



AGENDA

SAN RAFAEL CITY COUNCIL SPECIAL MEETING MONDAY, MARCH 14, 2022 AT 6:00 P.M.

Watch Webinar: <https://tinyurl.com/sm-2022-03-14pc>

Listen by phone: (669) 900-9128,

ID: 879-5477-9178#

One Tap Mobile: US: +16699009128,,87954779178#

Members of the public may speak on Agenda Items.

1. **Planning Commission Interviews**

Interview Applicants and Make an Appointment to Fill One Unexpired Four-Year Term to the End of June 2023 on the Planning Commission Due to the Resignation of Mark Lubamersky (CC)

Recommended Action - Make Appointment

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.



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 UNEXPIRED FOUR-YEAR TERM TO THE END OF JUNE 2023 ON THE PLANNING COMMISSION DUE TO THE RESIGNATION OF MARK LUBAMERSKY

RECOMMENDATION:

Interview the following applicants and make an appointment to fill one unexpired four-year term to the end of June 2023 on the Planning Commission due to the resignation of Mark Lubamersky.

Name
Dale Newhouse
Garrett Toy
Kelly Shalk
Mindy Anderson
Pamela Reaves
Paul Nave
Sunny Lee
Supriya Menon

BACKGROUND:

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.

Mark Lubamersky submitted his resignation and the City Clerk’s office recruited for applications on December 9, 2021 and subsequently extended the application period to

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

'open until filled'. The City Clerk's office received a total of eight applications for the single vacancy and verified each applicant resides in City limits.

ANALYSIS:

The deadline for submitting applications was left open until filled and the City Clerk's Office received eight (8) applications. Staff recommends the City Council interview the eight (8) eligible applicants and make an appointment to fill the one unexpired term.

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, the City website, Nextdoor and Facebook social media platforms.

RECOMMENDED ACTION:

Interview the eight applicants and make an appointment to fill one unexpired four-year term to the end of June 2023 on the Planning Commission.

ATTACHMENT:

1. Eight (8) Applications
2. Municipal Code Excerpt

#6

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Monday, February 07, 2022 10:57:41 AM
Time Spent: 00:05:27
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Page 1

Q1

Contact Information

First and Last Name	Dale Newhouse
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
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?

28 years

Q7

Business Information

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

Q8

How did you hear about this vacant position?

Other (please specify):
Neighborhood association

Q9

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

Southern Heights neighborhood association

Q10

List any civic organizations of which you are a member:

Southern Heights neighborhood association

Q11

Education:

BA-business

MBA- Small business concentration

Q12

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

I love San Rafael, expect to be here the rest of my life, I'm a real estate broker and interested in our quality of life!

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]

#8

COMPLETE

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Last Modified: Tuesday, February 22, 2022 10:55:49 AM
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Page 1

Q1

Contact Information

First and Last Name	Garrett Toy
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?

10 years

Q7

Business Information

Company	n/a
---------	-----

Q8

Friend

How did you hear about this vacant position?

Q9

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

Only general city events such as farmers' market

Q10

List any civic organizations of which you are a member:

When I was the Fairfax Town Manager, I was a member of various Marin JPA's.

Q11

Education:

Masters of Public Policy, UC Berkeley Goldman School of Public Policy
BA Legal Studies, UC Berkeley

Q12

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

As a former Town/City Manager and, having worked in local government for over 30 years, I can bring a wealth of experience and understanding to the Plann ng Commission. I'm in a transitional period of my career and believe it is time for me to contribute more to the community I live in.

Q13

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

Just my residence in relation to projects

Q14

Upload your resume.

Garrett Toy Resume.pdf (167.2KB)

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16



To which gender do you most identify?

Q17



How old are you?

