



AGENDA

SAN RAFAEL CITY COUNCIL SPECIAL MEETING THURSDAY, JULY 15, 2021 AT 5:00 P.M.

Watch Webinar: <https://tinyurl.com/SPCC-2021-07-15>

Listen by phone: (669) 900-9128,
ID: 856-7839-2610#

Members of the public may speak on Agenda Items.

1. Design Review Board Interviews

Interview Applicants and Make an Appointment to Fill Two Four-Year Terms to the End of June 2025 on the Design Review Board Due to the Expiration of Terms of Jeff Kent and Samina Saude (CC)

Recommended Action – Appoint two applicants

2. Planning Commission Interviews

Interview Applicants and Make an Appointment to Fill One Four-Year Term to the End of June 2025 on the Planning Commission Due to the Expiration of Term of Jon Previtali (CC)

Recommended Action – Appoint one applicant

3. Fire Commission Interviews

Interview Applicants and Make an Appointment to Fill One Four-Year Term to the End of March 2025 on the Fire Commission Due to the Expiration of Term of Nadine Atieh Hade (CC)

Recommended Action – Appoint one applicant

4. Board of Library Trustees Interviews

Interview Applicants and Make Appointments to Fill Two Four-Year Terms to the End of April 2025 on the Board of Library Trustees Due to the Expiration of Terms of Robert Ross and Jaimi Cortes (CC)

Recommended Action – Appoint two applicants

ADJOURNMENT:

Any records relating to an agenda item, received by a majority or more of the Council less than 24 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.

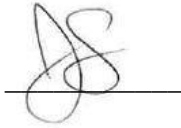


Special Meeting
Agenda Item No: 1

Meeting Date: July 15, 2021

SAN RAFAEL CITY COUNCIL STAFF REPORT

Department: City Clerk

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

TOPIC: DESIGN REVIEW BOARD INTERVIEWS

SUBJECT: INTERVIEW APPLICANTS AND MAKE APPOINTMENTS TO FILL TWO FOUR-YEAR TERMS TO THE END OF JUNE 2025 ON THE DESIGN REVIEW BOARD DUE TO THE EXPIRATION OF TERMS OF JEFF KENT AND SAMINA SAUDE

RECOMMENDATION:
Interview the following applicants and make appointments to fill two four-year terms to the end of June 2025 on the Design Review Board due to the expiration of terms of Jeff Kent and Samina Saude.

Name
Barry Wenger
Braydan Young
Jeff Kent
Mason Bondi
Paul DeMartini
Sharon Kovalsky
Sharon Leckie
Tom Van Pely
Zachary Meade

BACKGROUND:
The terms of Jeff Kent and Samina Saude expired at the end of June 2021. The City Clerk’s office recruited for applications and received nine applications by the deadline of June 30, 2021.

The [Design Review Board](#) (DRB) consists of design professionals appointed by the City Council to provide advice on new development projects and most exterior changes to existing buildings. Applications are evaluated based on our General Plan and Zoning

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

Ordinance design policies and criteria, with the goal of having new projects harmonize with the natural environment and surrounding area.

The Board is advisory, with final permit decisions made by the Planning Division staff, the Zoning Administrator, Planning Commission or City Council, depending on the complexity of the project. The scope of the DRB authority is to review and make recommendations on design matters such as architecture, mass, bulk, site planning, site improvements, color, materials, and landscaping. [Meetings](#) are held first & third Tuesday at 7:00 p.m.

ANALYSIS:

The deadline for submitting applications was June 30, 2021 and the City Clerk's Office received ten (10) applications, but one of the applicants was ineligible due to living outside of city limits. Staff recommends the City Council interview the nine (9) eligible applicants and make an appointment to fill the two terms.

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

COMMUNITY OUTREACH:

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

RECOMMENDED ACTION:

Interview the nine applicants and make appointments to fill two four-year terms to the end of June 2025 on the Design Review Board.

ATTACHMENT:

1. Nine (9) Applications
2. Municipal Code Excerpt

#7

District 4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, June 11, 2021 6:47:19 PM
Last Modified: Friday, June 11, 2021 6:51:41 PM
Time Spent: 00:04:22
IP Address: 73.241.103.182

Page 1

Q1

Contact Information

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

Q2

Design Review Board

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

My wife and I moved to San Rafael in 2019. However, I grew up in Greenbrae and attended Marin Academy, so I've been in and around San Rafael for much of my life.

Q7

Business Information

Company	Murphy Burr Curry, Inc.
Address	85 Second St., Suite 501
City/Town	San Francisco
ZIP/Postal Code	94105

Q8

Friend

How did you hear about this vacant position?

Q9

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

I am a volunteer member of the State of California Safety Assessment Program managed by Cal OES. We are designated "second responders" trained to assist local building officials with the evaluation of buildings for seismic safety after earthquakes or other natural disasters.

Q10

List any civic organizations of which you are a member:

State of California Safety Assessment Program by Cal OES

Q11

Education:

MS, Structural Engineering, University of Washington, 2007
BS, Civil Engineering, University of California Davis, 2006
Marin Academy, Class of 2001

Q12

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

I've always considered the San Rafael area to be my home and I'm thrilled to have returned with my wife to start our family here. Since returning, I've been on the lookout for volunteer opportunities where I could use my professional expertise to give back to my community – and the Design Review Board appears to be a perfect opportunity to do this. I've been studying, practicing, and teaching building design for 20 years, and would be honored to apply this experience to creating a better quality of life for all San Rafael residents through their built environment.

Q13

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

My employer, Murphy Burr Curry, is the structural engineer of record for several projects within the City of San Rafael and has worked in the City for many years. I would need to recuse myself in any activities the Design Review Board undertakes where my employer is part of the design team.


Q14


Upload your resume.

Barry Wenger_Resume.pdf (93.2KB)

Page 4: Demographics

Q15 
Ethnicity 

Q16 
To which gender do you most identify?

Q17 
How old are you?

BARRY S. WENGER, PE

██████████ San Rafael, CA ██████████ ██████████

EXPERIENCE

- 8/2011-Present** Senior Project Manager (2019-Present); Project Engineer (2011-2019),
Murphy Burr Curry, Inc., San Francisco, CA
- Responsible for overseeing day-to-day progress of structural design projects from schematic design through production of construction documents and construction support. Work includes numerous market sectors, including retail, office, affordable and market-rate multi-family housing, and education. Recent projects include AirBNB Headquarters (San Francisco, CA), Seismic Retrofit for Stanford School of Medicine at 3145 Porter Dr. (Palo Alto), Seismic Retrofit and Interior Rebuild of Garfield Elementary School (San Francisco), Hotel SLO (San Luis Obispo), Broadstone Axis Multifamily Housing (Oakland) Potrero Hill Block B affordable housing (San Francisco) and tenant improvement for Tiffany & Co. (Waikiki, HI).
- 9/2010 – 8/2011** Adjunct Engineering Instructor, *Shoreline Community College, Shoreline, WA*
- Instructor of Mechanics of Materials, Dynamics, Introduction to Statics, Statics engineering courses. Prepared and presented all lessons and course materials. Advised students about academic planning and transfer options.
- 6/2007 – 1/2009** Design Engineer, *Magnusson Klemencic Associates, Seattle, WA*
- Design Engineer at internationally recognized structural design firm. Worked primarily designing and detailing steel and concrete structures, with experience in timber and masonry. Also worked extensively determining wind and seismic structural loading. Projects included coordinating subterranean gravity design of City Creek Center, a 20-acre mixed-use urban center in downtown Salt Lake City, UT and providing details for a 23-story residential tower in Honolulu, HI.

EDUCATION

- 2007** Master of Science, Structural Engineering
University of Washington, Seattle, WA
- 2006** Bachelor of Science, Civil Engineering (with honors)
University of California Davis, Davis, CA
- 2001** Graduate of Marin Academy, San Rafael, CA

PROFESSIONAL LICENSE

Registered Professional Civil Engineer (California, Oregon, Washington, Nevada)

LEED Accredited Professional, Building Design and Construction (LEED-AP BD+C)

AFFILIATIONS

2011 - Present Structural Engineers Association of Northern California (SEAONC)

2012 - Present State of California Safety Assessment Program managed by CalOES.
Volunteer "Second Responder" trained to assist local building officials with the evaluation of buildings for seismic safety after earthquakes or other natural disasters.

#10

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, June 20, 2021 10:45:45 PM
Last Modified: Sunday, June 20, 2021 10:47:52 PM
Time Spent: 00:02:07
IP Address: 73.92.87.62

Page 1

Q1

Contact Information

First and Last Name	Braydan young
Address	
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	
Phone Number	

Q2

What Board would you like to apply to?

**Board of Library Trustees,
Design Review Board,
Fire Commission,
Pickleweed Advisory Committee,
Planning Commission,
Special Library Parcel Tax Oversight Committee**

Page 3

Q6

How long have you lived in San Rafael?

4 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?

Financial committee

Q10

List any civic organizations of which you are a member:

Financial committee

Q11

Education:

Bachelor degree in business

Q12

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

Would love to give back

Q13

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

Na

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?

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, June 28, 2021 11:53:41 AM
Last Modified: Monday, June 28, 2021 4:57:13 PM
Time Spent: 05:03:32
IP Address: 208.106.44.171

Page 1

Q1

Contact Information

First and Last Name	Jeffrey Kent
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901-1325
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

Design Review Board

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	Landscape Architect
Address	P.O. Box 150336
City/Town	San Rafael
ZIP/Postal Code	94915-0336

Boards and Commissions Application

Q8

How did you hear about this vacant position?

Other (please specify):

Currently serve on DRB

Q9

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

Design Review Board, DBC Neighborhood Association, long standing volunteer with the Street Painting Festival. Have volunteered with or done pro bono work for: SR Fire Department, SR Planning Department (outside of DRB duties), Coleman Elementary School, San Rafael & Marin County open space, etc. Returned Peace Corps volunteer (Ecuador)

Q10

List any civic organizations of which you are a member:

DBCNA Neighborhood Association,
Marin Beekeepers Association, Marin Agricultural Land Trust,
Member (Former Board Member) California Horticultural Society

Q11

Education:

University of California, Berkeley, Landscape Architecture;
Oregon State University, Master of Science in Horticulture;
University of Wisconsin, Bachelor of Science

Q12

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

As a landscape architect in private practice as well as a former employee of a diverse city twice the size of San Rafael (Santa Clara), I have deep experience with all sides of the building and review process, from applicant, to reviewer and to person charged with helping plan a city's long term future. I appreciate the collaborative process that the design review process regularly is; and it is rewarding when we can help make projects better. The DRB serves as a terrific free resource for applicants and for City Staff itself, and many times owner applicants and design professionals have approached one of us and said how much they appreciated our input. Project neighbors and other residents have told us how they appreciate the help the DRB process provides in understanding projects and giving opportunity to participate, and in the last year have said how they missed our old in- person meetings where they could look at large drawings in person and ask questions.

In creating our built environment, we are deciding how well our city will work, as well as how it looks and feels for many decades to come--I have experience with everything from environmentally sensitive decisions on onsite water retention to responsible tree selection and preservation, and from siting buildings to traffic solutions, and would welcome the chance to work with the DRB as we move forward with opportunities and solutions for growth and change in a city we all love.

Q13

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

Tennis Coach, Marin Academy, Marin Tennis Club

When this notice came out, I was out of state. I will not be able to upload a resume until my return in early July, but you have copies of my resume on previous applications.

Q14

Respondent skipped this question

Upload your resume.

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

Respondent skipped this question

How old are you?

#5

District 2

COMPLETE

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Started: Wednesday, June 09, 2021 10:13:41 AM
Last Modified: Wednesday, June 09, 2021 10:17:04 AM
Time Spent: 00:03:23
IP Address: 162.235.141.22

Page 1

Q1

Contact Information

First and Last Name	Mason Bondi
Address	[REDACTED]
City/Town	San Rafael
State/Province	Ca
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

Design Review Board

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

30 years

Q7

Business Information

Address	140 Woodland ave
City/Town	San Rafael
ZIP/Postal Code	Ca

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:

BA- UC Berkeley

Q12

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

Helping to improve design aesthetic in San Rafael

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?

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, June 30, 2020 11:07:42 PM
Last Modified: Tuesday, June 30, 2020 11:11:46 PM
Time Spent: 00:04:04
IP Address: 73.170.5.22

Page 1

Q1

Contact Information

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

Q2

Design Review Board

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

5 yrs

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?

No

Q10

List any civic organizations of which you are a member:

None

Q11

Education:

Designer

Q12

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

I'm passionate about design

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.

#3

COMPLETE

District 4

Collector: Web Link 1 (Web Link)
Started: Tuesday, June 30, 2020 4:16:40 PM
Last Modified: Wednesday, July 01, 2020 9:51:35 AM
Time Spent: 17:34:55
IP Address: 73.231.219.131

Page 1

Q1

Contact Information

First and Last Name	Sharon Kovalsky
Address	[REDACTED]
City/Town	san rafael
State/Province	ca
ZIP/Postal Code	94903
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

Design Review Board

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	Aplos Group Architecture
Address	1035 Las Gallinas Ave
City/Town	San Rafael
ZIP/Postal Code	94903

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?

belong to a faith congregation, business networking groups

Q10

List any civic organizations of which you are a member:

Marin Women at Work
Congregation Emanuel
BNI

Q11

Education:

BS Architecture
MS Architecture
Masters in Urban Planning

Q12

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

I love design and care about how our city grows. I have alot of experience in working with and creating the built environment

Q13

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

I work in mostly residential projects in San Rafael, I work in commercial projects in Santa Rosa. I don't see much conflict.

Q14

Upload your resume.

Sharon Kovalsky Resume.pdf (116.9KB)



Principal Architect at Aplos Group - Architecture

San Rafael, California
[REDACTED]
[REDACTED]

Experience

Principal Architect - Aplos Group Architects, San Rafael, CA 2013-present

After 30 years of design and architecture experience, I've honed my focus on creating beautiful, functional spaces I'd love to both live and work in.

My aesthetic focuses on respecting the natural environment and incorporating its beauty and simplicity into my work, always keeping my clients' needs front and center.

