



AGENDA

SAN RAFAEL CITY COUNCIL SPECIAL MEETING MONDAY, NOVEMBER 30, 2020 AT 5:30 P.M.

Watch Online: <https://tinyurl.com/cc-2020-11-30>

Telephone: (669) 900-9128,

ID: 849-5872-5474#

Members of the public may speak on Agenda Items.

1. Park and Recreation Commission Interviews

Interview Applicants and Consider Appointments to Fill Two Four-Year Terms to the End of October 2024 on the San Rafael Park and Recreation Commission Due to the Expiration of Terms of Tom Obletz and Jeff Jones (CC)

Recommended Action – Appoint two applicants

2. Board of Library Trustees Interviews

Interview Applicants and Make Appointment to Fill One Unexpired Four-Year Term on the Board of Library Trustees to the End of April 2023 Due to the Resignation of Claudia Fromm (CC)

Recommended Action – Appoint one applicant

ADJOURNMENT:

Any records relating to an agenda item, received by a majority or more of the Council less than 72 hours before the meeting, shall be available for inspection online. Sign Language interpreters may be requested by calling (415) 485-3066 (voice), emailing Lindsay.lara@cityofsanrafael.org or using the California Telecommunications Relay Service by dialing "711", at least 72 hours in advance of the meeting. Copies of documents are available in accessible formats upon request.



SAN RAFAEL CITY COUNCIL STAFF REPORT

Department: City Clerk

Prepared by: Lindsay Lara, City Clerk

City Manager Approval:

TOPIC: PARK AND RECREATION COMMISSION INTERVIEWS

SUBJECT: INTERVIEW APPLICANTS AND CONSIDER APPOINTMENTS TO FILL TWO FOUR-YEAR TERMS TO THE END OF OCTOBER 2024 ON THE SAN RAFAEL PARK AND RECREATION COMMISSION DUE TO THE EXPIRATION OF TERMS OF TOM OBLETZ AND JEFF JONES

RECOMMENDATION:

Interview the following applicants and appoint two applicants to fill two four-year terms on the Park and Recreation Commission, with terms to expire October 31, 2024.

Names
Valerie Kunz
Keith Granger
Bryn Hughes
Cardonna McClure
Robert Sandoval
Kela Cabrales
Tom Oblatz

BACKGROUND:

The terms of Jeff Jones, Tom Oblatz and Alternate Member Jeren Seibel expired at the end of October 2020. On October 5, 2020, the City Clerk’s Office called for applications to fill two vacancies of the full voting members. Staff recommends leaving the Alternate Member vacant due to a lack of need for an alternate member on the Park and Recreation Commission, and Alternate Member Jeren Seibel expressed his intent to not reapply for the position. Seven (7) applications were received in the City Clerk’s Office by the deadline of Tuesday, October 26, 2020 and incumbent Jeff Jones did not reapply.

COMMUNITY OUTREACH:

The call for applications for the Park and Recreation Commission was advertised in Snapshot (the City Manager’s e-newsletter), the City website, Nextdoor and Facebook social media platforms.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

RECOMMENDED ACTION:

Interview the listed applicants and appoint two applicants to fill two four-year terms on the Park and Recreation Commission, with terms to expire October 31, 2024.

ATTACHMENTS:

1. Seven (7) applications
2. Municipal Code Section 2.16.020 (Park and Recreation Commission)

#1

COMPLETE

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Started: Monday, October 05, 2020 7:17:23 PM
Last Modified: Monday, October 05, 2020 7:23:48 PM
Time Spent: 00:06:25
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Q1

Contact Information

First and Last Name	Valerie kunz
Address	[REDACTED]
City/Town	San rafael
State/Province	Ca
ZIP/Postal Code	94903
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Park and Recreation Commission

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

36 years

Q7

Business Information

Company	Retired
---------	---------

Q8 Social Media

How did you hear about this vacant position?

Q9

Do you participate in any civic activities? If so, what are they?

No

Q10

List any civic organizations of which you are a member:

None

Q11

Education:

College of Marin medical assisting

Q12

Why are you interested in serving on a board or commission?

I have a history of volunteering and parks and rec interests me

Q13

Describe possible areas in which you may have a conflict of interest with the City:

None

Q14

Respondent skipped this question

Upload your resume.

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

#3

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Wednesday, October 07, 2020 1:04:41 AM
Time Spent: 00:16:21
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Page 1

Q1

Contact Information

First and Last Name	Keith Granger
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94903
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Park and Recreation Commission

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

25 Years

Q7

Business Information

Company	Academic Therapy Publications
Address	[REDACTED]
City/Town	Novato
ZIP/Postal Code	94903

Q8

City Council Agenda

How did you hear about this vacant position?

Q9

Do you participate in any civic activities? If so, what are they?

Very active in community causes related to San Rafael/Terra Linda housing and development initiatives, district elections, PDA hearings, Northgate, etc. I regularly attend SR City Council meetings and neighborhood meetings, and Terra Linda Homeowners meetings. I am skilled at writing and communications and regularly get opinions printed in the Marin IJ on various issues, and occasionally in Social media. Neighborhood booster and first to welcome new neighbors in community.

Q10

List any civic organizations of which you are a member:

Member (paid up) Terra Linda Homeowners Association. Appointed by previous President, Ruel Brady, to voice Association's position on district elections in his absence at SR City Council meetings.

Active participant in the Marin R.E.S.T. (Rotating Emergency Shelter Team) program 2009-2018. Acted as team captain/co-organizer for at least two evenings each winter serving 40 meals.

Seasonal pass holder in the swimming program for many years at Terra Linda Pool.

University of San Francisco North Bay Alumni Board and Scholarship Fund (for north Bay residents) (2012 to date)

Q11

Education:

University of San Francisco; BS 1980, Business Administration. Major in Accounting and Information Systems. Additional coursework in Marketing and Communications. Audited MBA Courses at Dominican University 2014-2018.

Q12

Why are you interested in serving on a board or commission?

I feel it's time for me to step out from just being an active commentator and critic on all the things the City does, and get involved! I have a lot of diverse experience I think are relevant. Parks and Recreation is a good fit for a start as I believe in public accessible recreational facilities of our city resources. I have always enjoyed and have been a seasonal passholder in the swimming program for many years at TL Community Center, and have used the tennis courts at TL High (I would like to see some coordination there with the city) and Freitas Tennis courts occasionally. Wife and I enjoy cycling and see that as part of the Parks and Recreation sphere, but understand the role of pedestrian and cycling commission. I would like to explore possibilities and promote more partnership arrangements with San Rafael high schools on things such as swimming and other sports. I golf regularly (pre pandemic) and enjoy the offerings of McGinnis Park.

Q13

Describe possible areas in which you may have a conflict of interest with the City:

I see no conflicts.

Q14

Upload your resume.

Resume_keith_granger_2020.pdf (38.2KB)

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

Resume: Keith C. Granger

Career Overview:

30 years consulting, contracting and training company management and individuals in computer graphics and publishing systems, digital publications, marketing communications, website design and analytics. Experience includes hands on project management, training, and working on product development teams in educational publishing, high technology, and the wood products industry. Assisted various nonprofits in marketing and web presence. Previous experience in overseas construction projects, contract administration, financial auditing, and systems design.

Education:

- University of San Francisco; BS 1980, Business Administration. Major in Financial Accounting and Information Systems. Additional coursework in Marketing and Communications.
- Audited MBA Courses at Dominican University, San Rafael, 2013-2018.

Work Experience and Major Contract Work Engagements:

Academic Therapy Publications / High Noon Books, Novato, CA

- Self Employed Contractor July 1991 – December 2017
- Employed full time as an In-House Consultant December 2017 - Present

Advise and assist this 50 year old pioneering company in special education and assessments in digital publishing and computer graphics, direct marketing (print and digital), eCommerce systems management, database analytics, eBook development, staff training.

The Kelleher Corporation & Rafael Lumber, San Rafael, CA

- Self Employed Contractor July 1990 – Present

Assisted one of the largest distributors of wood moulding and millwork products on the west coast in marketing communications, print and web design, catalog production, computer graphics. Developed in store displays and packaging used at 200+ Home Depot stores and other home improvement chains. Assisted local retail outlets Rafael Lumber (owned by Kelleher Corp) and Golden State Lumber (independently owned)

Key Curriculum Press, Berkeley, CA

- Self Employed Contractor Nov 2001 – December 2012

Pioneer mathematics textbook developer. Marketing Communications, educational video, publishing production and systems, trade show booth preparation, national sales staff support.

Broderbund Software (Learning Company, Riverdeep, Mindscape, Software Toolworks, et al!)

- Self Employed Contractor Nov 1990 – December 2002

Worked for this storied Marin tech company throughout the digital and dot.com revolution. Publishing and Design Consultant, product documentation and technical writing, educational products. Assigned to A-List products: Chessmaster, Mavis Beacon, National Geographic CD/DVD, Lucas Games, Frederick Warne (Peter Rabbit), Mario, Groliers.

Previous Experience:

Finance, Contract administration, Training, Accounting and auditing, MIS Systems development,

- Parsons Engineering (Pasadena/Saudi Arabia Project Office) Sept 1984 – May 1987
- Whittaker Corporation (Los Angeles/Saudi Arabia Project Office) Jan 1983 – Aug 1984
- PricewaterhouseCoopers (San Francisco) Sep 1980 – Nov 1982

Volunteer/Community Experience

St. John's Episcopal Church, Ross, CA - 1998-present

- Event promotion, photography, web and media assistance. (Ross House Tours)
- Headed up online streaming of church services during 2020 Pandemic.
- Meal Captain/Organizer – R.E.S.T Rotating Emergency Shelter Team (10 years)

University of San Francisco

- USF Alumni Board of Directors (two terms) Jan 2006 – Jan 2012
- USF North Bay Regional Council and Scholarship Fund Jan 2012 – present

#4

COMPLETE

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Last Modified: Wednesday, October 07, 2020 8:16:00 AM
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IP Address: 98.248.164.62

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Q1

Contact Information

First and Last Name	Bryn Hughes
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 **Park and Recreation Commission**

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

5 years

Q7

Business Information

Company	Slalom
Address	[REDACTED]
City/Town	San Francisco
ZIP/Postal Code	94111

Q8

Social Media,

How did you hear about this vacant position?