GARRETT TOY

San Rafael, CA 94903

Phone:

Email:

PROFESSIONAL EXPERIENCE

TOWN MANAGER

Town of Fairfax, CA (February 2013-June 2021)

- Serve as the Town's Public Works Director, Human Resources Manager, IT Manager, and Risk Manager.
- Serve as the Executive Officer of the Ross Valley Fire Department (four member JPA).
- Develop "Green" ordinances such as mandatory commercial recycling, ban on single use plastic food ware, and mandatory residential source separation.
- Negotiate MOUs with Fairfax Police Officer's Association, Ross Valley Fire Department, & SEIU.
- Manage \$14M operating and capital budget with 33 FTE staff.
- Establish sound financial and budget management practices including the creation of the 5 Year General Fund forecast, 5-Year Capital Improvement Program, established a Section 115 Trust, refinanced the Town's UAL and GO Bonds, and negotiated the elimination of retiree benefits for employees.
- Develop and implement community disaster preparedness programs.
- Negotiate contract renewal and annual rate with Marin Sanitary Services.
- Manage grants and oversee capital projects such as bridge replacement and improvements, pedestrian trail improvements, facility renovations, and bicycle and pedestrian safety improvements such a Class I bike lane, Bike Spine Route to Schools, and flashing beacon systems.
- Establish a collaborative and team-oriented environment for Fairfax town staff.
- Guide the Town Council through complex policy discussions on such issues as commercial cannabis, 5-G networks, downtown, and a 100% affordable 54-unit senior housing project.
- Reorganize recreation and community services activities into new department to enhance services.
- Enhance community participation through the use of Nextdoor, on-line surveys, electronic Town newsletters, numerous Town forums/study sessions on specific issues/projects.
- Executive committee member of Bay Cities Insurance JPA, President of Local Agency Workers' Compensation Excess JPA, Chair of the Marin Hazardous & Solid Waste JPA.

ADMINISTRATIVE SERVICES MANAGER

Community Development Agency, County of Marin, CA (May 2012- Jan. 2013)

Managed the administrative division which includes supervision of support staff, oversight of human resource functions, finance/accounting, and budget activities for the Agency.

CONTRACTUAL PROJECT MANAGER

Community Development Agency, County of Alameda, CA (Dec. 2011- Mar. 2012)

Assisted Redevelopment Agency with projects/programs as assigned. (Note: position was eliminated with the dissolution of redevelopment agencies by the state).

DIRECTOR

DEPARTMENT OF BUSINESS ASSISTANCE & HOUSING SERVICES, CITY OF MORGAN HILL, CA (Mar. 1998 – Nov. 2011)

REDEVELOPMENT

- Oversaw annual budgets ranging from \$30M -\$70M including capital projects.
- Managed two Redevelopment Plan Amendments: 1999- increased fiscal cap by \$147,000,000 and 2006- increased fiscal cap by \$333,000,000.
- Facilitated the development, design, and construction of community facilities in Morgan Hill such as the Community and Cultural, Community Indoor Recreation Center, Library, Aquatics Center, Sports Complex, and Development Services Center.
- Assisted with \$110M redevelopment tax increment bond financing.
- Negotiated and implemented agreements for downtown projects such as the award-winning LEED Gold Certified Granary renovation project and conversion of the Police Station into a brew pub.

ECONOMIC DEVELOPMENT/DOWNTOWN

- Spearheaded the formation of the Morgan Hill Downtown Association and Morgan Hill Downtown Property Based Improvement District and served as the City liaison to both organizations.
- Prepared and implemented policies & strategies such as the City's Economic Development, Business Assistance Guidelines, Shopping Center, and Auto Dealer strategies.
- Assisted with policy and plan development such as the General Plan, Housing Element, Downtown Plan, Downtown Specific Plan, Parking Plan, and Residential Development Control System.
- Negotiated development agreements for 650,000 sq. ft. retail center, 100-acre Madrone Business Park & 300-acre Morgan Hill Ranch Business Park.
- Negotiated economic incentive packages to retain or encourage companies to expand or locate in town such as Specialized Bicycles, The Ford Store, Johnson Lumber/Ace Hardware, and Alpine RV.
- Managed Monterey Road Streetscape Plan and Third St. Promenade projects in downtown.
- Established ombudsman program to assist businesses with the entitlement process.
- Served as the City's interim Budget Manager.

