



NOTICE OF BOARDS AND COMMISSIONS VACANCIES

NOTICE is hereby given of vacancies for the Conference Center Authority, Cultural Arts Commission, Parks and Recreation Commission, and Planning Commission as follows:

Conference Center Authority Business Representative: One (1) seat is vacant due to term limits.

Conference Center Authority Resident Representative: One (1) seat is vacant due to resignation.

Cultural Arts Commission: One (1) seat is vacant due to resignation.

Parks and Recreation Commission: One (1) seat is vacant due to term limits and One (1) seat is vacant due to resignation with term ending December 31, 2020.

Planning Commission: One (1) seat is vacant due to resignation with term ending December 31, 2020.

The City Council will fill the above identified vacancies upon consideration of applications filed with the Office of the City Clerk as set forth below.

NOTICE is hereby given of the expiration of terms on the Housing Authority, Housing Authority Tenant, Library Board, Parking Place Commission, Parks and Recreation Commission, and Planning Commission as follows:

Housing Authority: Commissioner Parenti's term expired March 31, 2018.

Housing Authority Tenant: Commissioner Heden's term expired March 31, 2018.

Library Board: Boardmember Huddleston's term expired June 30, 2018.

Parking Place Commission: Commissioner James and Commissioner Monzon's terms expired December 31, 2018.

Parks and Recreation Commission: Commissioner Camacho's and Commissioner Battaglia's terms expired December 31, 2018.

Planning Commission: Commissioner Faria, Commissioner Evans, and Commissioner Murphy's terms expired December 31, 2018.

The above identified incumbent is eligible to file and applications for reappointment. The City Council will consider incumbents' applications along with any others filed with the Office of the City Clerk as set forth below.

AGENCY RESPONSIBILITIES & MEETING TIMES

The **Conference Center Authority** meets on the third Monday of every other month, at 5:15 p.m. at the South San Francisco Conference Center. Commissioners are appointed to four (4) year terms and are limited to three (3) consecutive terms. The purpose of the Authority is to manage, operate, market, maintain, and promote the South San Francisco Conference Center.

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 **Housing Authority** meets the second Monday of the month at 6:00 p.m. at 350 C Street. 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 **Library Board** meets on the fourth Tuesday of every month at 6:00 p.m. at the Main Library. Trustees are appointed to a three (3) year term with a limit of appointment to four (4) consecutive terms. The Library Board works in conjunction with the Library Director to develop a plan 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 **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 a four (4) year term with a limit of appointment 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. at City Hall. 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. It further exercises powers set forth in the Streets and Highway Code of the State of California.

The **Parks and Recreation Commission** meets on the third Tuesday of every 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.

REQUIREMENTS

To be considered for appointment persons must be electors of the City of South San Francisco. Applicants to the Conference Center Authority Business Representative Seat must work for or own a business located in South San Francisco.

Applicants should also be motivated to serve the public and have sufficient time available to devote to day or evening meetings and the requisite preparation.

Submission of an application pursuant to the process set forth below and appearance before the City Council for a public interview at a Special Meeting are required.

HOW TO APPLY

If you are a resident of the City of South San Francisco and would like to apply for a position on a City board or commission, download the application www.ssf.net, complete the application, print and return it to the Office of the City Clerk.

1. The Office of the City Clerk
City Hall
400 Grand Avenue
South San Francisco, CA 94080
Tel: (650) 877-8518
Fax: (650) 829-6641
e-mail: rosa.acosta@ssf.net

Applications are accepted on a continuous basis for all Boards, Commissions, and Committees and will remain valid 1 year from the date of submission. Those who have submitted applications for the positions listed above within the past year need not reapply. If you are unsure of your submittal date, please check with the Clerk's Office.

If you are selected to serve on a Board or Commission, the Political Reform Act requires that you file an Annual Statement of Economic Interest (Form 700) as well as complete biennial ethics training (AB 1234).

APPLICATIONS MUST BE RECEIVED IN THE OFFICE OF THE CITY CLERK BY
TUESDAY, FEBRUARY 19, 2019 5:00 P.M.

Dated: February 1, 2019



Rosa Govea Acosta, CMC, CPMC
City Clerk