Friend

Q9

Do you participate in any civic activities? If so, what are they?

Volunteer trail repair at China Camp (pre-Covid), Polling Station volunteer, and volunteering in my children's school.

Q10

List any civic organizations of which you are a member:

Friends of China Camp

Q11

Education:

Masters of Engineering, Sheffield University, UK plus a Bachelors of Engineering at the same university. Multiple professional certifications.

Q12

Why are you interested in serving on a board or commission?

I have always been interested in the outdoors since a child, love to support the open spaces and encourage their use for all. My wife serves on the San Library board and has inspired me regarding the influence and change that is possible with the right level of engagement. I lead multiple board meetings for work and would like to use these skills to give back to my local community.

Q13

Describe possible areas in which you may have a conflict of interest with the City:

None

Q14

Upload your resume.

Resume- Bryn Hughes Oct2020.pdf (106.4KB)

Page 4: Demographics

Q15

Ethnicity



Q16



To which gender do you most identify?

Q17



How old are you?

Bryn Hughes

San Rafael, CA 94901 | [REDACTED] | [REDACTED] | www.linkedin.com/in/brynhughessf

PROFILE

Senior Agile Coach and Program Manager with over 15 years of deep expertise of leading IT related programs and projects, while managing the business change required for effective delivery. Experienced advising and implementing across various sectors (Government, Pharma, Retail, Utilities, Finance), with a strong track record of working effectively to align business and IT through key transformational initiatives such as agile/agility/portfolio changes. Adept at managing large and complex implementations using best practice approaches that are supported by SAFe, PMP, PROSCI and other frameworks.

PROFESSIONAL EXPERIENCE

PRACTICE AREA LEAD | SLALOM | MARCH 2020 - PRESENT

- Led the agile transformation practice for Business Advisory Services in San Francisco, developing internal skills and leading sales across the local market.
- Deliver agile training, coaching and leading key delivery activity across multiple teams and clients while coaching peers to improve their own capabilities.
- Stood up both traditional and agile governance models across organizations and programs.

SENIOR PRINCIPAL CONSULTANT | MI-GSO|PCUBED | JULY 2016 – FEBRUARY 2020

- Setup new project/program delivery teams for three distinctly different clients in parallel in different geographies, to guide the clients on their PPM maturity journeys towards strategic portfolio management while also introducing agile methods as a step towards achieving business agility.
- Led a major business transformation program initiative across global service delivery teams covering 10 time zones across the world. Directed the project delivery change from waterfall to agile and into successful implementations within a legacy waterfall business.
- Implemented a portfolio management approach and solution to two large clients (one Retail and one Healthcare), resulting in a targeted number of projects now strategically aligned to the business.

PRINCIPAL CONSULTANT | MI-GSO|PCUBED | APRIL 2014 – JUNE 2016

- Deployed a portfolio management and financial planning solution across IT with supporting change management effort to ensure successful integration into the target audience.
- Undertook targeted diagnostic look-back across a 4-year transformation program and proposed clear recommendations for enterprise wide improvements that were all accepted and implemented.
- Conducted a diagnostic review of an energy client to prepare both client & supplier for the introduction of a Project Management Managed Service.

PROGRAM MANAGER (CONTRACT) | ROYAL BANK OF SCOTLAND | JUNE 2013 – FEBRUARY 2014

- Owned the recalibration of a BI program and subsequent delivery across two large operating companies within the bank. Deployment completed with high end user participation and business outcomes.
- Directly targeted engagement of external specialists and SMEs from end user teams to ensure a fit-for-purpose outcome was most likely to be achieved.
- Initiated and maintained strong upward stakeholder management to engage leadership in understanding and subsequently owning the delivery into their teams, resulting in the ultimate success of the program.

PROGRAM MANAGER (CONTRACT) | ROYAL BANK OF SCOTLAND | JANUARY 2012 – MAY 2013

- Identified and engaged key stakeholders (Risk, Legal, HR, Compliance, Support etc.) across the Retail and Corporate businesses to ensure that key customer facing teams supported the proposals and the migration approaches were robust and achievable.

SENIOR PROJECT MANAGER (CONTRACT) | ROYAL BANK OF SCOTLAND | SEP 2010 – DECEMBER 2011

- Managed the creation of new comprehensive customer and staff journeys for eight key migration approaches across two transformation programs (and 12 sub-projects).
- Directed and controlled the migration of 80,000+ customers across the businesses over 18 months, exceeding the benefits forecast whilst delivering 10% under cost budget.

SENIOR PROJECT MANAGER (CONTRACT) | UK BORDER FORCE | MAY 2009 – AUGUST 2010

- Successfully supplier managed key elements of a large IT consortium (a \$2B program) to deliver a key interface design and integration components to plan. Completed complex commercial negotiation of a \$25m change request to maintain delivery to a tight timeline.

SENIOR PROJECT MANAGER | FUJITSU SERVICES | OCTOBER 2007 – APRIL 2009

- Successfully turned around a struggling project and re-gained customer trust.
- Ensured delivery on time through close management of an immature telecommunications supplier with various communication, escalation and tracking techniques as well as management of key relationships.

PROJECT MANAGER | STERIA UK | OCTOBER 2006 – SEPTEMBER 2007

- Delivered bespoke web portal application to a large government department, through key software delivery and stakeholder management to ensure delivery to time and budget.
- Managed a business change project introducing a customized enterprise document and records management (EDRMS) system to 29,000 users, for a large media and entertainment business.

GRADUATE ASSOCIATE | SIEMENS BUSINESS SERVICES | SEPTEMBER 2003 – SEPTEMBER 2006

- Six rotations across the CIO Office, Sales, Finance, Account Management and Project Management.

EDUCATION

MASTER OF ENGINEERING | 2001 | UNIVERSITY OF SHEFFIELD, UK

- Major: Systems Engineering | Minor: Mechanical Engineering

BACHELOR OF ENGINEERING | 2001 | UNIVERSITY OF SHEFFIELD, UK

- Major: Systems Engineering | Minor: Mechanical Engineering

TECHNICAL SKILLS

- Microsoft Office, SharePoint, Dynamics CRM, Salesforce
- MS Project, MS Project Server, Sciforma, JIRA, Primavera 6, Trello, Planner
- Telecommunications, Cloud, Networking, IT infrastructure, Business Analysis

CERTIFICATES

- SPC – SAFe Program Consultant
- RTE – SAFe Release Train Engineer
- PMP – Project Management Professional
- PCM – PROSCI Change Management
- MSP – Managing Successful Programs
- CSM – Certified Scrum Master
- ITIL – Foundation Certificate
- PRINCE2 – Project Management Practitioner

#5

COMPLETE

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Last Modified: Wednesday, October 07, 2020 7:18:19 PM
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IP Address: 67.169.15.45

Page 1

Q1

Contact Information

First and Last Name	Cardonna McClure
Address	[REDACTED]
City/Town	SAN RAFAEL
State/Province	CA
ZIP/Postal Code	94901-1287
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

Park and Recreation Commission

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

About 2 great years.

Q7

Business Information

Company	Kentfield Hospital
Address	[REDACTED]
City/Town	Kentfield

Boards and Commissions Application

Q8

How did you hear about this vacant position?

Other (please specify):

I want to be part of the community and I researched Boards

Q9

Do you participate in any civic activities? If so, what are they?

Not currently. I am applying to be a CASA advocate when the next class is scheduled. I was an advocate in LA.

Q10

List any civic organizations of which you are a member:

None currently. Which is why I wanted to join a board.

Q11

Education:

JD, RT, BS in Business

Q12

Why are you interested in serving on a board or commission?

To add and aid in making a great community better.

Q13

Describe possible areas in which you may have a conflict of interest with the City:

none

Q14

Upload your resume.

2021.pdf (121KB)

Page 4: Demographics

Q15

Ethnicity

[Redacted]

Q16

To which gender do you most identify?

[Redacted]

Q17



How old are you?

Donna E. McClure

San Rafael, CA 94910

Cell Phone: [REDACTED]

- Undergraduate & Law Degrees
- Hospital Coordinator Manager
- Durable medical Equipment Sales/ Manager
- Respiratory Therapist 25 years
- Hearing Program Manager
- Respiratory & Pharmaceutical Sales
- Health Fair & Expo Education Skill Set
- Successfully Handle Projects & Deadlines
- Utilization review and quality improvement
- Excellent written and interpersonal skills
- Specialty in Disease Management Programs
- Demonstrated financial responsibility for operations
- Conceived and Executed New Product Launches
- Team building and Leadership

Clinical Liaison: 8/2018 to Present

Kentfield Hospital

- ◆ Responsible for marketing, and maintaining an effective working relationship with Doctors and case managers
- ◆ Planning, organizing and executing comprehensive Business Development plans
- ◆ Provided treatment plans for patients with, pulmonary, neurological and complex medical needs.
- ◆ Achieved 67% of quota Q1 Jan, Feb, March 2019
- ◆ Achieved 86% of quota Q2 April, May, June 2019
- ◆ Achieved 146% of quota Q3 July, August, September 2019
- ◆ Achieved 115% of quota Q4 October, November, December 2019
- ◆ Achieved 77% of quota January 2020
- ◆ Achieved 77% of quota February 2020
- ◆ As of March 2020 I am 150% of quota

Hospital Coordinator: 04/2016 to 8/2018

Peloton Screening Service Manager

- ◆ I oversee the day to day operation of the Hearing Screening program at Ochsner Health System including HR safety and risk management issues with staff.
- ◆ I execute the hospital policies and procedures and the guidelines to direct screeners on their daily screening responsibilities.
- ◆ Provide screening result information to hospital personnel, physicians and patients.
- ◆ Complete all documentation required for hospital and state tracking requirements.