As a specialist in green design and Mid-Century Modern architecture, I understand the design opportunities and challenges they offer, and I work with other area specialists to source authentic, efficient, and affordable materials that respect the integrity of these architectural jewels and protect our environment.

Currently in Construction:

- ADU and garage addition San Rafael (Marin County Jurisdiction)
- New 10,000 sf Commercial Building, Santa Rosa
- House remodel, San Rafael
- ADU, San Francisco

Construction completed in the last year

- House Remodel, San Rafael
- ADU, Santa Rosa
- House remodel and addition, San Rafael
- 2 new home fire rebuilds, Santa Rosa (Sonoma County Jurisdiction)
- Home design showroom, retail storefront, Santa Rosa

Principal Architect - Sharon Kovalsky Architects, New York City, 1992-2013

Working in the built environment of New York City. Condo renovations, apartment renovations. New homes, remodels, and renovations.

Education: University of Michigan

B. Science - 1982 - Master of Architecture – 1984 – Master of Urban Planning - 1984

Licenses & Certifications

Licensed Architect States of California and New York,
Member in good standing, American Institute of Architects

#6

District 2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, June 09, 2021 9:57:26 PM
Last Modified: Wednesday, June 09, 2021 10:34:16 PM
Time Spent: 00:36:50
IP Address: 67.161.40.47

Page 1

Q1

Contact Information

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

Q2

Design Review Board

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

2 years 2 months

Q7

Business Information

Company	[REDACTED]
Address	[REDACTED]
City/Town	[REDACTED]
ZIP/Postal Code	[REDACTED]

Boards and Commissions Application

Q8

How did you hear about this vacant position?

Other (please specify):

email

Q9

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

Not yet.

Q10

List any civic organizations of which you are a member:

None yet.

Q11

Education:

Business, Harvard

Coaching & Development, Portsmouth School of Business

Q12

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

I'd like to invest in the city that I now call home, and the best way to do that is to be of service in real, tangible ways that positively impact real-life topics for San Rafael residents.

Q13

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

None.

Q14

Upload your resume.

SR-CC-Application-DesignBoard-2021.pdf (2.3MB)

Page 4: Demographics

Q15

Ethnicity



Q16



To which gender do you most identify?

Q17



How old are you?



San Rafael City Council | Application for Design Board

9 June 2021

Hi there,

here's a link to my LinkedIn profile, which is an up-to-date overview of my professional experience.

<https://www.linkedin.com/in/sharonleckie/>

Thanks for considering me, take care,
Sharon

Sharon Leckie
Managing Partner



#5

District 3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, July 13, 2020 12:12:28 PM
Last Modified: Monday, July 13, 2020 1:48:54 PM
Time Spent: 01:36:25
IP Address: 73.162.192.246

Page 1

Q1

Contact Information

First and Last Name	TOM VAN PELT
Address	
City/Town	SAN RAFAEL
State/Province	CA
ZIP/Postal Code	94903
Email Address	
Phone Number	

Q2

Design Review Board

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

2.5 YEARS

Q7

Respondent skipped this question

Business Information

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?

No

Q10

List any civic organizations of which you are a member:

None

Q11

Education:

Master of Urban Design, UC Berkeley

Master of City & Regional Planning, Cal Poly San Luis Obispo

Bachelor of Arts, Political Science, San Francisco State University

Q12

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

The City of San Rafael is a fantastic place to live. I'd like to volunteer my professional skillset and training to the City and improve the lives of San Rafaelians through positive contributions on the Design Review Board.

Q13

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

No known conflicts.

Q14

Upload your resume.

20200713_Tom Van Pelt Resume DRC.pdf (225.4KB)

CORE COMPETENCIES:

- Capital project leader with experience managing complex planning, design, and construction projects.
- Thorough understanding of the capital project context with the ability to work collaboratively, collegially, and forge consensus.
- Direct experience working with high-level administration and distilling key information about planning, design, and construction related initiatives.
- In-depth knowledge of regulatory requirements, including extensive experience with public sector agencies including standard practices, processes, , and policies.
- Expertise in complex stakeholder communication, meeting facilitation, project outreach, and agency coordination.
- Ability to understand, review, and manage the development of architectural programs, design documentation and drawings, specifications, permits and construction documents.
- Proven experience delivering projects on-schedule and on-budget, and familiarity with all aspects of project management from idea generation and scoping, budgeting assistance, through preconstruction and design, construction management, to occupancy and closeout.

PROFESSIONAL EXPERIENCE:

1. Director, Facilities Planning, Design & Construction
California State University Maritime Academy
(February 2018 – July 2020 | 2 years) – Vallejo, CA

As Director of Facilities Planning, Design & Construction, Tom is responsible for all phases of capital projects on the Cal Maritime campus and satellite properties – including the supervision of all planning, design, permitting, contracting, and construction activities. Tom is also responsible for updating and implementing the Campus Master Plan, the University's annual 5-Year Capital Outlay Plan, and the University's annual project nomination program. Tom's responsibilities also extend to the design of the campus environment, ensuring that campus development maintains harmony with the campus character, natural systems and campus ecology, and the University's long-term planning and sustainability goals. Tom's current duties include:

- Department Management
 - Serving as the face of the Planning, Design & Construction department, Tom is highly visible to the campus community and represents the department in all meetings with University administration, staff, faculty and students.
 - Managing department personnel and overseeing all departmental activities.
 - Content development for the department's website and ensuring that the website is up to date.
 - Developing and maintaining the University's digital plan room.
- Public Outreach
 - Preparing for and presenting at town halls, councils, and committee meetings.
 - Organizing and running committees and task forces focused on planning, design and construction activities.
 - Alerting the campus to all construction activities and disruptions on the campus (including weekly campus-wide emails).
 - Providing monthly project updates to both campus and CSU leadership.

- Capital Planning
 - Developing scope of work and budgets for major and minor capital projects including tenant improvements, renovations, new construction, and infrastructure projects.
 - Developing and implementing the University's 5-Year Capital Outlay Plan in coordination with the CSU Office of the Chancellor.
- Campus Planning
 - Maintaining and implementing the Campus Master Plan and corresponding Environmental Impact Report (EIR).
 - Providing urban design oversight for the university campus, including building siting, circulation network guidelines and improvements, and public space enhancements.
 - Developing campus design guidelines including wayfinding and signage standards, landscape planting palettes, and building color and material standards.
 - Developing and maintaining the University's space database (i.e. Space & Facilities Database (SFDB)).
- Project Development and Contracts
 - Administering the selection and appointment of architects, engineers, inspectors, and other special consultants for major and minor capital projects.
 - Preparing and issuing project Requests for Qualifications (RFQ) and Requests for Proposals (RFP).
 - Preparing scope of work for professional and specialty services.
 - Reviewing project cost proposals and approving contract agreements.
 - Creating, maintaining, and overseeing project schedules.
 - Managing the University's Job Order Contract (JOC), Task Order Contract Agreement (TOCA), and competitive bid processes.
- Project Management
 - Coordinating design and construction activities with campus departments and informing customers and other campus users about project design and construction activities and timelines.
 - Owning the fiscal responsibility for project budgets from project design through construction; tracking and reporting project expenditures. Preparing and reconciling project budgets with project cost estimates, cost proposals, bids, and expenditures.
 - Leading pre-design assessments – including geotechnical and soils studies, hazardous material studies, MEP and civil investigations, and programming and feasibility studies.
 - Supervising capital projects throughout the design process (conceptual, schematic, preliminary, construction documents).
 - Reviewing documents for compliance with the project program, budget, and schedule, for consistency with previously approved phases of work, for clarity of design intent, and for compliance with CSU policy, standards, and general conditions.
 - Leading all permitting requirements with external agencies such as the Office of the State Fire Marshal, the Division of the State Architect (DSA), and environmental compliance with agencies such as BCDC, CDFW, USDFW, and the Army Corps of Engineers.
- Construction Management
 - Supervising the University's construction management staff.
 - Leading weekly and special project meetings and evaluating progress, reports on progress, quality, budget and other items for which action is required.
 - Supervising the activities of inspectors and testing firms, and reviewing the Inspector of Record's (IOR) daily diary and weekly reports.
 - Issuing field instructions and authorizing change order work.
 - Coordinating punch lists, final acceptance, inspections, and scheduling of occupancy.

2. Campus Planner

WRNS Studio

(May 2014 – Present | 3 years, 6 months) – San Francisco, CA

At WRNS Studio Tom served as the primary project manager for several of the firm's campus planning pursuits, including campus master plans for CSU Maritime Academy, San Jose State University, and the University of Hawaii. Tom's duties as Campus Planner included:

- Developing campus design concepts from initial conception and sketches to vetted and approved master plans. Producing master plan graphics, urban design drawings, and documentations.
- Developing project design goals, objectives, and narratives. Serving as the primary author on the firm's master plan products.
- Producing standards and design guidelines including wayfinding and signage, architectural design guidelines, and color and material palettes.
- Serving as a key team member conducting building programming and feasibility studies for higher education clients such as CSU East Bay, San Jose State University, CSU Maritime Academy, and the University of Hawaii, Manoa.

3. Assistant Planner – RRM Design Group

(January 2013 – May 2014 | 1 year, 5 months) - San Luis Obispo, CA

At RRM Design Group Tom acted as a junior planner, working on many of the firm's civic and developer lead planning efforts.

- Created planning documents and graphics, including specific plans, design guidelines, presentation graphics, land use plans, and general plans.
- Team leader during public outreach events and community workshops.

4. Enlisted Seaman – United States Navy

(January 2010 - December 2011 | 2 Years) - San Diego, CA & Washington D.C.

- Honorable Discharge
- Attended Basic Underwater Demolition/SEAL (BUD/S)
- Served in U.S. Navy Ceremonial Guard

5. Facilities Assistant – WATG Architecture

(February 2004 – August 2006) | 2 years, 7 months) - Irvine, CA

- Coordinated and facilitated space and personnel moves between main campus and satellite campuses.
- Managed equipment inventories and databases.

EDUCATION:

Master of Urban Design – University of California, Berkeley

Master of City & Regional Planning – California Polytechnic State University (Cal Poly) San Luis Obispo

Bachelor of Political Science – San Francisco State University

WEBSITES:

LinkedIn: <https://www.linkedin.com/in/tom-van-pelt-0260218>

CSU Maritime Academy: www.csum.edu/web/facilities-planning-design-and-construction

TECHNICAL PROFICIENCIES:

- Hand sketching, ESRI GIS – Arch Map & Arch Catalog, AutoCAD, Revit, Sketchup, Adobe Illustrator, Adobe Photoshop, Adobe InDesign, VRAY, Maxwell Renderer, BIM Explorer, Microsoft Word, Microsoft Powerpoint, Microsoft Excel.

ASSOCIATIONS:

- Society for College & University Planning (SCUP), American Planning Association (APA), San Francisco Planning and Bay Area Research (SPUR), Urban Land Institute (ULI)

COMPLETED PROFESSIONAL PROJECTS:

California State University, Maritime Academy:

- Baffle Wall Replacement (New Construction - Infrastructure)
- Campus Master Plan EIR
- Campus Storm Drain Rebuild (New Construction - Infrastructure)
- Campus Wayfinding & Signage Assessment and Standards
- Campus Wayfinding & Signage Implementation (New Construction).
- Domestic Water Valve and Line Replacements (Infrastructure)
- Engineering Dean's Office and Meeting Rooms (Tennant Improvement)
- Faculty Drive Stabilization and Path of Travel (New Construction - Infrastructure)
- Fire Remediation Disaster Recovery
- Lot O Fiber Trench (New Construction)
- Makerspace (Tennant Improvement)
- Maritime North Residence Hall Roof Replacement (DM Repair)
- Maritime North Assorted Compliance Projects (ADA, Fire Sprinkler, Smoke Alarm)
- Mayo Hall Renovation & Addition (New Construction & Renovation)
- Oceanography Lab (Tennant Improvement)
- Overlook Landscape and Parking Lot I expansion (New Construction)
- PG&E Cable Undergrounding (New Construction – Infrastructure)
- Shoreside Wharf Boiler (New Construction)

WRNS Studio:

- CSU East Bay Classroom Standards
- CSU Maritime Academy Campus Master Plan
- CSU Maritime Academy Mayo Hall Detailed Project Program
- Microsoft Silicon Valley Planning and Urban Design Specifications
- Panetta Institute for Public Policy Feasibility Study and Detailed Project Program
- Rockwood Capital Evelyn Avenue Planning and Urban Design Study
- San Jose State Interdisciplinary Science Building Detailed Project Program
- San Jose State University Facilities Master Plan
- University of Hawaii, Manoa Infrastructure Master Plan
- University of Hawaii, Manoa Klum Gym Detailed Project Program
- University of Hawaii, Manoa LRDP

RRM Design Group

- Chevron Tank Farm Design Guidelines
- City of Azusa Downtown Specific Plan
- City of Fullerton Downtown Core and Corridors Specific Plan
- Downtown Pismo Beach Vision and Strategic Plan
- Monterrey Bay Sanctuary Scenic Trail Network Master Plan
- San Luis Ranch Master Plan
- Serra Meadows Master Plan and Design Guidelines

#4

District 2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, June 09, 2021 8:31:03 AM
Last Modified: Wednesday, June 09, 2021 8:43:35 AM
Time Spent: 00:12:31
IP Address: 67.169.53.19

Page 1

Q1

Contact Information

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

Q2

Design Review Board

What Board would you like to apply to?

Page 3

Q6

How long have you lived in San Rafael?

2 Months in my new home of San Rafael after 9 years in San Francisco.

Q7

Business Information

Company	Pristereo
Address	249 Prospect Drive
City/Town	San Rafael
ZIP/Postal Code	94901

Q8

Social Media

How did you hear about this vacant position?

Q9

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

Practicing local architect who is eager to get involved at the local level.

Q10

List any civic organizations of which you are a member:

California Architect's Board License since 2016.

Q11

Education:

Masters of Architecture 2007, Newschool of Architecture + Design. Design studios in Lund, Sweden and Vienna, Austria. Worked for 4 years in New Zealand and Australia at a professional level.

Q12

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

I am a local architect, practicing in San Rafael committed to improving the future built environment of the city! I do contemporary work all over California, but have chosen to call San Rafael home.