HOUSING

- Developed and implemented affordable housing strategy and programs such as a citywide down payment assistance program and below market rate ownership and rental housing programs (BMR).
- Rehabilitated, produced, preserved affordable rental and ownership homes such as:
 - Horizons- 50 affordable senior apartments
 - Jasmine Square- 72-unit mixed-use, affordable rental apartment project
 - Village Avante- Preservation/rehab of 112-unit HUD "at risk" rental project
 - Royal Court- 55 new affordable rental units and 9 new for-sale affordable sale homes
 - Hacienda Park- Assisted a non-profit with purchase of 160-unit senior mobile home park
 - Crossings and Crest Ave- Acquisition/rehab of 76 affordable family apartments

DEPUTY DIRECTOR

DEPARTMENT OF HOUSING AND REDEVELOPMENT, CITY OF STOCKTON, CA (1994 – 1998)

- Managed the Redevelopment and Real Property divisions, which was responsible for acquiring street right of way and property for city and redevelopment projects including the relocation of hundreds of residents (e.g., SRO hotels) and dozens of businesses.
- Negotiated and implemented agreements for the revitalization of the downtown and waterfront area.
- Worked with neighborhood groups to create strategies/plans to address concerns and revitalize their neighborhoods.

SR ECONOMIC DEVELOPMENT SPECIALIST/MANAGEMENT ANALYST

DEPT. OF PLANNING & DEVELOPMENT, CITY OF FAIRFIELD, CA (1990-1994)

- Projects included: Facilitated resident purchase of Country Club and Dover mobile home parks, established Solano Affordable Housing Foundation, created Mortgage Credit Certificate program, negotiated RDA financing for Sunset Creek Apartments, developed/implemented acquisition/rehab strategy for Union Square apartments.
- Served as liaison to downtown association and worked on various RDA projects/programs.

DEPT. OF COMMUNITY SERVICES, CITY OF FAIRFIELD (1988 – 1990)

- Managed CDBG program, prepared Community Services budget, staffed the Mobile Home Rent Control Commission, served as Housing Authority hearing officer, and assisted with capital project.

STAFF ANALYST/INTERN, OFFICE OF POLICY ANALYST, CITY OF SAN JOSE, CA (1987 – 1988)

EDUCATION & TRAINING

UNIVERSITY OF CALIFORNIA, BERKELEY: Master of Public Policy, B.A. Legal Studies

Certified as an Economic Development Finance Professional by the National Development Council

#7

COMPLETE

Collector: Web Link 1 (Web Link)
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IP Address: 98.45.128.135

Page 1

Q1

Contact Information

First and Last Name	Kelly Shalk
Address	[REDACTED]
City/Town	San Rafael
State/Province	Ca
ZIP/Postal Code	94901
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?

Almost 3 years

Q7

Business Information

Company	Timescale
Address	335 Madison Ave
City/Town	New York
ZIP/Postal Code	10017

Q8

How did you hear about this vacant position?

Friend,

Other (please specify):

Shingai is a friend. Both our kids attended the JCC together.

Q9

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

Not as much as I would have hoped to. Having 2 babies during the pandemic has made it challenging but I'm now in a better place to get involved. I was involved in Boulder prior to San Rafael and my entire life have been involved in the local and global community. My husband and I have decided to put down roots here in San Rafael and I care deeply about creating a thriving inclusive and wonderful community.

Q10

List any civic organizations of which you are a member:

Not recently however we are a contributing member to SF Food Bank and the Nines.

Other organizations I've been part of (not local however): Glide, TechWomen, Girls Who Code, Girl Scouts.

Q11

Education:

BA in International Relations and Spanish. Fluent in Spanish.

Q12

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

I care deeply about making San Rafael a great place to live and that we foster an inclusive, diverse, thriving and safe city. I've put roots down here (as has my mom recently), am raising my kids here, and am dedicated and committed to helping my community. I have many years of experience in community development, technology, and marketing that I think would be valuable. I also care deeply about supporting our local businesses and want to see them succeed.

Q13

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

Not sure of any :)

Q14

Upload your resume.

Kelly McMichael - Resume.pdf (91KB)

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

Kelly McMichael

Results-oriented professional with an entrepreneurial spirit who thrives in creating, implementing, and evolving programs and teams. Areas of focus include: Developer Marketing, Community Management, Diversity Outreach, Event Production, Engineering Recruitment. I'm happiest when helping others.

EXPERIENCE

Slack, Remote (2020 - Present)

Head of Developer Marketing

December 2020 - Present

- Build and lead developer marketing strategy and execution for the Slack Platform which enables prospective and existing Slack developers to build powerful apps and workflows in Slack.
- Program, position and grow all dev content, event, and community initiatives and channels.
- Advocate on behalf of developers across Slack to ensure representation in marketing and we remain focused on building authentic and technically credible developer communications.