Manager Polysomnography Technician: 06/2010 to 8/2018

- ◆ CARE PLUS / ST. JAMES PARISH HOSPITAL SLEEP LAB;
- ◆ Polysomnography Manager within a hospital-based sleep lab environment with 26 beds. Perform comprehensive lab testing, including PSG, CPAP titrations, MWT, and

MSLT studies with COPD. Accountable for up to 2 patients per night. Train all staff on protocol and sleep therapy. Responsible for cost, quality of the lab.

- ◆ Review patient history, physical information, medications, procedures, and demonstration of products for patients and staff. Increased lab visibility by participating in local Health Fairs. Interact with RNs, Medical Directors of the Sleep Lab, and Respiratory Therapist.

Healthcare Accounts Manager; 06/2009 to 05/2010

THE SCOOTER STORE;

- ◆ As Healthcare Accounts Manager my market territory was to create new DME business leads through cold calling and referrals to Neurologist, Geriatric, Internist and Orthopedic physicians. Assisted medical staff in understanding DME Medicare guidelines for power wheelchairs & mobility scooters.
- ◆ Accountable for placing power wheelchairs in Doctors' offices and Home Health Field Nursing Facilities, assisting with processing of Medicare prescriptions required for the power chair, and ensuring that their offices provide proper documentation.
- ◆ Educated clients on Medicare reimbursement and all technical aspects of equipment. Built productive relationships with physicians and staff through networking, generated more than \$500,000 in new business, and exceeded established sales goals.

Respiratory Therapist / Sales Associate; 06/2006 to 05/2009

APRIA HEALTHCARE;

- ◆ Accountable for sales and medical services for a California territory spanning the San Fernando Valley to Riverside County. Conducted symposiums for doctors, social workers, medical staff, discharge planners, and families throughout the territory.
- ◆ Generated new business through referrals and maintained current relationships with physicians and discharge planners' consulted on patient treatment, medical condition, and instructed families on operation of Pulmonetic LTV Mechanical Ventilation Home Units.
- ◆ Provided and operated respiratory care equipment, including Oxygen Therapy, Apnea Monitoring, Nebulization Therapy, Suctioning, Nasal CPAP, and Ventilation. Attended all discharge planning meetings for ventilator-dependent patients.

Assistant Manager; 06/2002 to 05/2006

STARBUCKS COFFEE COMPANY; Upland, California

- ◆ Performed all management duties for the nation's largest coffeehouse chain, with average daily revenue \$2,200 per day and \$750K per year. Maintained direct management responsibilities over store team and all food & beverage service operations.

Lead Respiratory Therapist / Sales Associate; 06/1989 to 12/2000

APRIA HEALTHCARE; Brea, California

- ◆ Conducted symposiums on life support, asthma and COPD. Discharged respiratory patients and completed sales calls with the sales team.
- ◆ Implementation of JCAHO policies and procedures. Managed operations in various departments and maintained patient records, containing relevant information, care plans, prescriptions, and follow-up documentation.

EDUCATION

Juris Doctor (J.D.) Degree; 2015

TAFT LAW SCHOOL; Santa Ana, California
Major: Health and Business Law

Bachelor of Science (B.S.) Degree; 1994

UNIVERSITY OF PHOENIX; Pasadena, California
Major: Business Administration Management

Respiratory Therapist Licensing; 1986

CONCORDE CAREER COLLEGE; Hollywood, California

#6

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Sunday, October 18, 2020 10:46:23 PM
Time Spent: 00:16:41
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Page 1

Q1

Contact Information

First and Last Name	Robert Sandoval
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

Park and Recreation Commission

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

Within the last year (recent homeowner)

Q7

Business Information

Company	Morrison & Foerster
Address	[REDACTED]
City/Town	San Francisco
ZIP/Postal Code	94105

Q8

City Manager's Newsletter

How did you hear about this vacant position?

Q9

Do you participate in any civic activities? If so, what are they?

Professionally, I have a robust pro bono legal practice that allows me to use my legal education to serve the community, including by counseling non-profit organizations and representing individuals in civil rights cases.

Since 2017, I have served on the Board of Directors for the San Francisco La Raza Lawyers Association. I also participate as a mentor to pre-law students, law students, and younger attorneys in programs run by various legal organizations, such as the Association of Latino Marin Attorneys.

From 2016 to 2018, I worked for the State of California, Office of the Attorney General, as a Deputy Attorney General representing state agencies and individuals, including the California Department of Parks & Recreation.

From 2017-2019, I served as a Young Leaders Board Member for an educational non-profit called Aim High, which provides a free summer enrichment program to middle school students from low income households in the Bay Area.

Q10

List any civic organizations of which you are a member:

Currently I am a member of the Board of the Directors for San Francisco La Raza Lawyers Association, and a member of the Bar Association of San Francisco.

Q11

Education:

BA Politics and Economics, Occidental College
JD, University of Chicago Law School

Q12

Why are you interested in serving on a board or commission?

My wife and I have lived in the Bay Area since 2016, and we are new homeowners in the Peacock Gap neighborhood. We moved to San Rafael intent on starting a family and enjoying the natural beauty of our City's parks and recreational areas. We've appreciated being able to explore parks throughout the City, especially during the pandemic, and routinely take morning or afternoon walks in nearby Peacock Gap Park while working remotely from home. As a newer homeowner, I am committed to the future of our community, and I want to give back to the City by contributing to our City's Parks and Recreation Commission initiatives.

As a former Deputy Attorney General for the State of California, I believe civic engagement is important, and I see serving on the Parks and Recreation Commission as one area where I can add value. In my former role as a Deputy Attorney General, I worked with state agencies, including the California Department of Parks and Recreation, and I have the experience, interest, and critical thinking ability to support the City Council by serving on the Parks and Recreation Commission. My professional background and personal perspective make me well-equipped to assist the City Council and the Department in our annual review of park plans, in monitoring current services and community needs, and in establishing policies and procedures for appropriate park usage.

The need for safe and accessible parks and recreation is more important than ever during these times. Although the pandemic has shaken up the country in fundamental ways, San Rafael's many parks and recreational areas and services continue to provide much needed physical and mental health benefits to our entire community. As the Recreation Division reported to the Commission in the October meeting, there are many challenges in re-opening our City services in response to covid-19, but we are making impressive progress that allows the public to continue being involved in the parks and recreation in our City. If selected to serve, I would continue to work in support of our initiatives for the benefit of all in our community who enjoy our parks and recreational spaces. Thank you in advance for your consideration.

Q13

Describe possible areas in which you may have a conflict of interest with the City:

I do not have a conflict of interest with the City, nor do I anticipate any conflict arising.

Q14

Upload your resume.

Sandoval Resume Oct2020.pdf (122.5KB)

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17



How old are you?

Robert Sandoval

<https://www.mofo.com/people/robert-sandoval.html> • <https://www.linkedin.com/in/rssandoval/>

EDUCATION

The University of Chicago Law School, Chicago, IL
Juris Doctor, June 2016

Stanford Graduate School of Business, Stanford, CA
Cert., Summer Institute of General Management, Summer 2013

Occidental College, Los Angeles, CA
Bachelor of Arts, *cum laude*, Majors: Politics, Economics; Minor: Classical Studies, May 2013

PROFESSIONAL EXPERIENCE

Morrison & Foerster LLP, San Francisco, CA
Litigation Associate, 2019 – Present

- Represent and advise clients in general commercial litigation, class action defense, and civil rights

United States District Court, Northern District of California, San Francisco, CA
Judicial Law Clerk to The Hon. William H. Orrick and The Hon. Richard Seeborg, 2018 – 2019

- Conducted research and drafted orders on a wide variety of issues and cases appearing before the Court

California Department of Justice, Office of the Attorney General, San Francisco, CA
Honors Deputy Attorney General, Civil Division, 2016 – 2018

- Represented the California Department of Parks and Recreation, and other California employees, agencies, and departments, in litigation in state and federal courts
- Recipient of a 2017 California Attorney General's Team Award for work performed on the Deferred Action for Childhood Arrivals (DACA) Litigation Team

United States Securities and Exchange Commission, Washington, DC
Law Clerk, Enforcement Division & Trial Group, Summer 2015

- Assisted trial group with research, writing, and oral argument preparation

United States Attorney's Office, Central District of California, Los Angeles, CA
Law Clerk, Civil Division, Summer 2014

- Provided research to Assistant United States Attorneys in civil enforcement litigation matters

VOLUNTEER AND CIVIC ENGAGEMENT

San Francisco La Raza Lawyers' Association, San Francisco, CA
Board of Directors, 2017 – Present
Vice President of Membership, 2018-19

<https://www.larazalawyers.org/board-of-directors>

- Host programs to support Latinx attorneys and promote diversity and inclusion in the legal profession

Aim High, San Francisco, CA
Young Leaders Board Member, 2017-19

<https://www.aimhigh.org/news/blog/introducing-aim-high-young-leaders-board/>

- Helped raise brand recognition and visibility, develop a more diverse funder base, and promote Aim High's mission of narrowing the opportunity and achievement gaps in Northern California

Wills for Heroes, Chicago, IL
Law Student Volunteer, Fall 2015 – Spring 2016

<http://www.willsforheroes.org/history.htm>

- Provided intake support to prepare wills for first responders

#7

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, October 26, 2020 9:00:32 AM
Last Modified: Monday, October 26, 2020 10:51:47 AM
Time Spent: 01:51:15
IP Address: 76.253.12.172

Page 1

Q1

Contact Information

First and Last Name	Kela Cabrales
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

Park and Recreation Commission

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

23 years

Q7

Respondent skipped this question

Business Information

Q8

Friend

How did you hear about this vacant position?

