



NOTICE OF RECRUITMENT ADVISORY BOARDS, COMMISSIONS, AND COMMITTEES

NOTICE is hereby given of vacancies for the following advisory bodies:

Equity & Public Safety Commission

One (1) alternative seat is vacant
(Non-expiring term)

Library Board

One (1) partial term seat is vacant due to resignation
(Partial term expiring March 31, 2029)

Measure W Citizens' Oversight Committee

One (1) seat is vacant
One (1) partial term seat is vacant due to resignation
(Partial term expiring February 11, 2029)
One (1) alternative seat is vacant
(Non-expiring term)

Parking Place Commission

One (1) seat is vacant
(Member to serve on Traffic Advisory Committee)

Parks & Recreation Commission

One (1) partial term seat is vacant due to unscheduled vacancy
(Partial term expiring January 18, 2027)

Youth Commission

One (1) seat is vacant

AGENCY RESPONSIBILITIES & MEETING TIMES

The **Equity & Public Safety Commission** meets on the third Monday of the month at 6:00 p.m. Board members serve a four (4) year term and are limited to three consecutive terms. The Commission on Equity and Public Safety is organized to make recommendations regarding policies and procedures that impact equity, safety, and security across City departments. This Commission bolsters community participation and decision making and increases transparency and accountability. The Commission on Equity and Public Safety focuses on a holistic approach to community safety and applies an equity lens to advance equitable practices in housing, social services, policing, and other areas. The Commission was developed as a key recommendation from the prior SSF Commission on Racial and Social Equity, which was tasked to meet for one year and produce a Racial and Social Equity Action Plan.

The **Library Board** meets on the fourth Tuesday of the month at 6:00 p.m. Board members serve a three (3) year term and are limited to four consecutive terms. The Library Board works in conjunction with the Library Director to develop plans of service, evaluate and advise the council and staff on the need for services and programs, and adopt policies as necessary for the administration of the library.

The **Measure W Citizens' Oversight Committee (COC)** meets every even month at 6:30 p.m. The Committee meets with the City's independent auditor at the initiation of each annual financial audit process to outline issues of particular interest to the Committee. The Committee reviews 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 reports to the City Council regarding the accuracy of the auditors' findings regarding Measure W revenues and expenditures. The Committee's annual report offers independent verification regarding the independent auditor's findings related to whether the funds collected are spent in accordance with the terms of Measure W.

The **Parking Place Commission** meets on the second Tuesday of the month at 5:00 p.m. Board members serve a three (3) year term and are limited to four consecutive terms. The commission's purpose is to acquire, administer, maintain, operate, manage, and enforce the rules governing parking spaces and parking lots located within Parking District No. 1, which encompasses most of the downtown business district. Exercise powers are outlined in the Streets and Highways Code of the State of California. Commissioners also serve on the Traffic Safety Commission which convenes immediately after Parking Place Commission meeting. The **Traffic Safety Commission** shall be an advisory body to City staff on traffic facilities and planning matters. The Traffic Safety Commission's fundamental responsibility shall be to advise and make recommendations to City staff on policy, programming, improvements, operation, and maintenance of traffic facilities throughout the City.

The **Parks and Recreation Commission** meets on the third Tuesday of the month at 7:00 p.m. in the Library Parks and Recreation Building located at 901 Civic Campus Way 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 **Youth Commission** meets on the first Monday of the month at 6:30 p.m.. Except for initial members of the commission, the term of each member of the commission shall be two years and until a successor is appointed and qualified. The initial term of members of the commission shall be one year. After initial members of the commission have served for one year, they may each be reappointed for a term of two years. The purpose seeks to address issues affecting youth through collaboration with the City Council and SSFUSD School Board. This opportunity allows for students and youth to engage in local government while learning about how decisions made affect daily life, in addition to how Boards and Commissions are involved in the process.

REQUIREMENTS

- Applicants must be **residents** of the City of South San Francisco.
- *Applicants for the **Youth Commission** must live within the limits of the City of South San Francisco or be current or former students of the South San Francisco Unified School District.*
- Applications must be **TYPED**

HOW TO APPLY

[Download the application](#) and submit it by one of the following methods:

1. Submit Online: ssfca.gov
2. E-mail: One copy of the **typed**, completed, and signed application to:
all-cc@ssfca.gov
3. Mail:
Office of the City Clerk
P.O. Box 711
South San Francisco, CA 94083

The application submission deadline is extended until **Friday, July 31, 2026**. Postmarks do not count; applications must be received by 5:00 p.m. on the deadline date.

INTERVIEWS

The City Council will consider filling the above-identified vacancies upon reviewing applications filed with the Office of the City Clerk, with interviews *tentatively* scheduled for **the third week of August**.

Individuals selected to serve on a City Board, Commission, or Committee may need to file a California Fair Political Practices Commission Statement of Economic Interest (Form 700), complete biennial ethics training (AB 1234), and Fiscal & Financial Training (SB 827).

Applications are accepted continuously for all Boards and Commissions and will remain valid for one year from the date of submission. Those who have submitted applications for the above positions within the past year do not need to reapply. If you are unsure of your submittal date, please call the Office of the City Clerk at (650) 877-8518 or email all-cc@ssfca.gov.

Dated: July 9, 2026

/s/ Rosa Govea Acosta
City Clerk