Microsoft, Remote [2018 - 2020]

Principal PM Lead

June 2018 - Dec 2020

- Led Microsoft's Developer Relations PM team (4 regional managers, 24 program managers distributed across 15 cities globally.) Team was responsible for local developer relations marketing strategy and execution - consisting of content, events, and community engagement.
- Recruited and onboarded most of the team remotely in 1 year. Developed strategy, playbooks, and planning offsites from the ground up in deep partnership with Developer Advocacy.
- Successfully navigated and partnered across Microsoft's global field marketing organization, accounting for cultural differences in how Microsoft's business is run globally, leadership differences across local work cultures; accounting and advocating for vastly different needs and unique qualities of each developer community and sub-community worldwide.
- Was responsible for local online and offline developer relations events - both 3rd party and 1st.

Twitter, San Francisco, CA [2012 - 2018]

Senior Developer Advocacy Marketing Manager

October 2015 – May 2018

- Created & implemented Twitter's first Advocacy Program [Twitter Developer Communities](#) - organized 50+ community-led meetups and recruited 30+ community leaders worldwide.
- Responsible for all aspects of program - from website creation, volunteer selection and training, swag management, budget allotment, social management, content, and growth.
- Built and managed social strategy for developer focused accounts (mainly @TwitterDev.)
- Plan, promote and execute on community centric developer events: 20 Twitter hosted events, 22 3rd party meetups, 58 speaking engagements. Manage community forum, email, 11 newsletters, and social; resulting in a 91% increase in followers, 40% increase of profile visits and a 260% increase of tweet impressions - strongly exceeding internal benchmarks and goals.
- Co-organized Twitter's [#HelloWorld](#): a global campaign. We toured 12 cities in 6 countries over 16 weeks, reaching 5000 developers, and 35+ community events. Implemented a [thoughtful approach](#) to leadgen - ensuring we were targeting diverse attendees and planned Twitter's [first event in Africa](#). #HelloWorld received an 89% overall favorable experience score.

Recruitment Brand & Events Manager

March 2015 - October 2015

- Manage a team of 3 marketers - responsible for content internally and externally facing: management of careers site, Glassdoor, LinkedIn, and Twitter ([@JoinTheFlock](#)).

- Hosted 15 targeted eng events of 200+ in attendance, 22 meetups and sponsored 13 conferences - increasing pipeline of qualified leads by 65% resulting in 1463 active candidates, 405 phone interviews, 132 onsite interviews, and 39 eng hires.

Lead Recruiting Programs Specialist

April 2014 - March 2015

- Promoted to lead specialist and manager. Organized 15 conferences - maximizing on strong partnerships internally with employee resource groups. Increased recruitment pipeline by 61%.
- Founding member of Twitter's Women in Engineering group, [@WomEng](#). Manage social presence in addition to all women in Tech events, including Twitter's presence at [Gracehopper Conference](#). Planned Twitter's Womeng Hackathon for a 2nd year, [#ChimeHack2](#).
- Organized first engineering events in London and Dublin: [#ScalingTwitter](#).

Recruiting Programs Specialist

March 2013 - April 2014

- Created Twitter's recruiting events and marketing function along with benchmarks for success and an event pipeline of 3,400 engineering leads resulting in 26 critical eng hires.
- Organized Twitter's Seattle Open House, Boston Open house, the first Twitter Organized Hackathon @TwitterHQ [#ChimeHack](#), and Twitter's presence at 10 top-tier eng conferences.

Employee Referral Program Specialist & Coordinator

January 2012 - March 2013

- Created and managed Twitter's 1st Employee Referral Program. Responsible for all aspects: response rate, dashboard, process, and creation of an incentive program to scale.

Groupon, Palo Alto, CA

Engineering Sourcer & Recruiting Coordinator

May 2011 - January 2012

- Primary coordinator for CA office through IPO to ensure candidates' needs were met.

Laufer and Associates, Boston, MA

November 2008 – April 2010

Staffing Manager

- 2nd in command to the CEO - Laufer's sole Recruiter.

Girl Scouts of Northern California, Chico, CA

July 2007 - September 2008

Rural Community Specialist

- Implemented the Challenge Yourself, Change the World social entrepreneurship program.