Q13

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

I currently have no projects in the city's jurisdiction. I do however work and live in San Rafael.

Q14

Upload your resume.

Pristereo 2019 Portfolio_Arch.pdf (7.2MB)

Page 4: Demographics

Q15

Ethnicity



Q16



To which gender do you most identify?

Q17



How old are you?



pristered

architecture + branding

00000000

portfolio 2019



architecture can be defined as:

the manipulation and organization of materials to allow for new realities



Zachary Meade
Owner
CA licensed architect C 36088



MArch Newschool of
Architecture & Design
in California

multiple IIDA award winner

Lund University in Sweden
Urban Studio

Vienna School of Applied Arts
Digital Design Studio

Zach has practiced architecture in the
USA, Australia, & New Zealand

Revit specialist

Pristereo is an architecture firm focused on residential and small commercial projects based in San Francisco, CA. The firm is owned by California licensed architect Zachary Meade.

Zach spent the six years prior to starting Pristereore with **Blitz** in San Francisco designing workplaces for technology companies in Silicon Valley and abroad. He has designed spaces for **Google, Microsoft, Zendesk, Twilio**, and others. Zach's design work has won two International Interior Design Association awards, and his work has been published extensively. With his commercial experience, Zach is fully fluent in **California Building Code** requirements and accessibility requirements.

Prior to his time in the Bay Area, Zach practiced at a wide range of international architecture firms in the US, Australia, and New Zealand including **Woods Bagot, Hayball**, and **Athfield Architects**. At these firms, Zach worked as a project designer on many residential, commercial, and civic buildings and competitions. Zach also became a **BIM specialist** during his time abroad, focusing on the forefront of architectural design technologies.

In 2018, Zach started Pristereore with the goal of focusing on a few projects a year, where he can dedicate his time to **learning and mastering his client's visions**, goals, aspirations, and project requirements. Pristereore seeks to create only the most successful and thoughtful work through the careful, considered practice of architecture and design.

Services provided:

- Full architectural services
- Code compliance review
- Graphic Design and Branding
- BIM assistance in Autodesk Revit

cover image photography credit: Stuart Murchison



*all work this page completed during employment at Blitz in California
photography credit: Nicole England

work samples - architecture*



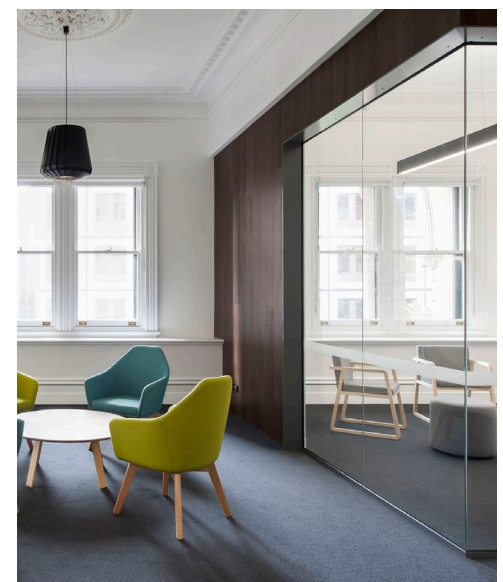
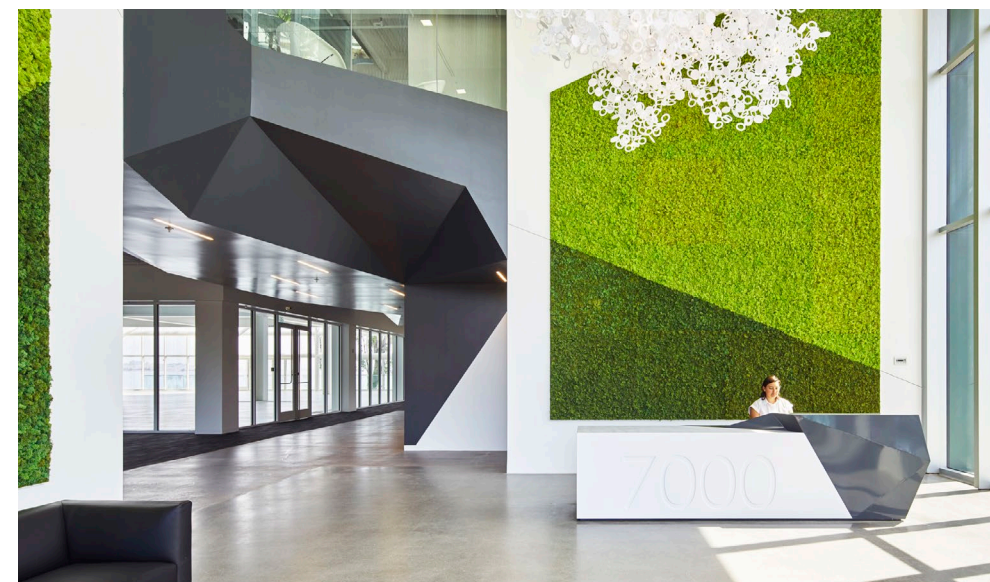
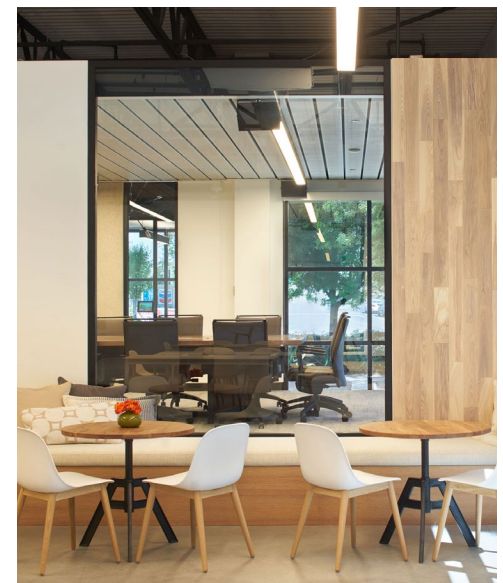
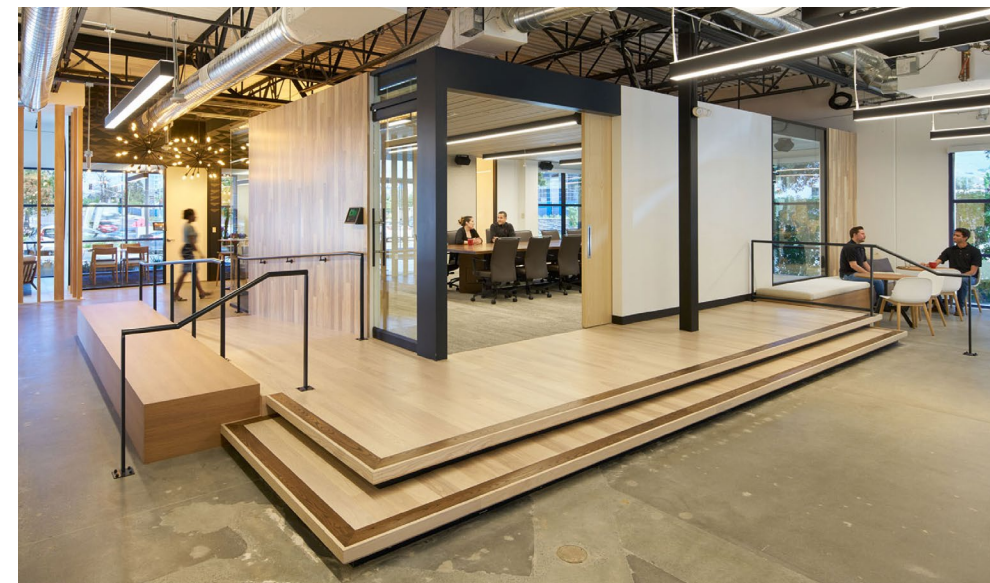
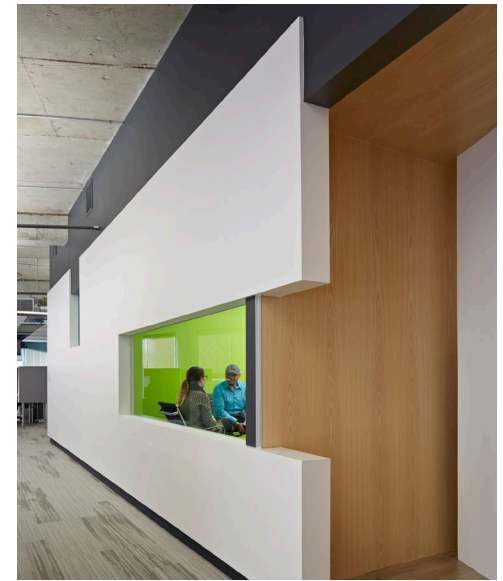
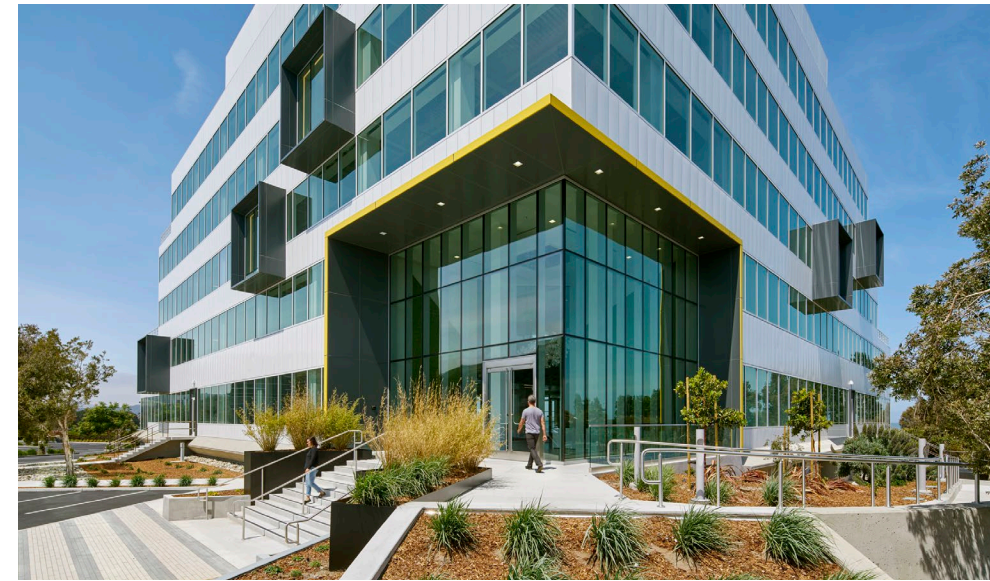
Within many of his designs, Zach has employed large architectural moves to help delineate space and create hierarchy.

Often realized through "buildings within buildings", large forms wrap, contain, and have defined spaces in both his exterior and interior work. The images to the right of this page show a breadth of folded forms, encompassing shapes, raw materials, and purposeful openings that guide people through architectural volumes, and create fun, inviting spaces in a variety of use cases.

Architecture should be fun, and the creation of space should evoke possibility, excitement, and engagement.

Zach's involvement in these projects included space planning, architectural design, code compliance review, and construction oversight. Zach produced initial concept sketches, permit drawings and jurisdiction coordination, final construction documentation, and construction administration on these projects.

work samples - architecture*



*all work this page completed during employment at Blitz in California
photography credits: Bruce Damonte, Nicole England
pristereio - zachary meade CA licensed architect 7

work samples - hospitality*

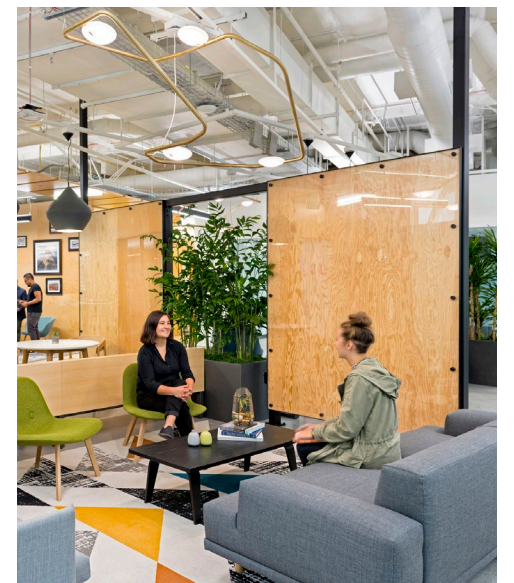
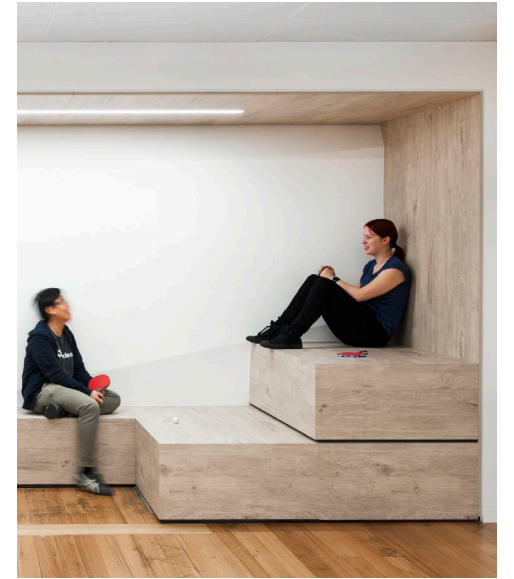


Through his work in the technology sector, Zach has been able to create a variety of spaces that are applicable to hospitality and small commercial design. Lunch spaces, collaborative zones, and visitor reception areas all illustrate these qualities. The images to the right show unique space dividers, custom furniture designs, kitchen spaces, café and bar layouts, and retail sensibilities.

Good design creates good business, and Zach will further explore the ideas above through Pristereio. By working with clients and diving deep into their business requirements, Pristereio will create spaces that **help clients realize their business goals**, while creating unique and fun opportunities at the same time.

Zach's involvement in these projects included space planning, architectural design, code compliance review, and construction oversight. Zach produced initial concept sketches, permit drawings and jurisdiction coordination, final construction documentation, and construction administration on these projects.

work samples - hospitality*



*all work this page completed during employment at Blitz in California
photography credits: Nicole England, Marco Zecchin, Jasper Sanidad

work sample - townhomes



This duplex townhome is the first built project designed by Pristereio. Designed across two subdivisions where a single family home previously lived, the site is located within both an urban transit corridor and suburban setting.

