attached citizen applications for appointments to open seats on the Cultural Arts Commission, Library Board, Parks and Recreation Commission, Planning Commission, and the Parking Place Commission. It is further recommended that upon completion of interviews, Council discuss and consider appointment of individuals.**

### **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 November 29, 2022, 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 recruitment ended Thursday, December 22, 2022.

### **Summary of Open Seats**

- ***Cultural Arts Commission:*** One seat is open due to term expiration. Applicant may be appointed to a four-year term expiring January 18, 2027.
- ***Library Board:*** One seat is open due to term expiration. Applicant may be appointed to a three-year term expiring January 17, 2026.
- ***Parks and Recreation Commission:*** Three seats are open due to term expiration. Applicants may be appointed to a four-year term expiring January 18, 2027.
- ***Planning Commission:*** Three seats are open due to term expirations. Applicants may be appointed to terms expiring January 18, 2027.
- ***Parking Place Commission:*** Two seats are open due to term expirations. Applicants may be appointed to terms expiring January 18, 2026, concurrent appointment to the Traffic Safety Commission.

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

The **Cultural Arts Commission** meets on the third Thursday of every 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 **Library Board** meets the fourth Tuesday of the month at 6:00 p.m. at the Main Library at 840 West

Orange Avenue. Board members serve a three (3) year term and are limited to four (4) consecutive terms. The Library Board works in conjunction with the Library Director to develop plans of service, evaluate and advise council and staff on the need for services and programs, and adopt policies as necessary for the administration of the library

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 (4) year terms and are limited to three (3) consecutive 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 **Planning Commission** meets the first and third Thursdays of the month at 7:00 p.m. at the Municipal Service Building. Commissioners are appointed to four (4) year terms and are limited to three (3) consecutive terms. The purpose of the Planning Commission is to make recommendations as to the orderly, physical growth and development of the community in relation to land subdivision, planning and zoning. It makes recommendations in matters of zoning changes, variances, special use permits, parcel maps, subdivision maps and other related matters.

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 (3) year terms and are limited to four (4) consecutive terms. 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 **Traffic Safety Commission** meets the second Tuesday of the month, immediately following completion of the Parking Place Commission meeting. Commissioners are appointed to a three (3) year terms and are limited to four (4) consecutive terms. 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.

*\*Note - Members appointed to the Parking Place Commission will also be appointed to serve on the Traffic Safety Commission.*

### **Applications Received**

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

### **Multiple Positions**

- Joseph Monitiano (*Planning Commission, Parks and Recreation Commission*) \*\*
- Monita Sharma (*Cultural Arts Commission, Library Board*) \*\*
- Joanna Sun (*Cultural Arts Commission, Library Board*) \*\*

- Eyad Ibrahim (*Cultural Arts Commission, Planning Commission*) \*\*
- Brandon Chan (*Parking Place Commission, Parks and Recreation Commission*) \*\*

Cultural Arts Commission

- Frances Luster \*
- Cesilia Baeza

Library Board:

- Mary Giusti \*
- Stephanie Marfo
- Catherine Abalos

\*Denotes incumbent(s)

\*\* Denotes multiple position applicant

**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 a motion to appoint one applicant to fill the seat on the Library Board.

**Attachments:**

1. 1 - 10 Applications
2. 11 Library Board Ballot