Q9

Do you participate in any civic activities? If so, what are they?

I was married at the Falkirk Mansion in 2002. My kids learned to swim through the Terra Linda pool swim lessons, and our family has had a pool pass for several years. My husband has been involved with the San Rafael softball league for many years. My children have participated in many activities and camps over the years. My son was part of the Taekwondo classes for several years at Terra Linda and San Rafael community centers, as well as the summer fishing camp. My daughter was very involved in the theater program at B street, and the art and dance classes at the Al Boro community center. I have participated in the theater program as well as running an after school class through the city at Coleman elementary school. I have volunteered at several community days at Terra Linda community center, as well as the reopening of the Boyd park. My family has used the parks and pools for birthday parties and for sports such as indoor soccer. As a family we have enjoyed many hours in our own neighborhood park Bret Harte, participating and volunteering for community holiday celebrations.

Q10

List any civic organizations of which you are a member:

Sustainable Community Theater Foundation, Board Member
Non-profit organization

Q11

Education:

San Francisco State University Bachelors Degree - August 1994 Radio and Television/ Video Production Emphasis

Cal State East Bay – December 2012 Project Management Certification

Q12

Why are you interested in serving on a board or commission?

My family and I have been involved with our community through the schools for quite a while and I would like to further that involvement by serving on the commission. I have a good sense of the community would want from these services and I would like to help make San Rafael a great place to live!

Q13

Describe possible areas in which you may have a conflict of interest with the City:

None that I am aware of.

Q14

Upload your resume.

Kela Cabrales-resume20.pdf (60.8KB)

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

Kela Cabrales

San Rafael, CA 94901

Part Time Faculty- Academy of Art – September 2013 – Present

Department of Animation and Visual Effects, Rotoscoping

Technology and Computer Teacher - February 2013-Present

Coleman Elementry, K-5, technology teacher.

Industrial Light & Magic –February 1995 to April 2012

Computer Graphic Artist -August 1998 to April 2012

Composited for feature films and commercials. Performed plate clean up, re-creation and wire removal using compositing and painting features. Worked as part of team with other 2D & 3D artists to ensure a consistent look and an efficient workflow pipeline.

Technical Assistant -August 1996 to August 1998

Provided file back-up and retrieval support for Computer Graphics Department. Worked on SGI platform with Unix scripts. Helped develop internal programs to streamline I/O procedures. Managed departments' computer resources and disk space. Organized new system for archiving and retrieving files. Trained other Technical Assistants and Artists.

Production Assistant - February 1995 to August 1996

Assisted with preparation of live action stage and location shooting. Created and maintained billing for location production and film processing costs. Generated cost tracking updates of using Microsoft Word and Excel. Scheduled and coordinated digital plate clean up. Reconciled overall show budgets. Provided administrative support to production team.

San Francisco Production Group – June 1993 to February 1995

Assistant Editor, Video post production work. Set up and assisted for editing sessions in analog and digital formats. Assisted with Flame, Paintbox and Mac scans and layoffs. Assistant AVID editor. Head of night shift operations in master control room.

KPIX Channel 5- October 1992 to June 1993

Bay Sunday Segment Producer– October 1992 to June 1993

Wrote introductions, bumpers and interview questions. Identified and interviewed guests to represent different perspectives. Collected footage and supervised editing sessions. Researched topics and contributed show ideas.

ENG and Field Production - December 1992/ August 1994

Grip for freelance news photographer. Field assistant for Lifespan special and Bay to Breakers.

KNEW/KSAN Radio Station -July 1991 to October 1992

Morning Show Producer, May 1992 to October 1992, Pulled carts and CD's for music and commercials. Organized contests, answered phones, screened calls. Provided support for on-air talent.

Technical Operator, July 1991 to May 1992, Operated Pacific Recorder 20 channel board for live satellite show Truckers Interstate Radio Network. Ran board for live remote Radio-thon.

Promotions Department – May 1991 to May 1992, coordinated promotional events, organized contest, managed prize distribution.

Education

San Francisco State University Bachelors Degree - August 1994
Radio and Television/ Video Production Emphasis

Cal State East Bay – December 2012
Project Management Certification

**CITY OF SAN RAFAEL
APPLICATION TO SERVE AS MEMBER OF
PARK & RECREATION COMMISSION**

NAME: Thomas Oblatz

STREET ADDRESS: [REDACTED]

CITY/STATE/ZIP CODE: San Rafael, CA 94901

Mail to be sent to: [REDACTED] San Rafael, CA 94915

RESIDENT OF THE CITY OF SAN RAFAEL FOR: 44 YEARS

PRESENT POSITION: Retired

NAME OF FIRM: _____

BUSINESS ADDRESS: _____

*HOME & BUSINESS PHONE: [REDACTED]

*E-MAIL ADDRESS: [REDACTED]

EDUCATION: Bachelor's of Fine Arts, University of Denver, Denver, CO 1973
DART Training, City of San Rafael, San Rafael, CA 1997

PARTICIPATION IN THE FOLLOWING CIVIC ACTIVITIES: Member, Marin Bocce Federation, 1995 to date; Organizing Committee Member, The Great Race, 2016; Volunteer and Photography Chair, Italian Street Painting Marin, 1990 to 2019; San Rafael Library and Community Center Conceptual Design Working Group, 2020 to date

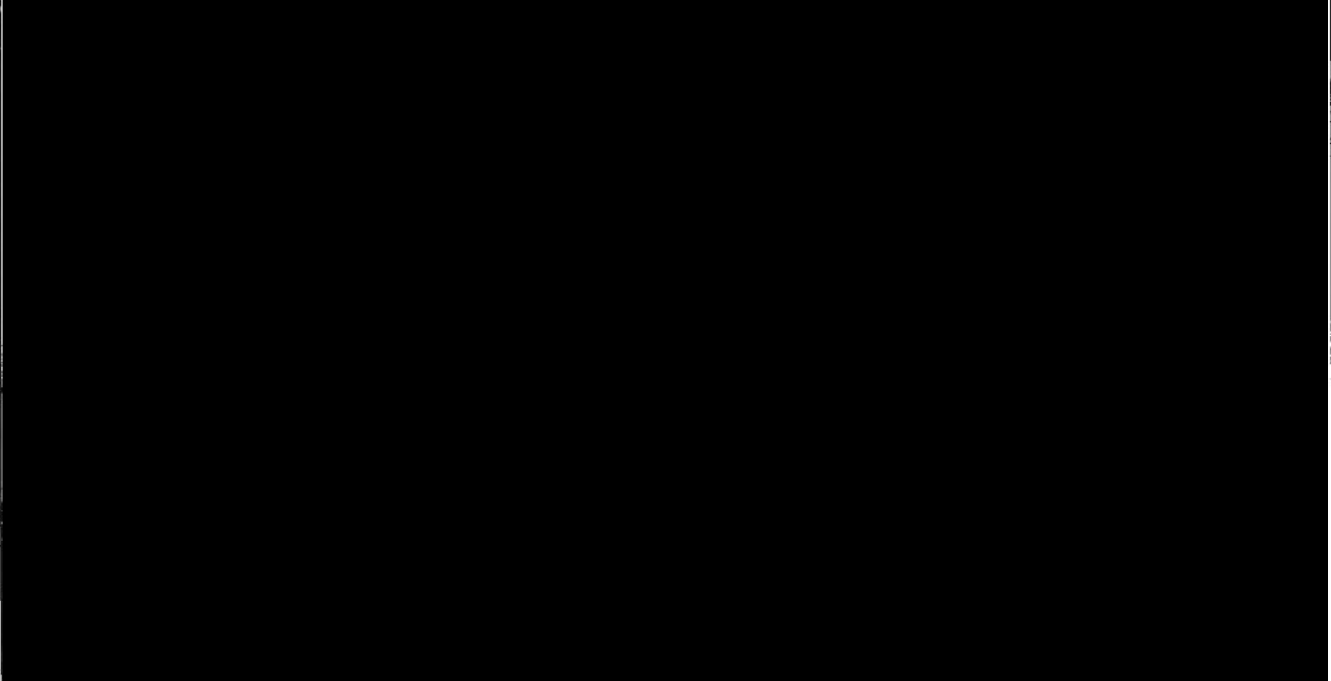
MEMBER OF FOLLOWING CIVIC ORGANIZATIONS: Former Chair and current Commissioner, San Rafael Park and Recreation Commission 2012 to date; Member/Committee Chair, San Rafael Elks Lodge 1108, 1985-2009; Board Member/Treasurer, Gerstle Park Neighborhood Association 1995-2000; Finance Committee Chair and Facilities Committee Chair, Marin Shakespeare Co., 2016 to date; Chair, Albert Park Community Advisory Committee, 2001 Board Member, Mountain Play Association, 2009-2015; Member, Albert Park Renovation Committee, 1992, Co-Founder/Chair, Federation of San Rafael Neighborhoods, 1989-2000; Founder and Director, San Rafael PorchFest, 2018

MY REASONS FOR WANTING TO SERVE ARE: I remain committed to make San Rafael a great place to live, work, visit and play. In my time as a San Rafael Park and Recreation Commissioner, I have served with diligence and integrity. There's much to be done to maintain and improve our parks, Falkirk Cultural Center, Community Gardens, Community Centers, Recreation Centers and other facilities. In this challenging time of Pandemic and reduced resources and employees, it is critical that the Commission find creative ways to wisely use our collective skills to maximize positive impact in the City. The continued judicious use of Measure 'A' funds for projects is significant for San Rafael. I am motivated to work with my fellow Commissioners, Staff and the community to make significant improvements to the quality of life in San Rafael.


DESCRIBE POSSIBLE AREAS IN WHICH YOU MAY HAVE A CONFLICT OF INTEREST WITH THE CITY: None.