The project design needed to balance the needs for increased density while also sitting well within the neighborhood context. The large three bedroom 2,000 sf **units were articulated into separate masses to create the illusion of a series of smaller spaces** and avoid a singular heavy mass. Landscaping and stepped pathways were influenced by a nearby neighborhood creekside walking path.

Pristereo produced a series of digital renderings in-house to readily convey to the client proposed concepts for both the building exterior and interior spaces. These renderings evolved over time, and the final iterations are shown here.

Pristereo's services for this project included Schematic Design, Design Development, Planning Department submittal and approved design, structural coordination, and working drawing pricing package.

work sample - townhomes



photography credit: Stuart Murchison

work sample - townhomes



rendering taken from frontyard

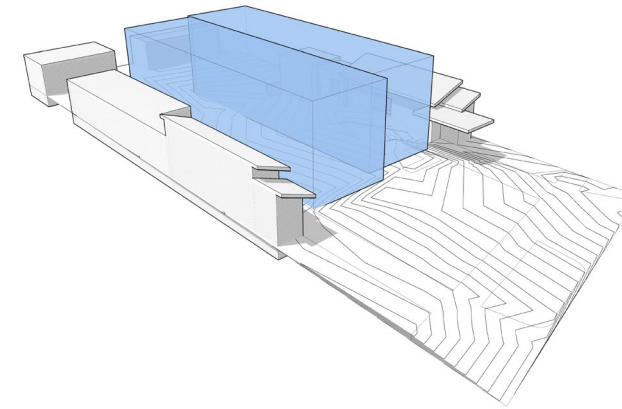


rendering taken from living space

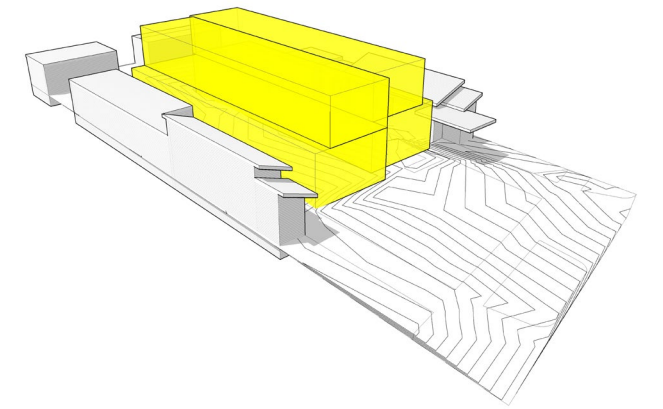
work sample - townhomes



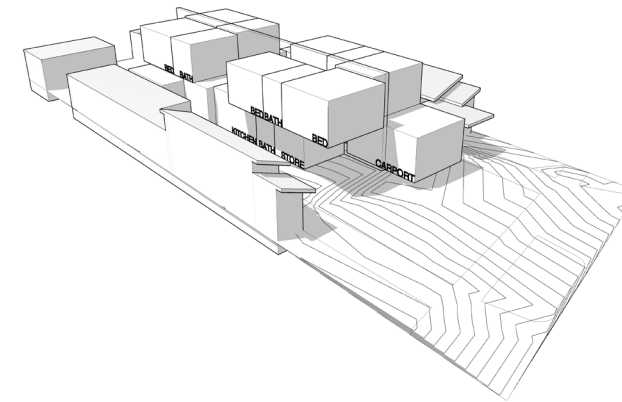
Project Concept Illustration



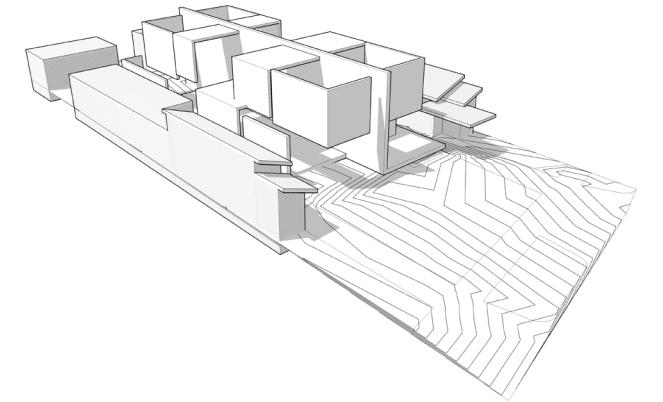
1
Two units extruded on the site



2
Town planning require setbacks

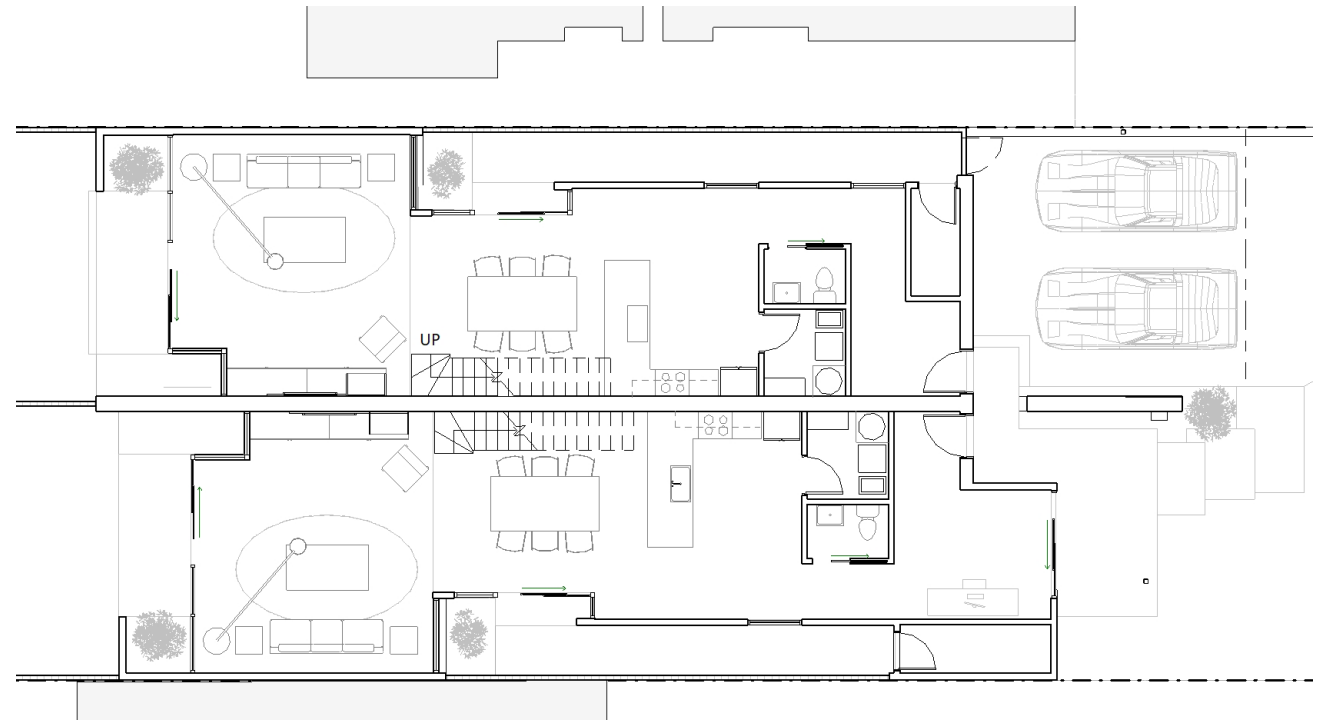


3
Required spaces broken down into separate masses

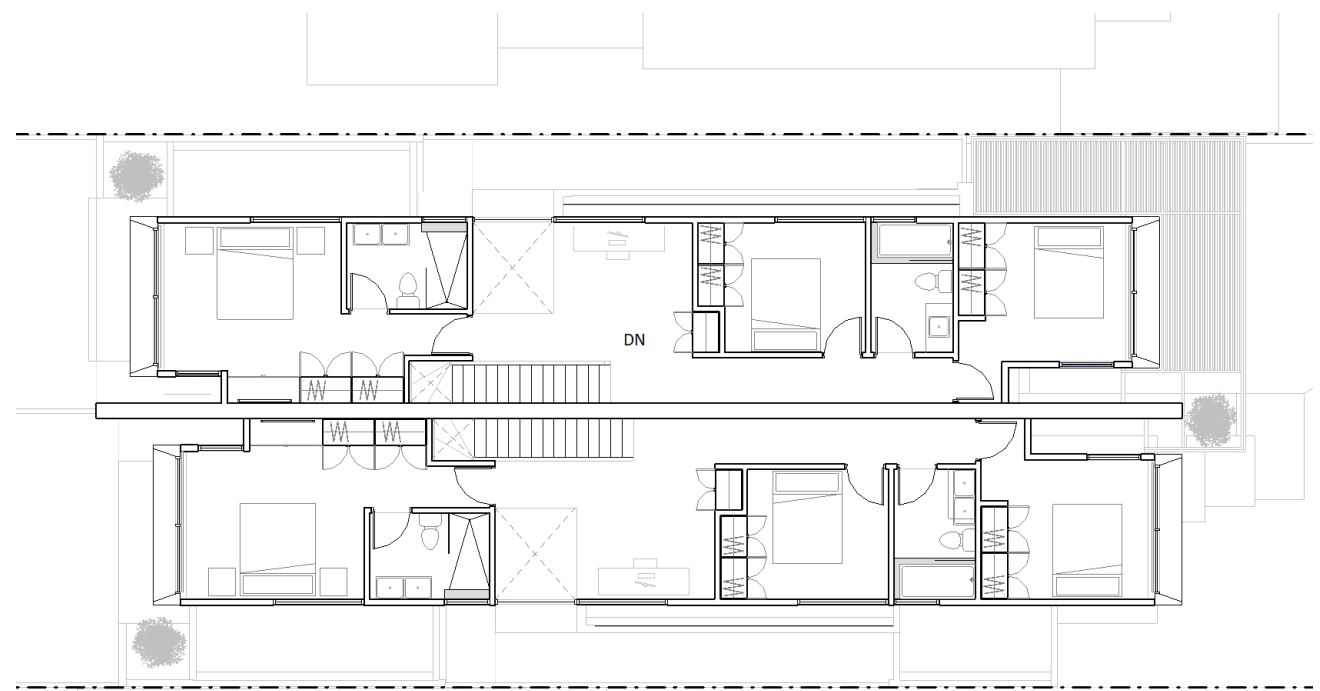


4
Abstracted conceptualization technique used to create the building forms.

work sample - townhomes



floorplan ground level



floorplan second level



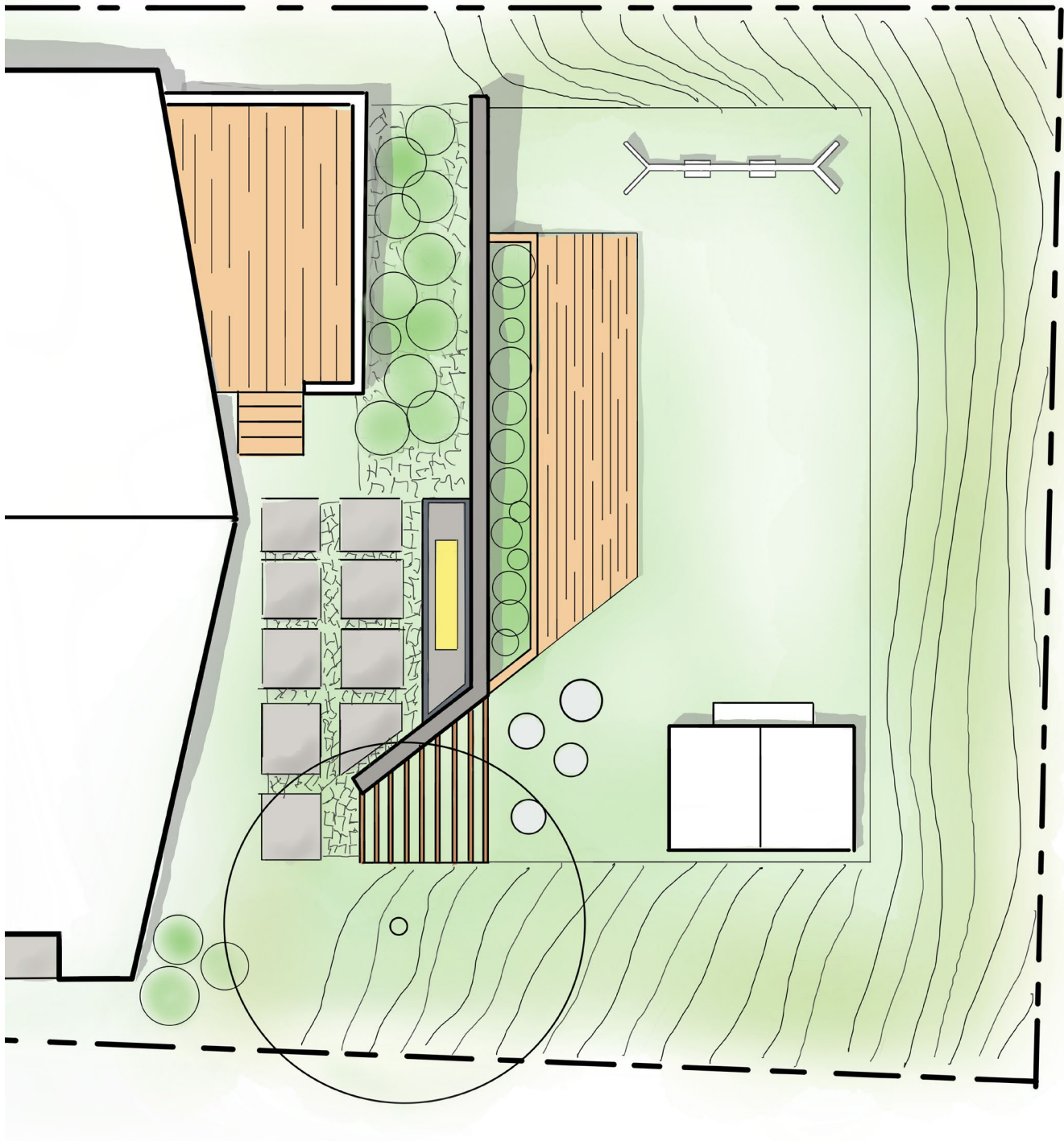
work sample - townhomes



rendering taken from backyard



photography credit: Stuart Murchison



14.25.070 Design Review Board.

A. Purpose and Authority. The Design Review Board shall serve as an advisory body to the city for the purpose of reviewing and formulating recommendations on all major physical improvements requiring environmental and design review permits and on other design matters, including minor physical improvements, referred to the Board by the Planning Director, Planning Commission, or City Council.