EDUCATION

California State University, Chico

August 2003 - May 2008

Universidad Católica de Granada

May 2005 - June 2006

Bachelor of Arts in Spanish, Bachelor of Arts in International Relations

AWARDS AND COMMUNITY

Mentor and volunteer, TechWomen Program & Girls Who Code

September 2014 - Present

Bilingual, Cross-cultural, Language and Academic Development (BCLAD) Scholarship

August 2003

SKILLS

Fluent in Spanish. Well versed in: Twitter Ads, Slack, Splashtat, Meetup.com, Eventbrite, Jira, Airtable. Exceptional written and verbal communication skills.

#3

COMPLETE

Collector: Web Link 1 (Web Link)
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IP Address: 76.218.219.229

Page 1

Q1

Contact Information

First and Last Name	Mindy Anderson
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
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?

10 months

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?

I am fairly new to San Rafael and Marin County in general. I have only recently started investigating opportunities to participate in.

Q10

List any civic organizations of which you are a member:

None, yet given I have only lived in downtown San Rafael since February 2021.

Q11

Education:

Yes.

Q12

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

I want someone in this position to help residents (new, like me) and senior (long life time residents) better than my experience has been with this office. And what better way to do that than be part of the solution.

Q13

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

I live in a historical significant home. Perhaps that may cause you to think I have some conflict. I am unsure.

Q14

Upload your resume.

Mindy Anderson Resume.pdf (31.6KB)

Page 4: Demographics

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17



How old are you?

Melinda (Mindy) Kaye Anderson

Creative, charismatic, energetic, self-starting marketing professional offering extensive knowledge in: strategic planning, tactical implementation, messaging, product and partnership development and employee management. Most importantly, I am a builder.

EXPERIENCE

@MAKSpeak, 2007 - Present

Consulting focused on startup companies and early technology entrepreneurs looking to build first product naming, messaging, branding, go to market and capital raise (private or venture).

Kontron, Inc., Fremont, CA - Nov 2020 to Present - Americas Marketing

Manage budget of \$1.5M to attack vertical marketing strategies with technology partners focused on the Americas, rebuild core marketing team including inside sales and, uplevel messaging for company and marketing automation.

NextPlane, Inc., Sunnyvale, CA – Oct 2016 to Dec 2018 - CMO

Crafted first message and use case definitions for engagement with venture, institutional and private investors and aligned with targeted industries for go to market and account-based market communication strategies. Established relationships and product service agreements with enterprise partner programs for the market leading federation messaging solution. Created first budget.

BlackRidge Technology, Santa Clara, CA – Jan 2011 to Dec 2014 - VP of Product Mgmt & Marketing

Responsible for managing, developing and executing the marketing and product management strategy while ensuring consistent message and brand. Defined and built marketing, product management, and IT organization and budget from the ground up. Created value propositions, segmentation and funding materials for venture, institutional and private investors. Lead executive on filings for trademark and copyright protections globally.

Virsto Software (acquired by VMware), Sunnyvale, CA – Nov 2009 to Nov 2010

Produced launch of company and first product, along with roadmap, messaging and go-to-market material. Established first customer council and community engagement ecosystem. Cultivated relationships with market, industry and investor analysts. Developed, implemented look and feel of brand (web, documentation, collateral, social media, event and digital initiatives).

Redhat, Inc., Mountain View, CA – Nov 2006 to Dec 2008 - Storage General Manager

Developed cohesive strategy for storage products, emphasizing their unique value propositions and market strengths to enable sales through value-added channels, OEMs and direct sales teams. Targeted new investment opportunities and recognized new market segments for products. Primary resource for all customer-facing storage activities. Built profit/loss model for the business. Turned ISV community into leveraged tool, moving beyond 'certify and list' to become true advocates of the operating platform.

Hewlett-Packard (HP), Palo Alto, CA – Sept 2001 - Nov 2006 - Chief of Staff

Supported the CTO in articulating the division's technology contribution and customer value proposition. Lead day-to-day management of Office of the CTO staff. Refined strategy and creation of technology vision, including case studies, validation metrics, roadmaps and presentations. Collaborated with development organizations on technology evaluation and venture investments for partnering or merger and acquisition activity.