Demographics (Optional)

The demographic information you choose to provide is **VOLUNTARY** and **OPTIONAL** and refusal to provide it will not subject you to any adverse treatment. This information will be considered confidential, kept separate from your application and will not be used for evaluating applications or making appointments. The City of San Rafael will use this information solely to conduct research and compile statistical reports regarding the composition of its Board and Commission applicants.



DATE: 10/20/2020

SIGNATURE: 

Filing Deadline:
Date: Monday, October 26, 2020
Time: 5:00 p.m.

Mail or deliver to: City of San Rafael, Dept. of City Clerk
City Hall, 1400 Fifth Avenue, Room 209
San Rafael, CA 94901

*Information kept confidential, to the extent permitted by law.

SAN RAFAEL MUNICIPAL CODE

Chapter 2.16 - BOARDS AND COMMISSIONS

2.16.020 - Park and Recreation Commission.*

A Park and Recreation Commission is created. (Ord. 889 § 4, 1967: Ord. 511)

* Park Commission--See San Rafael Charter, Art. III § 52 and Art. VIII § 11.

2.16.021 - Commission membership--compensation.

The Park and Recreation Commission shall consist of seven members appointed by the City Council, one of whom may be a councilman. All members of the Park and Recreation Commission shall serve without compensation. (Ord. 1141 § 1, 1974: Ord. 889 § 5 (part), 1967)

2.16.022 - Commission term of office and removal.

Members of the Park and Recreation Commission shall serve for a term of four years and shall be subject to removal by the affirmative vote of three members of the council. The terms of office of members of the commission shall be staggered in the manner provided by resolution of the city council. (Ord. 889 § 5 (part), 1967)

2.16.023 - Commission powers and duties.

Subject to the direction and control of the city council, as provided in Section 2.04.030 of this code, the powers and duties of the Parks and Recreation Commissioners shall be:

To assist in the preparation and adoption of a review annually and revise as necessary a long-range plan for parks including neighborhood parks, community-wide parks, special use facilities and open space lands;

To focus public attention upon the need for adequate parks and healthful and creative year-round supervised recreation for all age groups;

To assist in promoting the public recreation programs;

To solicit to the fullest extent possible the cooperation of school authorities and other public and private agencies interested therein;

To assist the Parks and Recreation Director in establishing general policies and procedures in respect to park usage;

To review, comment and make recommendations regarding the annual operating budget of the department;

To receive periodic reports from the department head concerning the general operations and functions of the department;

To perform such other duties as may be prescribed by the council.

(Ord. 1131 § 2, 1974: Ord. 889 § 5 (part), 1967)

CHARTER OF THE CITY OF SAN RAFAEL

ARTICLE III - Powers of the City

Section 52. PARK COMMISSION.

To establish a park commission and to appoint commissioners thereon, to serve without compensation, with such powers and duties as may be fixed by the council.

ARTICLE VIII - Executive and Administrative Departments

Section 11. PARK AND RECREATION COMMISSION.


There shall be a park and recreation commission appointed by the council, the exact number of which shall be set by ordinance or resolution of the council, one of whom may be a councilman. The members of the commission shall serve for a term of four years, and shall be subject to removal by the affirmative vote of three members of the council. The terms of office of members of the commission shall be staggered in the manner provided by resolution of the council. The park and recreation commission shall exercise such powers and perform such duties as may be prescribed or conferred in this charter or by ordinances of the city.

(Assembly Concurrent Resolution No. 121, August 20, 1973:
Senate Concurrent Resolution No. 46, May 31, 1967.)



SAN RAFAEL CITY COUNCIL STAFF REPORT

Department: City Clerk

Prepared by: Lindsay Lara, City Clerk **City Manager Approval:** 

TOPIC: BOARD OF LIBRARY TRUSTEES INTERVIEWS

SUBJECT: INTERVIEW APPLICANTS AND MAKE APPOINTMENT TO FILL ONE UNEXPIRED FOUR-YEAR TERM ON THE BOARD OF LIBRARY TRUSTEES TO THE END OF APRIL 2023 DUE TO THE RESIGNATION OF CLAUDIA FROMM

RECOMMENDATION:
Interview the following applicants and make an appointment to fill one unexpired four-year term on the Board of Library Trustees to the end of April 2023.

Name
Ava Farab
Costi Quffa
Eric Han
Natalie Long

BACKGROUND:
The term of Claudia Fromm was set to expire at the end of April 2023, but staff received a resignation by email on October 17, 2020. On October 27, 2020, the City Clerk’s Office called for applications to fill one vacancy on the Board of Library Trustees. Eighteen (18) applications were received in the City Clerk’s Office by the deadline of Tuesday, November 10, 2020; however, three of the applicants lived outside of City limits and were ineligible. Due to the volume of applications received, a subcommittee of the City Council carried out an initial review of the fifteen applications and selected four to be interviewed by the full City Council.

The [Board of Library Trustees](#) is an advisory board that meets monthly with responsibility to provide support to library administration, work to support the process for a new library, serve as advocates for the Library to the City Council, and help increase the visibility of the Library in the community. [Meetings](#) are held on the second Tuesday of each month at 6:00 p.m. at the Downtown San Rafael Library, Library Meeting Room, San Rafael, California 94901; however, due to COVID-19, the Board of Library Trustees will meet virtually until in-person meetings resume.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

ANALYSIS:

The deadline for submitting applications was November 10, 2020, and the City Clerk's Office received eligible 15 applications; however, due to the volume of applications received, a subcommittee of the City Council carried out an initial review of the fifteen applications and selected four to be interviewed by the full City Council. Staff recommends the City Council interview the four eligible applicants and make an appointment to fill the unexpired term of Claudia Fromm to the end of April 2023.

FISCAL IMPACT: There is no fiscal impact associated with this action.

COMMUNITY OUTREACH:

The call for applications for the Board of Library Trustees was advertised through mass email notification, Canal Alliance, the City website, Nextdoor and Facebook social media platforms.

RECOMMENDED ACTION:

Interview the four applicants and make appointment to fill one unexpired four-year term on the Board of Library Trustees to the end of April 2023.

ATTACHMENT:

1. Four (4) applications
2. Resignation Letter
3. Board of Library Trustees Municipal Code Section 2.16.030

#1

COMPLETE

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Last Modified: Monday, October 26, 2020 11:05:24 AM
Time Spent: 00:29:40
IP Address: 70.36.195.35

Page 1

Q1

Contact Information

First and Last Name	Ava Rahimi Farab, Assoc.AIA, M.Arch, LEED AP BD+C
Address	██████████
Address 2	██████████
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	██
Phone Number	██████████

Q2

Board of Library Trustees

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

4.5 Years

Q7

Business Information

Company	Dorman Associates, Inc.
Address	229 Flamingo Road
City/Town	Mill Valley
ZIP/Postal Code	94941

Q8

City Manager's Newsletter

How did you hear about this vacant position?

Q9

Do you participate in any civic activities? If so, what are they?

As a member of AIA, USGBI, and NAEYC, I am involved in design and construction of many non-profit childcare centers & educational facilities throughout the Bay Area.

Q10

List any civic organizations of which you are a member:

- NAEYC
 - AIA
 - USGBI
-

Q11

Education:

Master of Architecture (M.Arch)
University of Michigan,
Taubman College of Architecture & Urban Planning, Ann Arbor,MI

Bachelor of Science in Architecture
IKIU, School of Architecture & Urban Planning, Qazvin, Iran

Q12

Why are you interested in serving on a board or commission?

I have a passion for books and libraries, and have always been involved with libraries in one way or another. I have worked for three years at my undergraduate University's central library and started two smaller libraries later after graduation. I believe in the transformational power of libraries, especially the role that early engagement with books and developing reading habits play in the lives of young children and teens. That is one focus of my work for non-profit childcare centers, where creating engaging and inviting reading spaces is a priority. I am also a believer in civic engagement and how having more people with diverse backgrounds could bring attention to issues of access for less advantaged demographics in our city. Our current situation with the Covid-19 pandemic could be a catalyst to bring more access to the library resources for different groups.

Q13

Describe possible areas in which you may have a conflict of interest with the City:

I cannot think of any at the moment.

Q14

Upload your resume.

AVA FARAB _ CV.pdf (176.7KB)

Page 4: Demographics

Q15

Ethnicity

Other (please specify):

██████████

Q16

To which gender do you most identify?

██████

Q17

How old are you?