B. Membership of the Design Review Board. The Design Review Board shall consist of a total of five (5) regular members and may include one alternate member appointed by the City Council. The Design Review Board members shall be qualified as follows:

1. At least two (2) members shall be licensed architects or licensed building designers;
2. At least one member shall be a licensed landscape architect;
3. At least one of the five (5) members shall have background or experience in urban design;
4. The alternate member may have qualifications in any of the above fields of expertise;
5. All board members shall reside in the City of San Rafael; and
6. In addition to the five (5) council-appointed Board members and one alternate member, one planning commissioner shall attend Board meetings. This liaison planning commissioner shall be appointed by the commission chairperson. An additional commissioner shall be appointed to serve as an "alternate liaison" in case of absence. The planning commission liaison should be present at all Design Review Board meetings to offer advice and direction to the Board on matters of commission concern.

C. Alternate Member. The alternate member may temporarily fill a vacancy created when a regular member: (1) leaves office prior to completion of the member's term; (2) cannot attend a meeting; or (3) cannot participate on a particular matter due to a conflict of interest.

D. Term of Office. The term of office for each Design Review Board member shall be four (4) years. Of the members of the Board first appointed, one shall be appointed for the term of one year; one for the term of two (2) years; one for the term of three (3) years; and two (2) for the term of four (4) years. The term of office for the alternate board member shall be four (4) years concurrent with the term of the chairperson.

E. Removal or Vacancy of Membership. Any member of the Board or the alternate member can be removed at any time by a majority vote by the City Council. A vacancy shall be filled in the same manner as the original appointment. The person appointed to fill a vacancy shall serve for the remainder of the unexpired term.

F. Meetings. At least one regular Design Review Board meeting shall be held each month on a date selected by the Board, unless there is no business to conduct.

G. Quorum. Three (3) of the members of the Board, either regular members or two (2) regular members and the alternate board member, shall be required to constitute a quorum for the transaction of the business of the Board and the affirmation vote of a majority of those present is required to take any action.

H. Compensation of the Design Review Board. All members of the Board shall serve as such without compensation.

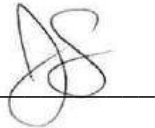
I. The Design Review Board may adopt, and amend as necessary, Rules of Order to ensure efficient and responsive Board meetings. (Ord. 1838 § 53, 2005; Ord. 1794 § 2, 2003; Ord. 1625 § 1 (part), 1992).



Special Meeting
Agenda Item No: 2
Meeting Date: July 15, 2021

SAN RAFAEL CITY COUNCIL STAFF REPORT

Department: City Clerk

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

TOPIC: PLANNING COMMISSION INTERVIEWS

SUBJECT: INTERVIEW APPLICANTS AND MAKE AN APPOINTMENT TO FILL ONE FOUR-YEAR TERM TO THE END OF JUNE 2025 ON THE PLANNING COMMISSION DUE TO THE EXPIRATION OF TERM OF JON PREVITALI

RECOMMENDATION:
Interview the following applicants and make an appointment to fill one four-year term to the end of June 2025 on the Planning Commission due to the expiration of term of Jon Previtali.

Name
Jon Previtali
Sam Rodriguez
Sharon Leckie

BACKGROUND:
The term of Jon Previtali expired at the end of June 2021. The City Clerk’s office recruited for applications on June 10, 2021 and received three applications by the deadline of July 2, 2021.

The [Planning Commission](#) consists of community volunteers appointed by the City Council to make decisions or advise the Council on land use and property development issues. The Commission assures that new development is consistent with our long-range General Plan, State laws and other public policies that advance the interests of our community. [Meetings](#) are held second & fourth Tuesdays at 7:00 p.m.

ANALYSIS:
The deadline for submitting applications was July 2, 2021 and the City Clerk’s Office received three (3) applications. Staff recommends the City Council interview the three (3) eligible applicants and make an appointment to fill the one term.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

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

COMMUNITY OUTREACH:

The call for applications for the Planning Commission was advertised through mass email notification, Canal Alliance, the City website, Nextdoor and Facebook social media platforms.

RECOMMENDED ACTION:

Interview the three applicants and make an appointment to fill one four-year term to the end of June 2025 on the Planning Commission.

ATTACHMENT:

1. Three (3) Applications
2. Municipal Code Excerpt

#1

District 4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, May 17, 2021 5:00:32 PM
Last Modified: Monday, May 17, 2021 7:40:15 PM
Time Spent: 02:39:42
IP Address: 159.45.71.15

Page 1

Q1

Contact Information

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

Q2

Planning Commission

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	Wells Fargo
Address	[REDACTED]
City/Town	San Rafael
ZIP/Postal Code	94903

Boards and Commissions Application

Q8

How did you hear about this vacant position?

Other (please specify):

Incumbent

Q9

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

Planning Commission

Q10

List any civic organizations of which you are a member:

Terra Linda HOA

Q11

Education:

Stanford University, BS, Civil & Environmental Engineering, 1993

University of Colorado, MS, Civil, Environmental & Architectural Engineering (Building Systems Program), 2007

Q12

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

I have served on the Planning Commission since July 2020. I would like to build upon the work the Commission has done, my working relationship with City Staff and fellow Commissioners, and the many lessons I've learned since joining the Commission. I believe in the City's mission to add more housing to meet State mandates, house community members at risk for displacement and make room for new residents, particularly those who cannot currently afford to live in San Rafael. I also want to continue to contribute to measures that will lessen the long-term impact of sea rise and protect residents from related, near-term risks such as wildfires and water scarcity. As a civil engineer who works on large renewable energy projects, I am familiar with both the science of Climate Change and large engineering solutions. Being a resident of Terra Linda, the redevelopment of Northgate is also important to me. Like my neighbors, I share the vision of a town center at Northgate that will be a nexus of culture and a point of pride for Northern San Rafael and other nearby communities. Another reason I am in favor of more housing, particularly in Terra Linda, is increasing the property tax base in support of schools and other community programs. Miller Creek School District, the district that serves Terra Linda, has the lowest per student rate of tax revenue of any district in Marin County. More housing means more revenue for schools, better salaries and more tools for teachers and a better education for the children of San Rafael. Finally, this past year's groundswell of community action through the BLM movement as a reaction to the tragic murder of George Floyd made me realize that we must do more to support DE&I goals in San Rafael and I personally must do more. I believe DE&I goals set forth in the 2040 Plan are steps in the right direction, but there is much more work to be done. I've learned a lot about DE&I over the past year, particularly from City Staff and my fellow Commissioners, and if I'm appointed again I will look at every issue through a more informed and sensitive lens of DE&I. We are already one of the most racially and economically diverse cities in Marin, if not the most, but we are not as integrated as we could be and this leads to a cycles of disparity in education, healthcare, incomes, civil rights and so many other important aspects of people's lives. We have a long way to go, but I believe the Planning Commission can make important contributions to making San Rafael a place where people of every race and socio-economic background can find a comfortable and affordable place to live, feel safe, equal and be happy.

Q13

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

Issues related to properties in close proximity to my home.

Q14

Upload your resume.

Jon Previtali Resume 2020.pdf (124.9KB)

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

Jon Previtali

San Rafael, CA 94903

BIO

Jon Previtali leads the engineering due diligence practice for renewable energy tax equity investments at Wells Fargo, one of the largest financiers of renewable energy in the US. He also serves as an advisor to the DOE's Solar Energy and Building Technology Offices and on the board of Wells Fargo's Innovation Incubator, a non-dilutive grant program for clean-tech starts-ups. Jon has worked with Internet and renewable energy technologies for over twenty years and holds engineering degrees from the University of Colorado, Boulder and Stanford University.

EDUCATION

Stanford University, BS, Civil & Environmental Engineering, 1993

University of Colorado, MS, Civil, Environmental & Architectural Engineering (Building Systems Program), 2007

PROFESSIONAL EXPERIENCE

Wells Fargo Renewable Energy & Environmental Finance (REEF), San Francisco, CA

Director Technology and Technical Services, formerly VP Environmental Finance, 2013 – Present

- Oversee technical due diligence for all projects in preparation for funding: utility scale solar, distributed generation solar, wind power, energy storage, fuel cells
- Review proposed projects and contribute to Origination Requests for Credit Committee
- Contribute technical views to Investment Memos presented to Credit Committee
- Negotiate technical terms and write terms for use on contract agreements
- Support Project Origination and Portfolio/Asset Management teams with ad hoc issues
- Oversee quality assurance for solar modules (factory audits, production oversight, testing)
- Plan technical due diligence programs for new technologies, e.g., energy storage, offshore wind, carbon capture and sequestration
- Manage multiple advisors across a broad range of technical areas
- Collaborate with other tax equity partners on club deals
- Establishment of asset management platform for solar

Black & Veatch, San Francisco, CA

Renewable Energy Consultant/Engineering Staff Manager, Solar PV Services, 2010 – 2013

- Managed team that provided wide range of engineering services for utility scale PV power plants and portfolios of distributed generation systems
- Led the reorganization and digitization of the LADWP Solar Incentive Program
- Developed test protocols and tested PV power plants to confirm performance relative to energy production estimates and revenue projections
- Advised project development companies on solar energy production optimization, performance guarantees, operations, maintenance procedures and reserve accounts, and asset management

SunEdison/MEMC, San Francisco, CA

Director of Product Management/Senior Product Manager, 2008 – 2010

- Commercialized SunEdison's third-party operations and maintenance service
- Initiated and co-designed EPC/distributor partner program
- Developed feature requirements, performance alerting algorithms and user interfaces for field tech and operations center software
- Contributed to utility PPA sales and project design strategy as technical advisor

Self Employed, Boulder, CO and San Francisco, CA

Renewable Energy Consultant, 2005 – 2010

- Performed a range of technical and non-technical projects for the following organizations: HOMER Energy (now part of UL), Architectural Energy Corporation, AltaTerra Research, International Center for Appropriate and Sustainable Technologies (iCAST), University of Colorado Environmental Center, University of Colorado Solar Decathlon Team

Cable & Wireless/Digital Island, San Francisco, CA

Director of Product Management, Product Manager, 1999 – 2004

- Managed cross-functional teams to provide monitoring and reporting for over a dozen data centers, 2000+ customer servers and a large Content Delivery Network (CDN)
- Enlisted “Voice of the Customer” research for new product development
- Assisted in the establishment of a “Stage Gate” product development process
- Designed and commercialized service level agreements (service guarantees)
- Worked on a task force to implement business systems that enabled the company to scale from several dozen customers to more than 2,000 within 2 years
- Led system and staff integration projects through three mergers

Starlight Networks/Polycom, Mountain View, CA

Web Site Designer, Associate Product Manager, 1996 – 1999

- Development and marketing of on-demand, live and multicast streaming media software

Poppy Tyson Interactive, Mountain View, CA

Web Site Designer/Developer, 1995 – 1996

City of Menlo Park, Menlo Park, CA

Engineering Technician, 1994 – 1995

Schlumberger, Midland, TX

Petroleum Field Engineer, 1993

Board Seats

- *Wells Fargo Innovation Incubator*, ongoing since 6/2014 (founding member), a grant program for clean-tech start-ups performed in collaboration with the National Renewable Energy Laboratory (NREL)
- *DuraMAT Industry Advisory Board*, ongoing since 8/2016 (founding member), a DOE funded effort to foster collaboration between the National Laboratories and industry to develop more reliable and durable solar module materials
- *PowerMark*, ongoing since 3/2015, overseer of the US Technical Advisory Groups (US TAG) that review technical standards for the solar power industry

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, May 18, 2021 7:47:50 PM
Last Modified: Tuesday, May 18, 2021 8:15:13 PM
Time Spent: 00:27:22
IP Address: 73.15.154.184

Page 1

Q1

Contact Information

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

Q2

What Board would you like to apply to?

Fire Commission,
Planning Commission

Page 3

Q6

How long have you lived in San Rafael?

5 years

Q7

Business Information

Company	Rodriguez Strategic Partners
Address	4460 Redwood Highway, Suite 16-367
City/Town	San Rafael
ZIP/Postal Code	94903

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?

Executive Committee Member of SF Workforce Investment Board
Member, Sierra Club-Marine County
Volunteer, North Bay Aquatics
Volunteer Advisor, RISE (Tuition Free College)

Q10

List any civic organizations of which you are a member:

San Francisco Workforce Investment Board
Sierra Club-Marine County
North Bay Aquatics Swim Club - Marine County
MSEL - Marine School for Environmental Leadership (Terra Linda H.S.)

Q11

Education:

B.A. University of Texas at Dallas
Harvard University, JFK School of Gov't, Activity-based Budgeting Certificate
University of London, Ealing, Comparative Politics

Q12

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

I have more than 20 years of combined federal, state public policy experience combined with private sector management in the telecommunications, technology and emerging industries sectors. Moreover, I am passionate about public and civic service and the role it can bring to enhance quality of life for all with a fair, balanced and evidence based decision making process.

Q13

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

Do not have a conflict of interest

Q14

Upload your resume.

Sam Rodriguez Bio (1) (4).pdf (76KB)

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

Sam Rodriguez



Sam Rodriguez, Founder of Rodriguez Strategic Partners LLC, has built a strong track record over the past 25 years as a consensus builder and collaborative strategist at the federal, state and local level on many policy issues including education, economic development, cannabis regulation, science, technology, telecommunications and workforce development. Sam has always taken pride in his ability to understand the nexus between policy and politics when solving complex issues affecting a dynamic matrix of vested interests.