StorageApps, Inc. (acquired by HP), Bridgewater, NJ – Aug 2000 to Sept 2001 Director Product Mgmt

VERITAS Software, Mountain View, CA – May 1997 to Aug 2000 Senior Product Manager

CLAM Associates, Austin, TX and Cambridge, MA – May 1993 to Mar 1997 Senior Project Manager

IBM Corporation, Austin, TX – Jan 1991 to Apr 1993 Software Contracts Administrator

EDUCATION

- Purdue Global University, West Lafayette, IN 2019 Certificate in Baseball
- University of California, Berkeley, CA 1998 Certificate in Marketing, University Extension
- Ferris State University, Big Rapids, MI 1989

#5

COMPLETE

Collector: Web Link 1 (Web Link)
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Page 1

Q1

Contact Information

First and Last Name	Pamela
Address	Reaves
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?

My wife and I have lived in Terra Linda for 24 years.

Q7

Business Information

Company	Retired Psychologist, small business owner
---------	---

Q8

Friend

How did you hear about this vacant position?

Boards and Commissions Application

Q9

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

Yes, over the years here in Marin County and the City of San Rafael, I have volunteered in a variety of ways. Most recently I served on the 2040 General Plan Steering committee, and the San Rafael Climate Action Working Group.

After graduating from the Marin Environmental Form in 2003 three of us formed Safe and Healthy San Rafael to work with the City to create the San Rafael Integrated Pest Management Program Policy. This led me to serve on the Marin County IPM Commission for two terms and participate in updating the County IPM Ordinance.

I have volunteered many hours with the City's effort to keep trash out of the streams, the SF Marin Food Bank, the Farm to Table gleaning nonprofit, One Tam wildlife count, French Broom removal.

I am CERT trained as well as a member of the Marin County Medical Reserve Corp.

Q10

List any civic organizations of which you are a member:

I am a Board of Director of the Marin Conservation League and past chair of the Climate Action Working Group. I have spearheaded the new Marin Green Home Tour virtual tour to take place in October 2022.

I'm a member of Sustainable San Rafael and the Environmental Forum of Marin and an active member of Responsible Growth Marin (RGM).

Q11

Education:

BA from the University of Vermont, 1973

Ph.D. in Clinical Psychology from California School of Professional Psychology 1992

Q12

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

The City has been an amazing place to live, not just for its beauty but because of the possibility of community and civic engagement. We in San Rafael live in a community that partners and collaborates with all stakeholders. The elected officials, City management, and staff have been accessible.

We are living in time of extremes...climate change causing flooding and fires, social and racial inequity, affordable housing shortage, and biodiversity collapse.

I want to serve our community on the Planning Commission to make a difference that helps with the success of the economic vitality of the business community as well as the needs of all of the residents with the guidance of the 2040 General Plan.

Over the years, I have attended scores of Planning Commission meetings and admire the dedication of those that have volunteered their time.

Q13

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

I do not have any conflicts of interest with the City.

Q14

Respondent skipped this question

Upload your resume.

Page 4: Demographics

Q15

[Redacted]

Ethnicity

Q16

[Redacted]

To which gender do you most identify?

Q17

[Redacted]

How old are you?

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Saturday, December 11, 2021 10:17:52 PM
Last Modified: Saturday, December 11, 2021 10:45:29 PM
Time Spent: 00:27:36
IP Address: 70.240.203.107

Page 1

Q1

Contact Information

First and Last Name	Paul Nave
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
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?

7 years and 4 months

Q7

Business Information

Company	BMW of San Rafael
Address	1599 Francisco Blvd E
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?

Previously Intern for County Supervisor Damon Connolly and Marin County Intern of the Year 2021.

Q10

List any civic organizations of which you are a member:

No government related organizations but currently on the Board of Directors for the United Nations Association of Marin.

Q11

Education:

Sir Francis Drake High School/Archie Williams - Degree

College of Marin - Pursuing Political Science Degree

Q12

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

San Rafael and Marin have been my home my whole life. I cherish living here and want to help my community grow and develop properly as time goes on. I've learned from my grandfather (who was a former city councilman) that civic engagement is important. That's why I want to dedicate my life to it. I think this will be a great experience and I'd like to get involved in the city I live in as well as raise a voice for all the younger adults living here in San Rafael.

Q13

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

I work for BMW of San Rafael. Unless there is a proposition to demolish it then there won't be any conflicts.

Q14

Upload your resume.

Resume.pdf.pdf (246.1KB)

Page 4: Demographics

Q15

Ethnicity



Q16



To which gender do you most identify?

Q17



How old are you?