████



AVA RAHIMI FARAB

Assoc.AIA, LEED AP BD+C

PROFILE

NAME

Ava Rahimi Farab

ADDRESS

[Redacted]
San Rafael,
CA, 94901

PHONE

[Redacted]

EMAIL

[Redacted]

LinkedIn

www.linkedin.com/in/avarahimifarab/

MEMBERSHIPS/ INVOLVEMENTS

NAEYC - National Association for the Education of Young Children

AIA - American Institute of Architects

USGBI - U.S. Green Building Council

LOVER OF BOOKS

- Avid Reader
- Libby User
- Former University Library Employee
- Started Hope Children's Library
- Started Harmony Company's Library
- Believer in The Role of Books & Forming Early Reading Habits in The Lives of Young Children & Teens

LANGUAGES

EDUCATION

- 2014-2016 **Master of Architecture**
University of Michigan,
Taubman College of Architecture & Urban Planning, Ann Arbor,MI
Thesis Advisor: Keith Mitnick
- 2008-2012 **Bachelor of Science in Architecture**
IKIU, School of Architecture & Urban Planning, Qazvin, Iran
International University of Imam Khomeini (IKIU)
Summa Cum Laude
Thesis Advisor: Dr. Gorji Mahlabani

EXPERIENCE

- 2016 August- (Ongoing) **Dorman Associates, Mill Valley, CA**
Project Manager & Children's Spaces Lead: Project manager & lead designer on multiple educational and learning center projects including two child development centers for Stanford University and other educational architecture for children.
- 2016 March **Lundberg Design, San Francisco, CA**
Spring externship - as part of the University of Michigan's program
- 2015- April 2016 **University of Michigan, Ann Arbor, MI**
Research Assistant: Collaborated with Professor Sean Ahlquist with his research through the use of a large-scale CNC knitting machine for the design & fabrication of pre-stressed lightweight structures and innovations in textile-reinforced composite materials & sensory-responsive environments addressing challenges which face children with learning difficulties & autism.
- 2015 Summer **Harmony, Furniture & Interior Design, Tehran, Iran**
Designer: Worked on the design and interior decoration, produced plans, digital drawings and construction documents of company's new main showroom with more than 20,000 square meter retail space, and other spaces .
- 2012-2014 **Designer:** worked at the company's architecture office responsible for design of the company's retail stores, factories, and other related buildings. Worked as the main architect on "Harmony central office building" (2013) which won many national awards for the best workspace design of the year.
- 2015 March **Dimella Shaffer Architects, Boston, MA**
Spring externship - as part of the University of Michigan's program
- 2009-2012 **IKIU Central Library, Qazvin, Iran**
Archives Project + Front Desk: After working at the front desk, initiated the Archives Project, which involved a group of trained volunteers to scan valuable books and old documents to be available online throughout the university's library system. The project made tens of books available online, where previously only authorized personnel & select students had access to the old books archive.

VOLUNTEERING

- 2013 **• Hope Children's Library**
Started a local children's library for migrant Afghan children in Karaj, Iran. The library was established with small funds relying on volunteers & continues to grow with book donations.
- 2014 **•Harmony Library**
Started a decentralized workplace library for Harmony Co. in Karaj, Iran. The library was brought online with a rotating inventory traveling between the company's different departments, factories, and showrooms.

TECHNICAL SKILLS

GRAPHIC DESIGN	Adobe Photoshop	●●●●●●●●	FILM/EDITING	Revit	●●●●●●●●
	Adobe InDesign	●●●●●●●●		Maya	●●●●●●●●
	Adobe Illustrator	●●●●●●●●		V-ray	●●●●●●●●
	Adobe Lightroom	●●●●●●●●		Maxwell	●●●●●●●●
	CorelDraw	●●●●●●●●		T-Splines	●●●●●●●●
	Corel Photo-Paint	●●●●●●●●		Grasshopper	●●●●●●●●
	Microsoft Project	●●●●●●●●		TopMod	●●●●●●●●
	3ds Max	●●●●●●●●		Premiere Pro	●●●●●●●●
	AutoCAD	●●●●●●●●		After effects	●●●●●●●●
	Rhinoceros	●●●●●●●●		Microsoft Office	●●●●●●●●
PROJECT MANAGEMENT ARCHITECTURAL	ArchiCAD	●●●●●●●●	CNC KNITTING	M1-Plus	●●●●●●●●
	SketchUp	●●●●●●●●	PROGRAMMING	Processing	●●●●●●●●

#6

COMPLETE

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Started: Tuesday, November 10, 2020 10:19:45 AM
Last Modified: Tuesday, November 10, 2020 10:56:35 AM
Time Spent: 00:36:49
IP Address: 160.34.93.172

Page 1

Q1

Contact Information

First and Last Name	Costi Quffa
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

Board of Library Trustees

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

2 years

Q7

Business Information

Company	NA
---------	----

Q8

How did you hear about this vacant position?

Other (please specify):
My wife who works for the city of San Rafael

Q9

Do you participate in any civic activities? If so, what are they?

I was on the board of Sharon Art Studio in San Francisco for more than 2 years. I have also volunteered to do work at various parks mostly pick up trash or doing other manual labor.

Q10

List any civic organizations of which you are a member:

City of San Rafael volunteer program

Q11

Education:

BS in mechanical engineering from Columbia University
BA in general studies from Earlham College

Q12

Why are you interested in serving on a board or commission?

I want to be more involved in the San Rafael community. I want to volunteer more of my time to help the community. I would also like the experience of being on the board and learning from process.

Q13

Describe possible areas in which you may have a conflict of interest with the City:

My wife (Catherine Quffa) works for the city of San Rafael, but she checked with work and there is no conflict of interest ther. I also work for Oralce as technical project manager, but I work with Utility companies on energy efficiency IT projects. I do not work with government.

Q14

Upload your resume.

Costi Quffa- Resume-11-10-2020.pdf (131.4KB)

Page 4: Demographics

Q15

Ethnicity



Q16

To which gender do you most identify?



Q17



How old are you?

COSTI H. QUFFA

San Rafael, CA 94901

PROFESSIONAL EXPERIENCE

Oracle-Opower, San Francisco, CA, January 2016-Present

PG&E Senior Client Success Manager – Enterprise Software

- Lead a cross-functional software delivery team dedicated to PG&E, managing a number of software implementation projects with strict timelines.
- Serve as a trusted advisor working with PG&E to achieve their program objectives, ensure contractual compliance, track energy savings progress, present results, and make recommendations to achieve program success.
- Successfully implemented multiple PG&E/Opower software deliveries including PG&E's new electric vehicle (EV2A) rate and enabling CCA customers to access PG&E's Opower products.
- Assign resources and prioritize work to ensure focus on details while maintaining larger scope and ensuring project implementation to client contractual specifications and deadlines.
- Foster effective decision-making and operational excellence by building relationships and helping internal teams understand client priorities.
- Maintain consistent and frequent communication with PG&E stakeholders and teams to ensure efficient project implementation, review ongoing needs, provide timely solutions to help achieve success, and drive adoption of Opower products.

Vigilent, Oakland, CA, 2014-2015

Solutions Engineer

- Built innovative energy efficiency and business case models utilizing Vigilent's dynamic cooling control product and securing sales to five data centers with annual energy savings of over 1 million kWh and \$800,000 in revenue.
- Managed projects for a large telecom customer with over 30 Vigilent systems throughout the United States. Assessed additional customer sites and generated sales quotes and proposals for over \$2 million worth of new equipment, software, and value-added upgrades.
- Secured Vigilent's first project in South America, worth \$364,000 in revenue. Overcame client's initial concerns about the suitability of the technology by taking a user-based approach to identify the client's needs and by tailoring the sales pitch to specifically showcase the technology's strengths, long-term value, and ability to meet the needs of the facility versus a competitive product.
- Generated over \$4 million in sales, making up 26% of the total 2015 sales target. Increased sales to revenue speed by leveraging my mechanical engineering experience to quickly identify and survey whether mission critical facilities were suited for Vigilent's technology.

EnerNOC, San Francisco, CA, 2012-2014

Energy Engineer / Program Administrator

- Administered three industrial energy efficiency rebate programs for two utility companies (Southern California Edison and Duquesne Light). Implemented various energy efficiency measures involving different industrial process, including paper production, metal recycling, plastic blow molding, mineral extraction, and fractional distillation resulting in 24.3 million kWh of energy savings and over \$1.5 million in revenue.

- Identified over 50 potential energy efficiency measures in client facilities. These included lighting controls, efficient lighting technology, compressed air leak remediation, compressed air retrofits, over sizing condensers, and retrofitting equipment with variable frequency drives. Collected site data and produced feasibility studies for each identified efficiency measure, securing over \$2 million dollars of client incentives which were verified using the International Performance Measurement and Verification Protocol.
- Lead a team of engineers to successfully complete the company's largest NYC LL87 building portfolio energy audit in 2014. The team completed over 50 multifamily building energy audits covering over 2.5 million sq.ft. Identified energy, water, and air quality measures to improve the efficiency of the surveyed buildings. The reports provided benchmarks for each building using Energy Star's portfolio manager as well as cost analysis and implementation guidance.
- Secured more than 15 new clients and over \$200,000 in additional revenue by creating a complementary compressed air leak detection service. This service was designed to meet a client need and helped EnerNOC attract new business. Identified additional energy efficiency opportunities during the leak detection service.

Altanova Energy and Sustainability, Long Island City, NY, 2009-2012

Energy Engineer

- Managed LEED implementation for five new construction projects, including a data center, a multifamily building, two hotels, and a light manufacturing facility. Focused on measures that increased occupant and employee health such as increasing lighting quality, daylighting, and avoiding the use of materials with high amounts of VOCs and formaldehyde. One data center achieved LEED Gold and a PUE of 1.28; the remaining buildings achieved LEED Silver.
- Used simulation software (eQUEST) to build over 15 whole-building energy models of new multifamily, commercial, industrial, and data center construction projects, providing data driven guidance to multidisciplinary construction design and LEED teams. The models were also used to obtain New York MPP and New Jersey P4P certifications. Achieved incentives totaling over \$500,000 from an approximate 30% reduction in energy use as compared to an ASHRAE 90.1 2007 Appendix G baseline.
- Simulated six photovoltaic systems, each over 50 kW of power, to guide clients through various technologies available on the US market. Conducted analysis to investigate a number of efficiency parameters, system installation costs, and utility incentives. The guidance led to the purchase of two photovoltaic systems resulting in a 100 kW roof top system.

EDUCATION

Columbia University, Fu Foundation School of Science and Engineering, New York, NY
BS in Mechanical Engineering, 2007- 2009

Earlham College, Richmond, IN
BA in Pre-Engineering Studies, 2004- 2007

SKILLS

Language: native English and Arabic speaker.

Computer skills: MS office, Salesforce, PRO/E, Air Master +, eQUEST DOE-2, and RET-Screen.

Certifications: Engineer in Training (EIT), LEED GA, Certified Energy Manager (C.E.M.).