Sam's work experience in both the public and private sectors includes serving as Chief Deputy Director at EDD and as an architect of the State Labor and Workforce Development Agency. Sam spearheaded the integration of technology to better serve employers and job seekers and developed the 'Technology for Teachers Initiative' for interested engineers and network managers who were eligible to be science and math educators for K - 12 schools.

Sam previously was Comcast's California State Director for Regulatory and Legislative Affairs. As the California Director, he successfully pursued a policy agenda that provided an economic platform to help stabilize the workforce and continue new investments in technology to foster growth in a highly competitive market and also played an instrumental role in the approval of the Comcast/NBC Universal merger. Sam's work at Comcast was recognized by the American Association of Political Consultants with a Pollie Award for Public Education through new media.

More recently Sam served as the Director of Legislative Affairs, responsible for California, Nevada and Arizona for the UFCW Western States Council where he spearheaded landmark workplace and environmental legislation to eliminate single use plastic bags and was integral in drafting and advocating for regulations in both medical and adult-use Cannabis in the state of California. Sam's early efforts to collaborate with local government (cities), law enforcement (police chiefs), and Cannabis industry leaders (CCIA) led to the development of a 'Policy and Regulatory Framework' allowing for the issuance of a diverse set of licenses for commercial cannabis in the California market.

For close to a decade Sam has also served as an Appointed Board Member on the California Employment Training Panel and the San Francisco Workforce Investment Board. As a board member of the California Employment Training Panel, appointed by the Assembly Speaker, Sam assesses investment requests that spur job creation and job retention affecting the state's economy.

While in the Federal Government as a Presidential Appointee, Sam worked with three Cabinet Secretaries at the US Department of Energy as the Assistant Director of Science for Education and Communications. He was instrumental in developing strategic communication initiatives to educate stakeholders in the construction of the Joint Genome Institute in California. He excelled at developing new programs and managing complex systems that enhanced access and availability to economically disadvantaged communities. During his tenure, he developed a Community College Science Institute, the first of its kind and received recognition from the Harvard Kennedy School of Government Innovation Awards program. He was also editor of DOE's 'Science in the National Interest' - a newsletter highlighting research and development investments in projects related to energy efficiency, transportation and renewables.

Sam political experience includes serving as Political Director for the California Democratic Party, Director of Hispanic Affairs at the Democratic National Committee and as the Washington State Director for Kerry for President in the general election in 2004. During the early 1990's, Rodriguez was also one of the first in the nation to manage campaigns for minority women running for the US Congress in California and Texas and he was the first Latino to serve as Press Secretary for the President of Planned Parenthood Federation of America. Over the last two decades he has also traveled to Latin America on numerous occasions as a trainer for the U.S. Department of State with a focus on communications training and campaign management.

He is graduate of the University of Texas at Dallas with a B.A. in Government and Politics.

#11

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, June 16, 2021 6:02:50 PM
Last Modified: Wednesday, June 16, 2021 7:21:17 PM
Time Spent: 01:18:27
IP Address: 67.161.40.47

Page 1

Q1

Contact Information

First and Last Name	Sharon Leckie
Address	
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	
Phone Number	

Q2

What Board would you like to apply to?

Design Review Board,
Planning Commission

Page 3

Q6

How long have you lived in San Rafael?

2 years, 3 months

Q7

Business Information

Company	
Address	
City/Town	
ZIP/Postal Code	

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?

None at the moment.

Q10

List any civic organizations of which you are a member:

None at the moment.

Q11

Education:

Liberal Arts, England.

Graduate, Business, Harvard.

Graduate, Coaching & Development, Portsmouth Business School, England.

Q12

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

My home is now in San Rafael and I want to invest in its ongoing success. We live in community with each other, and all topics that each board and commission address are interrelated and interdependent in contributing to that success. Investing my time and energy is the best way I can be of service in that process.

Q13

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

None that I'm aware of.

Q14

Upload your resume.

SR-CC-Application-Planning-DesignBoard-2021.pdf (2.3MB)

Page 4: Demographics

Q15

Ethnicity



Q16



To which gender do you most identify?

Q17



How old are you?



**San Rafael City Council | Application | Planning Commission and
Design Board**

16 June 2021

Hi there,

here's a link to my LinkedIn profile, which is an up-to-date overview of my professional experience.

<https://www.linkedin.com/in/sharonleckie/>

Thanks for considering me, take care,
Sharon

Sharon Leckie
Managing Partner



Chapter 2.16 BOARDS AND COMMISSIONS

2.16.040 Planning Commission--Creation--Membership.

There is created a planning commission for the city, consisting of seven members, not officials of the city, appointed by the mayor with the approval of the city council. (Ord. 505).

2.16.050 Terms of Planning Commission Members.

Of the members of the Commission first appointed, two shall be appointed for the terms of one year; two for the terms of two years; two for the terms of three years; and one for the term of four years. Their successors shall be appointed for terms of four years; if a vacancy occurs otherwise than by expiration of term it shall be filled by appointment for the unexpired portion of the term. (Ord. 505).

2.16.060 Advisory Members of Planning Commission.

Advisory members of the Commission shall be the city manager, the city attorney, and the city engineer. The advisory members shall not have the power to vote and their terms shall correspond to their respective official tenure. (Ord. 505).

2.16.070 Chairman and Secretary of Planning Commission.

The Commission shall elect a chairman from its appointed members, and may also elect a secretary who may be an employee of the city. (Ord. 505).

2.16.080 Meetings and Quorum of Planning Commission.

At least one regular meeting shall be held each month on a date selected by the Commission. Four of the appointed members of the Commission shall be required to constitute a quorum for the transaction of the business of the Commission. (Ord. 527: Ord. 505).

2.16.090 Removal from Planning Commission.

Any appointed member of the Commission may be removed by the mayor with the approval of the city council or by a majority vote of the council. (Ord. 505).

2.16.100 Compensation of Planning Commission.

All members of the Commission shall serve as such without compensation. (Ord. 505 (part)).

2.16.110 Powers and Duties of Planning Commission.

It shall be the function and duty of the Planning Commission to prepare and adopt, in accordance with and as provided by the Conservation and Planning Act of the state of California, comprehensive long-term general plans for the physical development of the city of San Rafael, and of any land outside the boundary thereof which bears relation to the city. The plans may be comprised of the following or other and additional plans and maps which may in Commission's judgment relate to the physical development of the city:

streets and highway plan

parking plan
recreation plan
public buildings plan
transit plan

The Planning Commission shall be charged with the duty of making investigations, reports on the design and improvements of proposed subdivisions, and shall have such powers in connection therewith as are outlined in the Subdivision Map Act of the state of California, and the subdivision regulations adopted by the city of San Rafael.

It shall be the duty of the members of the Planning Commission, including advisory members and members of its staff, to inform themselves on matters affecting the functions and duties of the Commission and all planning matters, and, to that end, when authorized by a majority of the Commission, may attend planning conferences, or meetings of planning executives, hearings on planning legislation or matters affecting the master plan or any part thereof, and the reasonable traveling expenses incidental to the attendances shall be charges upon the funds allocated to the Commission.

The Planning Commission shall endeavor to promote public interest and understanding of plans developed, and the regulations relating thereto. It shall be part of its duty to consult with and advise the public officials, agencies, public utilities companies, school boards, civic and other organizations, and with the citizens generally in relation to carrying out the plans.


The Commission shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, findings, and determinations, which records shall be a public record. (Ord. 913 (part), 1968: Ord. 505 (part)).



Special Meeting
Agenda Item No: 3
Meeting Date: July 15, 2021

SAN RAFAEL CITY COUNCIL STAFF REPORT

Department: City Clerk

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

TOPIC: FIRE COMMISSION INTERVIEWS

SUBJECT: INTERVIEW APPLICANTS AND MAKE AN APPOINTMENT TO FILL ONE FOUR-YEAR TERM TO THE END OF MARCH 2025 ON THE FIRE COMMISSION DUE TO THE EXPIRATION OF TERM OF NADINE ATIEH HADE

RECOMMENDATION:

Interview the following applicants and make an appointment to fill one four-year term to the end of March 2025 on the Fire Commission due to the expiration of term of Nadine Atieh Hade.

Name
Nadine Atieh Hade
Sam Rodriguez

BACKGROUND:

Nadine Atieh Hade’s term expired at the end of March 2021. The City Clerk’s office recruited for applications and received two applications by the deadline of July 2, 2021.

The [Fire Commission](#) consists of five members and two alternate members who advise and support the goals and objectives of the San Rafael Fire Department. In concert with the Fire Chief, Fire Commission Members contribute their experience and expertise with department-related initiatives, such as Public Education and Information, Emergency Preparedness, support of the San Rafael Fire Foundation, Essential Facilities Project, Photography and documenting Fire Service History.

ANALYSIS:

The deadline for submitting applications was July 2, 2021 and the City Clerk’s Office received two (2) applications. Staff recommends the City Council interview the two (2) eligible applicants and make an appointment to fill the one term.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

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

COMMUNITY OUTREACH:

The call for applications for the Fire Commission was advertised through mass email notification, Canal Alliance, the City website, Nextdoor and Facebook social media platforms.

RECOMMENDED ACTION:

Interview the two applicants and make an appointment to fill one four-year term to the end of March 2025 on the Fire Commission.

ATTACHMENT:

1. Two (2) Applications
2. Municipal Code Excerpt

#5

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, June 07, 2021 10:03:08 AM
Last Modified: Monday, June 07, 2021 10:10:17 AM
Time Spent: 00:07:09
IP Address: 199.88.89.34

Page 1

Q1

Contact Information

First and Last Name **Nadine Atieh Hade**

Address **[REDACTED]**

City/Town **SAN RAFAEL**

State/Province **CA**

ZIP/Postal Code **94901**

Email Address **[REDACTED]**

Phone Number **[REDACTED]**

Q2 **Fire 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 **City of San Rafael**

Address **1400 Fifth Avenue**

City/Town **San Rafael**

ZIP/Postal Code **94901**

Boards and Commissions Application

Q8

How did you hear about this vacant position?

Other (please specify):

Currently a commissioner

Q9

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

Volunteering, support non-profits, engage in local government

Q10

List any civic organizations of which you are a member:

San Rafael Fire Commission

Q11

Education:

Bachelors - Cal Poly; Major in Finance and Accounting; Minor in Speech Communications

Q12

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

I want to continue to give back to my Community and provide my financial expertise when needed.

Q13

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

I work for the City of San Rafael

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?

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, May 18, 2021 7:47:50 PM
Last Modified: Tuesday, May 18, 2021 8:15:13 PM
Time Spent: 00:27:22
IP Address: 73.15.154.184

Page 1

Q1

Contact Information

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

Q2

What Board would you like to apply to?

Fire Commission,
Planning Commission

Page 3

Q6

How long have you lived in San Rafael?

5 years

Q7

Business Information

Company	Rodriguez Strategic Partners
Address	4460 Redwood Highway, Suite 16-367
City/Town	San Rafael
ZIP/Postal Code	94903

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?

Executive Committee Member of SF Workforce Investment Board
Member, Sierra Club-Marín County
Volunteer, North Bay Aquatics
Volunteer Advisor, RISE (Tuition Free College)

Q10

List any civic organizations of which you are a member:

San Francisco Workforce Investment Board
Sierra Club-Marín County
North Bay Aquatics Swim Club - Marin County
MSEL - Marin School for Environmental Leadership (Terra Linda H.S.)

Q11

Education:

B.A. University of Texas at Dallas
Harvard University, JFK School of Gov't, Activity-based Budgeting Certificate
University of London, Ealing, Comparative Politics

Q12

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

I have more than 20 years of combined federal, state public policy experience combined with private sector management in the telecommunications, technology and emerging industries sectors. Moreover, I am passionate about public and civic service and the role it can bring to enhance quality of life for all with a fair, balanced and evidence based decision making process.

Q13

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

Do not have a conflict of interest

Q14

Upload your resume.

Sam Rodriguez Bio (1) (4).pdf (76KB)

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

Sam Rodriguez



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He is graduate of the University of Texas at Dallas with a B.A. in Government and Politics.

SAN RAFAEL CHARTER

ARTICLE VIII Executive and Administrative Departments, Section 10. FIRE COMMISSION.

There shall be a board of fire commissioners 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 chief of the fire department shall be an ex officio member of the commission but shall not be entitled to vote as a member of the commission. 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 board of fire commissioners 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.)

2.16.010 Board of Fire Commissioners.*

A board of fire commissioners is created. (Ord. 889 § 2, 1967: Ord. 825 § 1, 1965: Ord. 422).

* Fire Commission--See San Rafael Charter, Art. VIII § 10.

2.16.011 Board membership--Compensation.

The board of fire commissioners shall consist of five members appointed by the city council, one of whom may be a councilman. The chief of the fire department shall be an ex officio member of the commission, but shall not be entitled to vote as a member of the commission. All members of the commission shall serve without compensation. (Ord. 889 § 3 (part), 1967).

2.16.012 Board term of office and removal.

The members of the board of fire commissioners 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 § 3 (part), 1967).

2.16.013 Board 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 fire commissioners shall be:

To review and recommend concerning the future needs of the fire department in respect to long-range capital needs, including buildings, training facilities, and water mains and hydrant replacements;

To review the relationship of the fire department with other governmental agencies and private entities concerning topics which the commission feels present a true and pressing need for the city's fire service, i.e., mutual aid and the fire rating system of the Independent Insurance Office;

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

To recommend to the fire chief and the city council action concerning initial adoption and future amendments to the fire prevention code, the building code, and other such ordinances which pertain to the prevention of fires within the community;

To receive monthly 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 city council.

(Ord. 1131 § 1, 1974: Ord. 889 § 3 (part), 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 APPOINTMENTS TO FILL TWO FOUR-YEAR TERMS TO THE END OF APRIL 2025 ON THE BOARD OF LIBRARY TRUSTEES DUE TO THE EXPIRATION OF TERMS OF ROBERT ROSS AND JAIMI CORTES

RECOMMENDATION:
Interview the following applicants and make appointments to fill two four-year terms to the end of April 2025 on the Board of Library Trustees due to the expiration of terms of Robert Ross and Jami Cortes.

Name
Alexander Vahdat
Arlene Sukolsky
Braydan Young
Jaimi Cortes
Reily Urban

BACKGROUND:
The terms of Jaimi Cortes and Robert Ross expired at the end of April 2021. The City Clerk’s office recruited for applications and received five (5) applications by the deadline of July 7, 2021.