P.J. Nave

EXPERIENCE

Marin County Board of Supervisors (District 1), San Rafael — *Intern*

NOV 2019 - PRESENT

The Board of Supervisors fills the Executive and Legislative branches of the Marin County Government. I work for Supervisor Damon Connolly who represents San Rafael. I do work ranging from data entry to project management to constituent meetings. It's a do-everything job where everything you do affects real people in real ways.

United Nations Association (Marin County), Tiburon — *Board of Directors*

APR 2018 - PRESENT

The United Nations Association (Marin) advocates for the policies and beliefs of the United Nations on a local level. The position requires me to plan public advocacy events, meet with public officials, and contribute creative ideas at our monthly Board of Directors Meetings.

BMW of San Rafael, San Rafael — **BMW Genius (Product Specialist & Sales Assistant)**

SEP 2021 - PRESENT

Communication, multi-tasking, and organization are crucial at this job. I handle important legal documents, show clients how their cars operate, and organize/tend to appointments. This is a formal business setting where I've learned professional business etiquette.

EDUCATION

Sir Francis Drake High School, San Anselmo — *Degree*

AUG 2017 - JUL 2021

*Now called Archie Williams High School. 2021 was the last class to graduate from Sir Francis Drake High School.

QUOTES

"PJ's enthusiasm is infectious." — *County Supervisor Damon Connolly*

"PJ is personable, warm, and genuine. He showed initiative and indicated there were no limits on what he was interested in and capable of doing." — *Mary Sackett, District Aide for County Supervisor Damon Connolly*



SKILLS

Energetic. Can build great rapport very quickly.

Extremely organized.

Speaks a bit of German and Japanese.

Works quickly and with the most efficiency possible.

Tackles every task with dedication and determination.

AWARDS

Marin County Intern of the Year 2020 - I received a resolution of commendation from the County Government as well as being dedicated a portion of time at the Board of Supervisors' Monthly Meeting.

#6

COMPLETE

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Last Modified: Monday, January 10, 2022 1:53:15 AM
Time Spent: 02:37:55
IP Address: 71.198.122.79

Page 1

Q1

Contact Information

First and Last Name	Sunny Lee
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
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?

23 years

Q7

Respondent skipped this question

Business Information

Q8

City Council Agenda

How did you hear about this vacant position?

Q9

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

Volunteering as a secretary and communication manager for a 130 member resident neighborhood association.
Volunteering for a local public school and assist PTO events.
Assist & help a immigrant family with deaf parents.
Volunteer to assist EV educational event run by a local Drive Clean Bay Area non-profit organization.

Q10

List any civic organizations of which you are a member:

Southern Heights Neighborhood Association
WeAreSR!

Q11

Education:

Master of Computer Arts in Computer Animation - School of Visual Arts - NYC
Bachelor of Arts in Communication Art/Graphic Design - Parsons School of Design in NYC

Q12

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

I care for San Rafael deeply. Many current board member and commissioners inspired me to apply after watching them. Volunteering as a long time resident would represent the community and changes could bring a valuable perspective for the future of the city planning. I have lived in many other cities such as NYC, SF, Hong Kong and Seoul and have traveled to many cities in Europe and US. Over the years, I have developed better understanding of projects in San Rafael and learned to analysis the data to project the future outcome.

Q13

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

None

Q14

Upload your resume.

Sunny SR Planning Commission Resume Jan 2022.pdf (70.7KB)

Q15

Ethnicity

[REDACTED]

Q16

To which gender do you most identify?

[REDACTED]

Q17

How old are you?

[REDACTED]

Objective

To serve as a commissioner for Planning Commission at the City of San Rafael.

Experience

Tech Support for Neighborhood Elderly **2010-present**

I have been the go-to tech support for a handful of senior neighbors who are in their 70's or 80's for the past decade. Have helped many seniors when they have difficulties with the internet, TV connections, emails, navigating e-commerce and copying/printing documents and photos as well as relocating old files and upgrading to a new OS or computer. After more than 10 years of assisting the growing elder population in my neighborhood, I have gained the skill, confidence, and patience to guide them with simple solutions that are appropriate to their abilities while treating them with respect and also giving them an opportunity to move forward with their own learning opportunities.

Secretary/Treasurer for Southern Heights Neighborhood Association **2012 to current**

Responsible for organizing the communications of the 150-member neighborhood association. Collecting membership dues and reporting the expenses and budgeting/reporting as a non-profit association. Updating and keeping the directory of 150 members as people move in and out of the neighborhood has taken a great deal of attention and keeping good records.