#10

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, November 08, 2020 2:42:38 PM
Last Modified: Sunday, November 08, 2020 3:13:31 PM
Time Spent: 00:30:53
IP Address: 162.235.141.32

Page 1

Q1

Contact Information

First and Last Name	Eric Han
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

Board of Library Trustees

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

14 months

Q7

Business Information

Company	Federal Reserve Bank of San Francisco
Address	101 Market St
City/Town	San Francisco
ZIP/Postal Code	94102

Q8

Community Center / Library

How did you hear about this vacant position?

Q9

Do you participate in any civic activities? If so, what are they?

Volunteer reading buddy at the Pickleweed Library. And as most, voting. In previous communities I have been a part of, I have volunteered with Big Brothers programs, mentored students, and fundraised for causes.

Q10

List any civic organizations of which you are a member:

Not currently, unless you count my volunteering as a civic organization.

Q11

Education:

Highest level education is two Masters degrees: 1) an MBA from the University of Texas - Austin and 2) an MSE in Engineering Management from the University of Southern California.

Q12

Why are you interested in serving on a board or commission?

While my motivations are multi-faceted, there are three key reasons I have a deep interest in serving on the Library Board of Trustees for the city of San Rafael:

- 1) I want to serve my local community. My wife, son, and I only recently moved into San Rafael, but we have been part of Marin and of the Bay Area for almost 8 years. We moved to San Rafael because we wanted to set roots and raise our family here. And in doing so, I'd like to help be a part of the community and be part of helping to shape its future. I have always felt a drive to serve, and have spent over half my career in public service, as well as taken part communities where I live.
 - 2) The position in particular is of interest to me. As a child as far back as I can remember, I spent evenings after school and Saturdays at the public library in my hometown. I have fond and comforting memories of getting lost in stories, reading about the world, doing homework, and even getting my basic fundamentals in numbers and organization as I pieced together the dewey decimal system to find books. An opportunity to be an advocate for this system to future generations is the least I could do for all it gave me.
 - 3) As we set roots, I also acknowledge how much of my perspective is shaped through my two year old son. As we explore the public library and other services through a customer's lens and my background in problem solving and strategy, I believe it helps me come with fresh, innovative, and practical ideas to help serve our community now and in the future.
-

Q13

Describe possible areas in which you may have a conflict of interest with the City:

None that I am aware of.

Q14

Upload your resume.

Eric Han Resume (2).pdf (747.8KB)

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

Eric Han

Strategic Operations and Change Leader

Corte Madre, CA



[LinkedIn](#)



CAREER PROFILE

Transformational senior business leader offering strong performance in change management, business operations, organizational development, and full life cycle project/program management in both the public and private sectors. Strong communicator with verified success in securing buy-in for critical change and continuous process improvement initiatives. Highly skilled in leading multiple simultaneous small- to large scale projects, from inception through completion, while utilizing creative cost-reduction strategies. Effectively led all hiring, staffing, and employee development efforts while building high-performance teams that consistently meet and exceed organizational objectives. Successfully works with all levels of internal and external stakeholders while driving team members to maximize their potential as top performers. Passionate about driving world-class strategies that encourage long-term business growth.

CORE COMPETENCIES

- ▶ Strategic Business Operations Leadership
- ▶ Project and Program Development/Management
- ▶ Project Scope, Plans, Timelines, Schedule, and Delivery
- ▶ Process Reengineering and Improvement
- ▶ Recruiting, Staffing, Coaching, and Mentoring
- ▶ Training, Team Building, and Employee Development
- ▶ Metrics, Insights, and Business Growth Drivers
- ▶ Organizational Development
- ▶ Data, Financial, and Solutions Analysis
- ▶ Change Management and Cultural Transformation
- ▶ Strategic and Tactical Planning
- ▶ Business Partnerships and Relationship Management

PROFESSIONAL EXPERIENCE

Federal Reserve Bank of San Francisco | San Francisco, California | 12/2018—Present

Joined 2nd largest district of US Central Bank to help lead cultural and organizational transformation of mission driven organization.

Change and Strategy, Senior Manager

Lead the organization's change management team supporting major strategic and transformation initiatives with change strategy, planning, execution, and organizational readiness.

Key Contributions and Accomplishments:

- ▶ **Led change strategy and execution of new career management and development framework impacting entire organization**, including design and execution of leader alignment workshops, change communications, creating content and visuals, engagement program design and execution, measurement and sustainment plans, and stakeholder experience maps.
- ▶ **Designed and deployed an employee listening strategy giving organization tangible measures to improve and impact employee experience**, linking employee experience across key moments, giving capabilities to front line managers to assess survey results and take action, and set long-term vision and roadmap for organization.
- ▶ **Organized and executed nation-wide multi-day Change Practitioner conference** by developing agenda, identifying speakers, drafting talking points, coordinating graphics and content, leading support, and designing participant experience.

Constellation Brands, Inc. | Napa, California | 11/2017—12/2018

Joined Fortune 500 leader in total beverage alcohol to lead efforts in operations strategy, finance strategy and project management.

Operations Strategy, Project Manager

Lead the project management, data/financial analysis, and business operations initiatives for a leading producer of high-end premium wine and spirits. Develop and drive a company-wide operations strategy and program management process and framework.

Key Contributions and Accomplishments:

- ▶ **Reduced capital spending by approximately \$4M, and overall spending by over \$1M**, by creating a data toolkit and financial management process for key winemaking materials.
- ▶ **Decreased risk on over \$200M of finished goods and WIP materials** after redeveloping, leading, and managing the annual inventory process.
- ▶ **Successfully drove approval of the IT system, with 26% 10-year IRR**, by researching and developing the business case and effectively coordinating with key stakeholders across multiple business units.
- ▶ **Delivered key insights to executive leaders**, into complex strategies and progress towards key objectives, through proactive leadership of the annual operations strategy review, resulting in improved ability to make critical long-term decisions.

Federal Bureau of Investigation | San Francisco, California and Washington D.C. | 08/2010—11/2017

Joined premier law enforcement agency combining investigations, operations, and intelligence analysis, as a special advisor and internal management consultant. Earned multiple promotions to higher level roles due to exceptional performance.

Administrative Officer, San Francisco, California (06/2016—11/2017)

Served on the senior leadership team, for an 800+ division across 12 locations, leading a staff of over 120 in business operations, strategy, and professional services. Entrusted to manage all day-to-day business operations. Drove organizational transformation in hiring/staffing, employee development, and process development/improvement, establishing cultural accountability and trust.

Key Contributions and Accomplishments:

- ▶ **Increased employee engagement over 300% per new hire**, while doubling acceptance rates, earning widespread recognition across the division. Completely reengineered the recruiting process using advanced technology solutions, a meritocratic process, and a transparent, consistent, and data-driven framework.
- ▶ **Significantly improved transparency, establishing service reliability while increasing user traffic**, by transforming an ad-hoc and almost nonexistent business and administrative process to a centralized platform of universally accessible information.
- ▶ **Reduced required bureaucratic touch points and approvals by 50% while improving insight to near real time (from a two-week lag)** after creating and implementing a budgetary procurement and financial control process for \$1.75M in funding.

Special Assistant, San Francisco California (03/2013—06/2016)

Served as the chief of staff and strategy, entrusted to lead the day-to-day executive priorities, develop strategic business/operational initiatives, and drive the implementation and transformation of special projects.

Key Contributions and Accomplishments:

- ▶ **Substantially improved the employee culture**, reducing organizational risk and right-sizing/aligning the organization, by developing and executing a transformational strategy and roadmap through data analysis and collaboration with over 200 personnel.
- ▶ **Secured buy-in for a \$10M office renovation**, by driving the shift from traditional facility space to 'design thinking' methods by building partnerships with top academic programs and clearing numerous bureaucratic hurdles.
- ▶ **Finished in the top 10 every year (out of 56 divisions), including a top 3 finish in final year**, by effectively implementing and leading the program management strategy for all San Francisco division programs, operations, strategy shifts, and administrative functions.
- ▶ **Significantly reduced organizational risk** by proactively addressing key issues in collaboration/information sharing. Implemented a public-private engagement program, with seven dedicated cross-functional personnel, managing dozens of relationships with critical private sector partners. Efforts served as the premier model that FBI headquarters utilized for a nationwide rollout.

Special Advisor, Washington D.C. (08/2010—03/2013)

Acted as the business strategy and internal management consultant for senior executives at FBI headquarters. Led key projects in enterprise software implementation, strategy development/execution, internal audits, and human resources initiatives.

Key Contributions and Accomplishments:

- ▶ **Eliminated \$2M in costs, from the annual telecommunications budget, and improved program management efforts** by leading comprehensive reviews in all telecommunications operations, determining critical functions and centralizing program oversight.
- ▶ **Reduced required budget by 20% in first year** by successfully leading the strategy development and system implementation for building operations and real estate portfolio management; serving over 200 users in in over 500 facilities.
- ▶ **Achieved human capital goals, doubling new hires from previous year** by leading an MBA recruiting initiative for the prestigious FBI Special Advisor program. Coordinated information sessions and interviews with FBI executives.
- ▶ **Cut oversight procedures in half** after effectively reengineering the operational and business performance audit processes and aligning it with the organizations program management system.

ENTREPRENEURIAL EXPERIENCE

PopScreen | Houston, Texas (2009)

Business Development and Operations MBA Intern

Played integral role in a web 2.0 startup to help company reach Series A funding goal. Created advanced business plan and financial statements. Developed framework and structure for financial planning

EDUCATION

- ▶ **Master of Business Administration**, University of Texas McCombs, Austin, Texas (2010)
- ▶ **Master of Science in Engineering**, University of Southern California, Los Angeles, California (2006)
- ▶ **Bachelor of Science in Engineering**, University of Michigan, Ann Arbor, Michigan (2003)

EARLIER PROFESSIONAL EXPERIENCE

Lockheed Martin Corporation, Aeronautics | Fort Worth, Texas (08/2003—08/2008)

Joined company as an aeronautical engineer and was promoted to multiple roles and ultimately to Senior Consultant, Engineering. Selected as one of a few key consultants deployed to sister companies to lead, engineering operations for the aircraft programs.