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 2nd Tuesday of each month at 6:00 p.m.

ANALYSIS:
The deadline for submitting applications was July 7, 2021 and the City Clerk’s Office

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

received five (5) applications. Staff recommends the City Council interview the five (5) eligible applicants and make appointments to fill the two terms.

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

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 five applicants and make appointments to fill two four-year terms to the end of April 2025 on the Board of Library Trustees.

ATTACHMENT:

1. Five (5) Applications
2. Municipal Code Excerpt

#9

COMPLETE

District 4

Collector: Web Link 1 (Web Link)
Started: Tuesday, June 15, 2021 12:00:44 PM
Last Modified: Tuesday, June 15, 2021 12:07:13 PM
Time Spent: 00:06:28
IP Address: 107.140.70.25

Page 1

Q1

Contact Information

First and Last Name	Alexander Vahdat
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94903
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?

Four years

Q7

Business Information

Company	Keegin Harrison LLP
Address	1000 Fourth Street, Suite 600
City/Town	San Rafael
ZIP/Postal Code	94901

Boards and Commissions Application

Q8

How did you hear about this vacant position?

Other (please specify):

Email

Q9

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

I am a member and former political director of the Marin County Young Democrats. I am also involved in the Marin County Bar Association where I serve on the Programs Committee and Pro Bono Committee. I also commit time to pro bono legal services through Legal Aid of Marin. Through Legal Aid, I have helped indigent tenants during unlawful detainer proceedings as well as provide general advice to indigent clients.

Q10

List any civic organizations of which you are a member:

Marin County Young Democrats
Marin County Bar Association

Q11

Education:

B.A. - UC Davis
J.D. - UC Davis School of Law

Q12

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

The library provides such an integral service for community members of all ages. Coming out of the pandemic, I would love to help link the community with the library more to help our residents and ensure San Rafael knows of this great resource available to them.

Q13

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

N/A

Q14

Upload your resume.

Vahdat resume.pdf (218.1KB)

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

Alexander S. Vahdat

██████████, San Rafael, CA 94903 ▪ ██████████ ▪ Phone: ██████████

Experience

Keegin Harrison LLP

San Rafael, CA

Associate

March 2019—Present

- Conducted bench trial, drafted and argued motion for summary judgment, and prepared other pre-trial motions in multifaceted shareholder dispute concerning \$80 million company.
- Negotiated settlement on behalf of tax consulting firm with large national bank including analysis of client's work recovering California sales and use tax credits for bad debts.
- Lead attorney defending employment action brought by company's former sales director involving allegations of unpaid commissions and breach of contract regarding equity stake in company.
- Resolved commercial litigation concerning complex marketing and design agreement.

Keller Grover LLP

San Francisco, CA

Associate

November 2015—February 2019

- Successfully settled class action lawsuit against major technology company regarding product malfunction; legal and factual analysis directly led to adding nearly 100,000 members to class.
- Primary responsibility for discovery to and from search engine company in California JCCP privacy class action that eventually merged into federal MDL action.
- Initiated *qui tam* action against major Northern California medical provider, factual and legal analysis of which led directly to intervention by United States Department of Justice.
- Developed and drafted policy and legal arguments for amicus curiae brief on behalf of United States Senator in appellate case regarding *qui tam* litigation.

Carlson Calladine & Peterson LLP

San Francisco, CA

Associate

April 2013—March 2015

- Successfully argued demurrer in Superior Court resulting in dismissal with prejudice of causes of action against client.
- Primary drafting responsibility for numerous substantive motions such as summary judgment motions, demurrers and anti-SLAPP motions in state and federal courts.
- Deposed person most knowledgeable of company operations which facilitated favorable settlement for client.

Professional Affiliations

- State Bar of California, Member, Admitted December 2012.
- Bar Association of San Francisco; Marin County Bar Association

Publications

- Strategy Note regarding Strategic Considerations Cost of Proof Sanctions with Requests for Admission to be published in two CEB guides.

Education

University of California, Davis School of Law

Juris Doctor, May 2012

- *UC Davis Business Law Journal*, Articles Selection Editor; 2011 University of Buffalo Criminal Procedure Moot Court Competition; 2012 Fordham University Securities Moot Court Competition
- Clerking Experience:
 - UC Davis Civil Rights Clinic (January—June 2012); York Law Corporation (May—August 2011); San Francisco District Attorney (June—August 2010)

University of California, Davis

Bachelor of Arts, Political Science, June 2007

#10

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, June 15, 2021 1:46:33 PM
Last Modified: Tuesday, June 15, 2021 1:50:44 PM
Time Spent: 00:04:11
IP Address: 24.5.26.134

Page 1

Q1

Contact Information

First and Last Name	arlene sukolsky
Address	[REDACTED]
Address 2	[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?

17 years (in 2 stages)

Q7

Business Information

Company	retired
---------	---------

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?

Volunteer at San Rafael Library Book store. See resume for more detailed information

Q10

List any civic organizations of which you are a member:

See Resume

Q11

Education:

BA Liberal Arts

Q12

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

My entire life has been devoted to books and libraries as well as other civic pursuits

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]

BRIEF BIOGRAPHICAL STATEMENT

ARLENE SUKOLSKY

Introduction: My entire professional career has been in the nonprofit world, specializing in health care administration. I have been fortunate to have worked in a wide variety of settings both geographic and administrative. What follows is a brief synopsis and highlights.

Kaiser Foundation Health Plan/Permanente Medical Group: I was invited to come to work in San Francisco based on my first foray into health care for the United Mine Workers Health and Retirement Fund in Pittsburgh Pa. I was part of a what was then called a revolution in prepaid health plan for coal miners who were dying in large numbers from untreated silicosis. A group of dedicated physicians from the Univ. of Pittsburgh developed a small clinic in a coal mining town nearby. It was my skill as a procedure specialist that brought me to California and a new life.

While working at Kaiser, I was again recruited-this time by a "think tank" in Washington, DC, the Social Development Corporation. They had major grants/contracts from the Department of Labor to encourage and pay hospitals to educate/train low level workers into higher level positions. I was the Project Officer for the west coast and Hawaii and remained as such until changing administrations resulted in the loss of future contracts and the demise of SDC.

Subsequently, I was recruited by a variety of other federal organizations as a project officer for the National Institute of Health, National Institute of Mental Health, National Institute of Alcohol and Alcohol Abuse. Then I became more California based when I joined the California office of the Regional Medical Program, (RMP) a federal program concentrating on diabetes, heart disease and stroke.

One of my assignments was to work within the field of kidney dialysis and transplantation. At that time, federal legislation was passed that allowed patients who suffered from irreversible kidney disease to enroll into the Medicare program. I was charged with implementing the new regulations into the northern California and forming a Network of dialysis and transplant medical facilities.

When the RMPS were defunded, I was hired as the first Executive Director of the new Network, with responsibility for northern California and northern Nevada. I spent 27 years in this position and over time, Hawaii, American Samoa, Guam and Saipan were added to my territory. As were other responsibilities I never dreamed would come on my watch. I retired from that position in 2005 and then turned my attention to community nonprofit work.

My volunteer activities included:

Chairperson of the Pickleweed Community Center citizens committee, San Rafael

Library Commissioner, City of San Rafael

Chair of the community Citizens group, Save the San Rafael Canal

Friends of the Library, Novato

Friends of the Library, Petaluma

Honors:

City Council of San Rafael for work at Pickleweed Center

Dept of Health and Human Services Administrators Award for Manual for Dialysis Facilities to

Operate during the anticipated negative effects of Y2K

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, July 06, 2021 10:27:55 PM
Last Modified: Tuesday, July 06, 2021 10:30:06 PM
Time Spent: 00:02:10
IP Address: 73.92.87.62

Page 1

Q1

Contact Information

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

Q2

What Board would you like to apply to?

Board of Library Trustees,
Design Review Board,
Fire Commission,
Pickleweed Advisory Committee,
Planning Commission,
Special Library Parcel Tax Oversight Committee

Page 3

Q6

How long have you lived in San Rafael?

4 years

Q7

Business Information

Company	Sendoso
Address	114 Bayo Vista Way
City/Town	San Rafael
ZIP/Postal Code	94901

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?

I am on the financial oversized committee.

Q10

List any civic organizations of which you are a member:

Sfmoma
oversite finance committee

Q11

Education:

College for business

Q12

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

Would love to give back

Q13

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

Na


Q14

Respondent skipped this question

Upload your resume.

Page 4: Demographics

Q15 
Ethnicity 

Q16 
To which gender do you most identify?

Q17 
How old are you?

#1

District 4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, June 28, 2021 12:33:27 PM
Last Modified: Monday, June 28, 2021 12:57:38 PM
Time Spent: 00:24:10
IP Address: 76.126.110.153

Page 1

Q1

Contact Information

First and Last Name	Jaimi Cortes
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94903
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?

9 years

Q7

Business Information

Company	Marin Community Foundation
Address	5 Hamilton Landing
City/Town	Novato
ZIP/Postal Code	94949

Boards and Commissions Application

Q8

How did you hear about this vacant position?

Other (please specify):

I am current board chair and term ended; heard from City Clerk

Q9

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

Yes, I have been a member of the Library Board of Trustees for the past 4 years. I am the co-lead of the DEI committee for Vallecito Elementary school (and have been an active school volunteer in pre-pandemic). I am a certified Red Cross volunteer supporting residential disasters.

Q10

List any civic organizations of which you are a member:

American Red Cross
San Rafael Public Library
Vallecito Elementary

Q11

Education:

BA in Political Science and Women's Studies, UCLA
Masters in Business, Pepperdine University

Q12

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

I have enjoyed supporting the library, its wonderful staff and much-needed services for the past 4 years. I would look forward to seeing where the next 4 years leads as we focus on continuing diversity and equity practices, build more inclusive spaces and engage our community. I will also continue to be a champion for the new library (I have also been on the subcommittee for the work).

Q13

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

Not applicable

Q14

Upload your resume.

JCortes Resume 062821.pdf (149.4KB)

Boards and Commissions Application

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

JAIMI N. CORTES, MBA

◆ San Rafael, CA ◆ 94903 ◆

PROFESSIONAL EXPERIENCE

MARIN COMMUNITY FOUNDATION

Senior Philanthropic Advisor

2/19-Present

- Work closely with over 60 individuals to help them achieve impactful giving through customized research, strategy development, and educational opportunities.
- Lead in creating new business offerings including a gender and race equity framework, and integrated services model to BIPOC philanthropists.

INDEPENDENT CONTRACTOR

Philanthropy Consultant

5/18-2/19

- Developed and refined new grantmaking systems, workflows, processes and policies for a \$130 million startup national foundation.
- Project management support for the \$29 million investment portfolio of over 80 projects including program evaluation, outcome measurement, budget review and data analysis.

THE WOMEN'S FOUNDATION OF CALIFORNIA

Senior Program Manager, Oakland, CA

10/14-12/17

- Collaborative strategist fulfilling dual role of Program Officer and Grants Administrator engaging hundreds of nonprofits, over 10 donor advised funds and funder collaboratives, and Board members to award more than \$6 million for grants focused on equal rights, policy advocacy, education and community development.
- Oversaw entire grantmaking process from proposal development, due diligence, approval and award disbursement, monitoring, and financial requirements to ensure alignment with the Foundation's mission.
- Overhauled and significantly improved grant and program operations including the selection, evaluation, training, migration and initiation of a new grantmaking software system and workflow processes.
- Led the Foundation's largest grantmaking workforce initiative of \$1.4 million including program design, budgeting, research and analysis, evaluation and measurement, and technical assistance. Engaged and facilitated a 20-person peer network of nonprofits, funders, policy-makers and private sector partners that came together biannually to focus on capacity building, program delivery improvements and professional development trainings.

TAPROOT FOUNDATION

Pro Bono Consultant, San Francisco, CA

4/14-11/14

- Project manager and strategic advisor for the United Way of the Bay Area client to identify and strengthen values-based best practices building a robust pathway to employment for low-income and disconnected youth.
- Conducted field research and data analysis, interviewed over 20 local businesses and Fortune 500 corporations across multiple industries, and surveyed employers to directly connect the client to new sponsors and partnerships impacting 7,000 youth who were placed in jobs or internships.
- Created key messages and positioning platforms for implementation into business development strategies with findings and recommendations presented to executive team and board.

FIRST 5 LA

Program Officer, Los Angeles, CA

7/08-4/12

- Designed and implemented a community investment initiative that maintained a monthly formal partnership of 200 local leaders, businesses, public officials and nonprofit partners to advance systems and policy change.
- Co-writer and interdepartmental liaison on \$600 million strategic plan which included best practices, national research, outreach and regional administration to support effective processes and organizational learning.

- Created an integrated marketing communications strategy to educate the public about First 5 LA's efforts which included collateral such as brochures, flyers, formal and informal presentations, and email campaigns.
- Managed \$8 million evidence-based grantmaking portfolio of school districts and nonprofits which included monitoring grant objectives and fiscal compliance to support early childhood education.
- Led a \$56 million, 42-project initiative to provide capacity building, technical assistance, sustainability planning, professional development trainings, and comprehensive service integration.

PANCREATIC CANCER ACTION NETWORK

Community Outreach Manager, El Segundo, CA

3/07-7/08

- Led outreach and support to Southeastern United States region which resulted in 12 new affiliates and a 70% increase in volunteers which grew a pipeline into designated markets.
- Primary relationships manager for over 200+ national volunteers providing partnership development, public relations, and advocacy support.
- Increased the regional annual revenue goal by 28% through targeted development and leveraging strategies.

PHFE MANAGEMENT SOLUTIONS

Director of Operations (Aztecs Rising program), Los Angeles, CA

12/05-2/07

- Directed daily administrative, programmatic and financial operations including supervision of 22 staff and 6 office sites for one of the organization's largest clients.
- Led the strategic planning process with key stakeholders to produce a three-year final plan to create an effective infrastructure and guide the organization's growth.