Parent & Teacher Organization **2010 to 2018**

Working with other parents at helping & supporting teachers, staff, and students, with activities such as an annual fund-raising effort, helping organize PTO meetings and communications and planning/hosting book fairs and open house events at a public elementary school of 500 students.

Computer Graphics Special Effects Artist **1996 to 2009**

Worked as a computer graphic artist/technical director specialized in creature anatomy, muscle movement and hair, clothing, and simulations of solid objects that were added to live action movies, such as Titanic, Star Wars and Harry Potter.

Industrial Light & Magic (San Rafael & San Francisco, CA)

Digital Domain (Los Angeles, CA)

Education

School of Visual Arts, NYC, MFA in Computer Art **1993-1995**

Specialized in Computer Animation. Required an understanding of all aspects of 3D animation from creating a story, modeling, animation, lighting, rendering and editing the short animated film with sound and music.

Parsons School of Design/School of Visual Arts, BFA in Graphic Design **1990-1993**

	Graphic Design, Communication Arts, Advertising, Marketing Campaign, Company Logo Design.
	Skills 2D and 3D computer software (Photoshop, Illustrator, InDesign, MS Words & Office, Google Drive/Spreadsheet, iMovie). Proficient with troubleshooting on MacOS and iOS. Digital Photography

#4

COMPLETE

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Last Modified: Wednesday, December 22, 2021 1:23:54 PM
Time Spent: 03:22:31
IP Address: 98.37.21.80

Page 1

Q1

Contact Information

First and Last Name	Supriya Menon
Address	[REDACTED]
City/Town	SAN RAFAEL
State/Province	CA
ZIP/Postal Code	94903-1703
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?

18 years

Q7

Respondent skipped this question

Business Information

Q8

Social Media

How did you hear about this vacant position?

Q9

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

I have been the School Site Council member for Miler Creek Middle School, was a board member of the Marin Indian American Association for two years.

Q10

List any civic organizations of which you are a member:

None currently.

Q11

Education:

Masters in Computer Emgineering, MBA.
Certified Project Manager and Change Manager

Q12

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

I work for the government and as kids have become older I would like to be more active in my local government.
I am a parent, a public sector employee, a caregiver to a disabled person who lives with me.
I feel I can bring a diverse point of view to the table with my skills and life experiences.

Q13

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

None.

Q14

Upload your resume.

Supriya Menon_Resume_City of San Rafael.pdf (135.1KB)

Page 4: Demographics

Q15

Ethnicity

[Redacted]

Q16



To which gender do you most identify?

Q17



How old are you?

Supriya Menon, PMP CCMP

San Rafael, CA, 94903 *) * e-mail:

Summary I will bring with me a keen sense of curiosity, a deep desire to understand and a conviction to do right by the residents of our city. Having lived half my life in another country, being a full-time mom, full-time employee and having a disabled parent whose care I am responsible for, I hope to bring diverse opinions to the City Planning Commission's table.

Experience **IT Manager (02/19 – Present)** – Responsible for leading the County of Marin's Project Management team which is responsible for the intake and execution of County's Technology Infrastructure projects.

Change Manager, County of Marin (01/'15 – 11/'21)

- Successfully ensured employee adoption of the new ERP System across the County of Marin.
- Worked closely with the County's senior leadership to create alignment and visible sponsorship of the project. As a user advocate, was successfully able to create awareness and elicit timely action from them at key decision points.
- Designed communication plans and crafted messages using various media and platforms to create a sense of understanding of the change, encourage ownership and increase adoption of the change. This included producing newsletters, videos, publishing posters and maintaining a website. User feedback after the project indicated that they felt a "sense of connectedness" to the project goals and appreciated the "sense of transparency" evident in the communications".
- Involved in organizing and conducting user engagement events across various county locations to increase involvement and get traction on focused messaging. Organized and conducted kick offs and roadshows for various phases as required. User Interaction and training forums were designed and deployed based on the change impact, readiness and training needs of the various user groups.

Board Member – Marin Indian American Association (2012-2016)

- Served two terms as a director of Marin Indian American Association which serves the needs of the Indian American community in Marin. We organize cultural events/classes, charity drives and any other needs of the members of Indian origin in Marin.

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)).