Senior Consultant Engineering (03/2006—08/2008)

Led day-to-day operations for a 10-member global engineering team, including customer and supply management. Resolved three-week reporting lag for critical engineering data, in \$6B program, through implementation of a high-level software solution.

Aeronautical Engineer (08/2003—03/2006)

Served in a series of progressive roles, ranging from engineer to deputy manager, for a 20-member engineering team. Developed and implemented advanced training curriculum, resolving the company's training deficiencies. Chosen as one of eight people (from a pool of hundreds) to join the engineering leadership development program, graduating from program in 2006.

#8

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, November 06, 2020 5:20:08 PM
Last Modified: Friday, November 06, 2020 5:26:01 PM
Time Spent: 00:05:52
IP Address: 73.70.78.248

Page 1

Q1

Contact Information

First and Last Name	Natalie Long
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

Board of Library Trustees

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

7+ years

Q7

Business Information

Company	NML Associates
Address	42 Ross Valley Dr
City/Town	San Rafael
ZIP/Postal Code	94901

Q8 **Community Center / Library**

How did you hear about this vacant position?

Q9
Do you participate in any civic activities? If so, what are they?

Not really (yet); am active on our school's diversity team

Q10
List any civic organizations of which you are a member:

Ross Valley Charter - Diversity & Inclusion Committee

Q11
Education:
BS Business; MBA Kellogg Graduate School of Mgmt

Q12
Why are you interested in serving on a board or commission?
I'm eager to gain experience on boards and I can't think of a better organization to support that our amazing Marin County Libraries. I'd like to continue to fight for racial equity.

Q13
Describe possible areas in which you may have a conflict of interest with the City:
None.

Q14
Upload your resume.
Resume_NML_2020_SRLibraryTrustee.pdf (183KB)

Page 4: Demographics

Q15
Ethnicity



Q16



To which gender do you most identify?

Q17



How old are you?

NATALIE LONG

GLOBAL PRODUCT LEADER

SUMMARY

As a well-versed, strategic product manager with a passion for technology and humanity, I live to align, cultivate, and propel teams forward towards a mission-driven goal for sustainable change.

EXPERIENCE

Product Management Consultant (Freelance work)

NML Associates / San Rafael, CA / 2012 - Present

- [Earn & Learn](#) – Led visioning session to re-evaluate business model & clarify go-to-market strategy. Guided enhancements to Salesforce collaboration platform which delivers cross-sector, work-based learning opportunities. Efforts helped E&L expand into Monterey & Santa Cruz counties and push E&L to over \$1M in revenue.
- [MIRA Fellowship](#) – Researched and prototyped CRM/Donor management tools for startup nonprofit. Supported fellows' "reframe" ideation process at onsite kickoff.
- [Little Lotus Baby / Embrace Innovations](#) – Forged corporate partnerships for #CompaniesGiveLove program (EY & method). Advised on marketing, growth, and channel strategies.
- *ella health* – Performed in-depth analysis, research, business case, and financial model for dermatology services as a potential new service offering.
- *Online boutique retail concept* – Defined platform requirements for a mission-driven e-commerce startup, and partnered with design on branding concepts.

Sr. Director, Product Management, International

Snapfish by HP / San Francisco, CA / 2004 - 2012

- Managed global product development team (15 direct reports, 5 agile teams) that built and managed Snapfish's 20 country sites and fueled Int'l revenue growth. Guided entire 65-person contract development team in Hyderabad.
- Led end-to-end design and build of scalable Int'l platform including localization, payment and fulfillment integration, and site redesign. Launched 18 countries in first 18 months contributing \$30M+ in revenue.
- Partnered with region GMs during European expat assignment to gain customer insight, ensure rapidly evolving roadmap alignment, and establish communication channels for ongoing product development.
- Conducted extensive qualitative user research in four European markets to identify cultural differences in attitudes and preferences for online photo sharing and printing, and to verify Snapfish business model applicability.

CONTACT

Phone
[REDACTED]

Email
[REDACTED]

LinkedIn
[linkedin.com/in/natalielong](https://www.linkedin.com/in/natalielong)

SKILLS

- Roadmap & product strategy
- Building platforms & web apps
- Integrating third-party software
- Customer journey mapping
- Business model canvas
- Managing collaborative, interdisciplinary, multicultural teams
- Project & program management
- Managing remote/offshore teams
- Partnerships & account management
- Stakeholder engagement
- Business process re-design
- E-commerce
- Internationalization [I18n]

NATALIE LONG

GLOBAL PRODUCT LEADER

EXPERIENCE (CONTINUED)

Senior Associate

Pinnacle Rock Associates / Emeryville, CA / 2003 - 2004

- Managed design, development and delivery of a custom, web-based, special order entry application for West Marine stores and catalog call center. Application built for scale to support millions of SKUs.

Senior Product Manager, BlueLight Internet Service

BlueLight.com / San Francisco, CA / 2000 - 2002

- Converted BlueLight Internet Service from free to paid model which reduced operational costs 70% and lowered acquisition costs to \$2 per customer (as compared to \$40-50 for AOL). Service became profitable within first year and was sold to United Online, Inc. in November 2002.
- Designed and implemented an outsourced registration, billing, and customer support platform in just two months, achieving an estimated 20% reduction in billing and customer service costs and a significant improvement in customer satisfaction due to fewer billing errors, shorter call handle time and a smoother registration process.

Product Manager (MBA Intern), Powerbook Worldwide Product Marketing

Apple Computer, Inc. / Cupertino, CA / 1999

- Developed marketing plan for PB G3 accessory product, which included marketing requirements, research, pricing and selecting third party vendors.

Manager

Accenture / Atlanta, GA / 1993 - 1998

- Functional expert in both Supply Chain and Customer Relationship Mgmt. practices. Managed project teams to select, design, and implement a variety of third party, enterprise systems in retail and CPG industries.

EDUCATION

Master of Business Administration (MBA)

Kellogg Graduate School of Management / Evanston, IL / 1998 - 2000

- Pepsico Scholar; Winner 1999 HP Marketing Case Challenge

Bachelor of Science, Business (Magna Cum Laude)

Miami University of Ohio / Oxford, OH / 1989 - 1993

PASSIONS

- Reinventing education
- Adolescent mental health
- User research
- Design & systems thinking
- Cross-sector collaboration
- Raising boys (post #metoo)
- Reading!
- Travel
- Independent film
- Hiking
- Tennis
- Iyengar yoga

LANGUAGES

Spanish

Conversational

VOLUNTEERISM

Fellow (mid-career, social impact)

[MovingWorlds Institute](#)

2019 - 2020

Events Team Co-Chair

[Conscious Capitalism Bay Area](#)

2017 - 2018

Program Manager

[The Taproot Foundation](#)

2001 - 2004

Fwd: Board Resignation

Henry Bankhead [REDACTED]

Sat 10/17/2020 8:46 AM

To: Lindsay Lara [REDACTED]

FYI

Sent from my iPhone

Begin forwarded message:

From: Claudia Fromm <[REDACTED]>
Date: October 17, 2020 at 8:17:55 AM PDT
To: Henry Bankhead <[REDACTED]>, Susan Andrade-Wax
[REDACTED]
Subject: Fwd: Board Resignation

Dear Susan and Henry,

Due to changes in my professional and personal life during the pandemic, I am submitting my resignation from the San Rafael library board effective October 19, 2020.

I have enjoyed the experience and working with you and the board members.

Wishing you and the library board success as you move forward.

Best,

Claudia Fromm

--

Claudia Fromm, MFT
Licensed Marriage and Family Therapist
[REDACTED]

SAN RAFAEL CHARTER

ARTICLE IX Public Library, Section 1. BOARD OF LIBRARY TRUSTEES.

There shall be a board of *library* trustees to be appointed by the council, the exact number of which shall be set by ordinance or resolution of the council, one of whom may be a councilman. The members of the board shall serve for a term of four years and shall be subject to removal by the affirmative vote of three members of the council. The terms of office of members of the board shall be staggered in the manner provided by resolution of the council. The board of *library* trustees shall exercise such powers and perform such duties as may be prescribed or conferred in this charter or by the ordinances of the city. (Assembly Concurrent Resolution No. 121, August 20, 1973: Senate Concurrent Resolution No. 46, May 31, 1967.)

2.16.030 Board of library trustees.

A board of library trustees is created. (Ord. 889 § 6, 1967)

2.16.031 Trustee membership--Compensation.

The board of library trustees shall consist of five members appointed by the city council, one of whom may be a councilman. All members shall serve without compensation. (Ord. 889 § 7 (part), 1967)

2.16.032 Trustee term of office and removal.

The members of the board of library trustees shall serve for a term of four years and shall be subject to removal by the affirmative vote of three members of the city council. The terms of office of members of the board of library trustees shall be staggered in the manner provided by resolution of the city council. (Ord. 889 § 7 (part), 1967)

2.16.033 Trustee powers and duties.

Subject to the direction and control of the city council, as provided in Section 2.04.030 of this code, the powers and duties of the board of library trustees shall be:

To assess and evaluate current and long-range needs of the library; to formulate and adopt policies, rules and regulations with respect to programs and facilities to meet such needs of the community, including recommendations for sites and design of facilities. Such formulations and adoptions shall be made in conjunction with recommendations of the librarian;

To review, comment and make recommendations regarding the annual operating budget of the library;

To receive, and review periodic reports from the librarian concerning the general operations and functions of the library;

To recommend ways to inform the citizens of San Rafael as to the various programs, services, and assistance which the library affords all citizens;

To promote intergovernmental cooperation in the development of library services, patronage and usage;

To perform such other duties as may be prescribed by the city council.
(Ord. 1131 § 3, 1974: Ord. 889 § 7 (part), 1967).