EDUCATION

Pepperdine University

- Master of Business Administration, Leadership Concentration
- Global Business Intensive (Shanghai, China)

University of California, Los Angeles

- Bachelor of Arts in Political Science and Women's Studies

CURRENT LEADERSHIP AND COMMUNITY INVOLVEMENT

American Red Cross, Certified On-Call Disaster Volunteer

Vallecito Elementary School, DEI Committee Co-Lead

San Rafael Public Library, Board of Trustees

UCLA Alumni Association, Freshman Scholarship Committee

National Society of Hispanic MBAs, Member

#1

COMPLETE

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Started: Thursday, July 01, 2021 12:32:44 PM
Last Modified: Thursday, July 01, 2021 1:09:51 PM
Time Spent: 00:37:07
IP Address: 71.198.122.197

Page 1

Q1

Contact Information

First and Last Name	Reily H. Urban
Address	[REDACTED]
City/Town	SAN RAFAEL
State/Province	California
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?

Over 17 years, first in Sun Valley and now in Glenwood.

Q7

Business Information

Company	Ross Valley School District
Address	110 Shaw Drive
City/Town	San Anselmo
ZIP/Postal Code	94960

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 an active member of the Madison, NJ Chamber of Commerce (www.madisonnjchamber.org), a co-president of the Marin Parents of Multiples (www.mpomc.org), and a long time event volunteer and producer for public radio in So Cal (www.kcrw.org). I would VERY much like to be active on the board of trustees for the SR Library, and am considering applying to the San Rafael Leadership Institute (through the SR Chamber of Commerce) if I am not selected for the library board.

Q10

List any civic organizations of which you are a member:

I am an active member of the parent-led, nonprofit fundraising organization, WeAreSR!, for the San Rafael High School; I solely manage the new stadium's commemorative brick program (www.bulldogbricks.org) for them. In other words, "I'm the Brick Lady!"

Q11

Education:

I hold a BFA in interior design, was an honors graduate, and received a full Cal Grant A, academic scholarship. I am currently applying to graduate programs to seek my master's degree in Library and Information Sciences (MLIS).

Q12

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

I love San Rafael, and I love knowing about and effecting positive change in ALL the communities I have lived in as an adult. And now that my 16 year old twins are more independent as teens, I have more time with which to give back to San Rafael. Also, my long term goal is to be hired as a Children's Librarian at the San Rafael Public Library - I thought this volunteer board would allow me to guide this vital civic place of learning NOW instead of later, after I finish graduate school.

Q13

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

None that I Know of, although my husband's business (in which he is a partner), is located in the Canal District on Lisbon (Urban Painting, Inc.).

Q14

Upload your resume.

REILY_URBAN_RESUME.pdf (103.9KB)

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

REILY H. URBAN

a: [REDACTED] San Rafael CA 94901

p: [REDACTED] [REDACTED]

Library Specialist

BROOKSIDE ELEMENTARY SCHOOL | San Anselmo, CA
www.rossvalleyschools.org/brookside

Re-vamped the entire nonfiction collection and beginning reader fiction titles in just over two years. Created an engaging, weekly library-class time experience for all grades that aligned with Reader's Workshop curriculum, and with an emphasis on biographies and geography. Invited by the Dean of Students to participate in the district equity training program over the course of 18 months.

To date, have added over 2,500 titles to the Brookside Library utilizing a combined state and county, Yes! Foundation, and Brookside Parent Club budgets for Brookside. Re-invigorated teaching student library researching skills with a special emphasis on the Dewey Decimal instruction, and to improve student confidence visiting any library they walk in to. *January 2017 to present*

Children's Book Fair Program Assistant

BOOK PASSAGE BOOK STORE | Corte Madera, CA
www.bookpassage.com

Primary liaison with schools in San Francisco and Marin County hosting book fairs with Book Passage. Prepped, staged, and set up book fairs on-site at school campuses. Trained volunteers to run registers and place re-orders, and often stayed upon the fair's opening to suggest titles to parents and young readers. *August 2016 to December 2016*

Book Fair Chair

GLENWOOD ELEMENTARY SCHOOL | San Rafael, CA
glenwood.schoolloop.org

Produced four annual book fair events for the Glenwood School Foundation in partnership with Book Passage. Created annual themes (i.e. "Splash into Summer, Dive into Books!"), and wrote marketing copy for posters, flyers, email promos, and morning announcements. Supervised 20+ volunteers throughout set-up, training, sales, and breakdown.

Coordinated with authors and speakers to attend special Book Fair evening events and school-wide assemblies. Glenwood Book Fairs continually surprised Book Passage by generating the highest per capita sales for their book fairs in Marin County. *March 2013 to May 2016*

Partner

SAN FRANCISCO MERCANTILE | Madison, NJ
www.facebook.com/San-Francisco-Mercantile

Engineered the complete re-launch of our family's decades-old business – a boutique for women founded in 1979. We took the store bay down to the studs and transformed the space into an upscale,

light-filled gathering spot. Completed the renovation (including demolition and permitting), in just six weeks, and brought this very complicated project to completion without going over budget. Annual sales increased nearly 20% after our grand reopening, and held at this new level for two straight years.

As a very active member of the Madison Chamber of Commerce, we successfully parlayed their sponsored events into direct sales for our store, and expanded our customer base for our select mailing list. Produced two annual West Coast holiday trunk shows at private Marin residences. *June 2011 to December 2015*

Co-President & Event Producer

MARIN PARENTS OF MULTIPLES | Marin County, CA
www.mpomc.org

Co-directed a 501(c)3 nonprofit volunteer-run parents' support group, focused solely on families with twins and higher order multiples. Our long-running nonprofit served (and continues to serve) over 300 members each year by offering parenting classes, group playdates, holiday parties, a monthly newsletter, and a vital, private email group chat that provides much-needed advice to club "rookies." Re-wrote the MPOMC website and created a brochure to place in pediatric offices. Co-produced two of the famed MPOMC annual Consignment Sale that filled the Marin Catholic gymnasium top to bottom! *March 2005 to December 2010*

Sales Associate & Marketing Manager

O OLIVE OIL | Petaluma, CA
www.ooliveoil.com

Managed O's independent retailer accounts in the US and Canada. Hired and trained O food demonstrators we placed in regional gourmet food stores. Responsible for producing two national tradeshow each year. Spearheaded several media outreach programs to test kitchens, food editors, and bloggers. Focused on placing O's gift line in regional winery gift shops. *Full and part time from 2003 to 2013*

Director of Communications

ACTION ENGINE CORP. | Seattle, WA
(Acquired by Mobui)

Helped launch a wireless platform company with three executive founders. In just two years, we recruited a former Microsoft engineer as CEO, raised \$14 million in venture capital funding, and grew our start-up to 48 employees, with offices in both Seattle and London. My over-arching responsibility was to create a unique corporate identity and culture, and develop key messaging for a trend-setting, early-adopter demographic. *2000 to 2002*

Senior Account Executive

TICKETS.COM, INC. | Marina Del Rey, CA
www.tickets.com

Recruited specifically by the CEO during the dot com boom (based on my long-running work with a renowned and eccentric public radio station), to head up performing arts and family venue clients for Tickets.com. *1998 to 2000*

Development Associate & Special Events Coordinator

KCRW 89.9FM | Santa Monica, CA
www.kcrw.org

After six years of volunteering for special events, was officially hired by KCRW's development department. Our team's sole job was to secure funding for this trend-setting and nationally recognized public radio station via corporate sponsorship and underwriting. *1991 to 1998*

National Account Manager

BERMAN ROSETTI FURNITURE | Los Angeles, CA
www.bermanrosetti.com

Hired to be the first ambassador of an architect's burgeoning line of modern, table-crafted furniture. Directly handled outside sales in the greater Los Angeles area, and also responsible for visiting and training showroom staff in major design centers around the country, including Chicago, Houston, Dallas, and Denver. Began a publicity campaign, directly corresponding with décor magazines, and received editorial coverage in such noteworthy publications as *House Beautiful*, *Home & Garden*, and *INTERIOR DESIGN*. *1993 to 1994*

Account Representative

HINSON & CO. | Los Angeles, CA
(Acquired by Donghia)

Showcased a range of specialty goods from a high-end fabric company by traveling to meet with Southern California's premier interior designers and architects in their studios. Covered greater Los Angeles, Palm Springs, and Santa Barbara, and visited both commercial design and residential design accounts. *1991 to 1993*

Awards

- **Best Re-Launch** – awarded unanimously to our family's boutique, San Francisco Mercantile, by the Madison Chamber of Commerce in 2012.
- **Computerworld Smithsonian Award** – wrote the white paper that garnered our start-up, Action Engine, one of only five national finalist spots (out of 122 companies) for the Business & Related Services category in 2000.
- **Cal Grant A** – awarded a full academic scholarship for college tuition fees.

Education

Bachelor of Fine Arts

DESIGN INSTITUTE OF SAN DIEGO | La Jolla, CA
www.disd.edu

Top honors graduate with an emphasis in the history of architecture and decor. Worked within the design industry part time and full time throughout my entire college career. *1989 to 1995*

From: Reily Urban [REDACTED]
Date: June 16, 2020 at 6:08:29 AM PDT
To: RVSD Public Comments <comment@rossvalleyschools.org>
Subject: A STORY ABOUT A LIBRARY

To the RVSD Board, Dr. R. Bagley, and Ms. M. Trahan -

I am aware that many colleagues, parents, and other community members are writing to you on behalf of us - the RVSD Library Specialists - to persuade you to keep our school libraries open for the 2020-21 school year. I have also heard (correctly or incorrectly) that this resolution to eliminate many classified positions (including ours), is already decided, and that the upcoming board meeting discussing this resolution is more of a formality, versus a true vote to decide whether or not to eliminate certain classified positions.

I was therefore torn about writing my own letter.

On one hand, I am an energetic, passionate, involved citizen, so of course I would stand up for what I believe to be a short-sighted decision on behalf of our students' education and well being! And on the other hand, I felt decidedly like Eeyore: deflated and gloomy, muttering, "Why bother?" What good could yet another letter possibly do? Everyone else already seemed to be writing and listing all the reasons I had had in my draft letter about WHY our libraries should be kept open. What more could I add?

"Nothing," I kept telling myself.

And then I realized that while I couldn't add another reason why our libraries should remain open, I could certainly share a story about my library with you - a story about a quiet, powerful, magical moment when my job transcended daily work, and transformed into something truly special.

This exchange happened about two years ago, during a first grade afternoon class (when everyone feels a bit tired and acts a bit grumpy like Eeyore). I was following around a trio of bored, whip-smart kiddos, hoping to navigate them back to the early reader fiction section, when the ring-leader turned to me and asked, "Do you have any books about tornadoes?"

Caught off guard, for a split second I stood mouth agape, and then (thankfully) snapped back into reality and replied, "Why, yes I do! Follow me!"

The Musketeers (as I fondly called them thereafter) proceeded to check out our entire collection of savage weather books over the next few weeks, and then quickly moved on to another (but related) Dewey range covering natural disasters like earthquakes and tsunamis. And when they finished with those books - and were sorely disappointed that there were no more (alas!) - I leaned over with a twinkle in my eye and whispered, "What do you know about mummies?"

And this, Dear Reader, is how I came to expand (1) our initially slim weather section to include blizzards, (2) our dated natural disaster collection to include books of ALL levels about volcanos, and (3) the predictable Egyptian mummy books to include mummy traditions from cultures around the world (who knew?) - because of three seven-year old boys.

I am not exaggerating when I say that that moment with the Musketeers altered my vision for the library. I decided to create a weird and wonderful book collection to entice and surprise our young readers, especially those reluctant young readers! Fascinating books about the history of trash, about dogs who help scientists count hard-to-find endangered species (aptly called "poop detectives"), about jazz musicians and hijabs. These are just a few examples of the diverse titles discovered and purchased these last few years, and it has been pure joy.

It has also been a LOT of work to clean out and turn around the Brookside library. But I'm not done, and I don't intend to abandon an unfinished community treasure to which I've been given stewardship. I won't.

I urge you all to PLEASE consider the many cost-saving OPTIONS you have before you that might allow the Ross Valley School District libraries to remain open - full time or part time - just OPEN. Our students need this invaluable resource; it is an archive of our times.

Sincerely,

Ms. Reily Urban
Brookside Library Specialist

*"Books are a uniquely portable magic."
~ Stephen King*

ALLISON C. SCHUTTE
PARTNER
DIRECT DIAL (415) 995-5823
DIRECT FAX (415) 995-3490
E-MAIL aschutte@hansonbridgett.com



July 6, 2021

VIA E-MAIL AND U.S. MAIL (city.clerk@cityofsanrafael.org)

City Council, City of San Rafael
C/O Lindsay Lara, City Clerk
1400 Fifth Ave., Rm. 209
San Rafael, CA 94901

Re: Recommendation for Reily H. Urban to the San Rafael Board of Library Trustees

Dear Council Members:

I write to you with an enthusiastic recommendation for Reily Urban to the Board of Trustees.

I first encountered Reily's leadership skills and love of reading during her role producing four book fairs at Glenwood School in partnership with Book Passage. In addition to running the events, Reily also wrote marketing copy for all collateral materials, including flyers, posters, emails and supervised more than 20 volunteers for a week-long program, including set-up, decoration, sales and breakdown. The four-day fair resulted in more than \$10,000 in revenue each year, with only 450 students in the school.

The success from these individual school book fairs led to Reily's employment with Book Passage to implement book fairs and culminated in Reily's current position as Library Specialist at the Brookside School in San Anselmo.

To say that Reily loves books and is committed to the mission of the Library is an understatement. She has founded book clubs, regularly posts on social media with reviews and recommendations for youth and adult books, and has a long history of community engagement and leadership in San Rafael. She was an active member, consignment sale leader and ultimately President of the very active Marin Parents of Multiples Club; is active in her East San Rafael neighborhood; and, is active with the San Rafael High School PTO as leader of the Bulldog Brick fundraising program. Prior to moving to San Rafael, she was a seven-year volunteer at LA's premier public radio station, KCRW. She began answering phones during the pledge drive, and worked her way up to training hundreds of other volunteers, managing the phone room during pledge drives and ultimately being hired by the Development Department.

Once engaged, Reily regularly increases her commitment to community organizations to achieve fantastic results.

I strongly recommend Reily for the open Trustee position.

Regards,


Allison C. Schutte
Partner

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).