



AGENDA

SAN RAFAEL CITY COUNCIL SPECIAL MEETING MONDAY, OCTOBER 2, 2023 AT 5:00 P.M.

In-Person:

San Rafael City Hall
Third Floor Conference Room
1400 Fifth Avenue, San Rafael, CA 94901

Participate Virtually:

Watch on Zoom Webinar: <https://tinyurl.com/ccsm-2023-10-02>

Listen by phone: (669) 900-9128

ID: 825-2571-0612#

One Tap Mobile: +16699009128,,82525710612# US

Members of the public may speak on Agenda Items.

1. **Boards, Commissions and Committees Interviews**

Interview Applicants for Planning Commission and Design Review Board and Make Appointments (CC):

a. **Design Review Board Interviews**

Interview Applicants and Make an Appointment to Fill One Four-Year Term to the End of October 2027 on the Design Review Board Due to the Expiration of Term of Stewart Summers (CC)

Recommended Action - Appoint one applicant

b. **Planning Commission Interviews**

Interview Applicants and Make Appointments to Fill One Four-Year Term as a District 2 Representative and One Four-Year Term as a District 3 Representative to the End of October 2027 on the Planning Commission Due to the Expiration of Terms of Shingai Samudzi and Kelly Shalk (CC)

Recommended Action - Appoint one applicant to District 2 Representative and one applicant to District 3 Representative

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: DESIGN REVIEW BOARD INTERVIEWS

SUBJECT: INTERVIEW APPLICANTS AND MAKE AN APPOINTMENT TO FILL ONE FOUR-YEAR TERM TO THE END OF OCTOBER 2027 ON THE DESIGN REVIEW BOARD DUE TO THE EXPIRATION OF TERM OF STEWART SUMMERS

RECOMMENDATION:

Interview the following applicants and make an appointment to fill one four-year term to the end of October 2027 on the Design Review Board due to the expiration of term of Stewart Summers.

Name
Gerrod Herndon
Maureen de Nieva-Marsh
Stewart Summers

BACKGROUND:

The term of Stewart Summers is set to expire at the end of October 2023. The City Clerk’s office recruited for applications and received four applications; however, one applicant withdrew.

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 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

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

improvements, color, materials, and landscaping. [Meetings](#) are held first & third Tuesday at 7:00 p.m.

ANALYSIS:

The City Clerk's office recruited for the Design Review Board vacancy and received four (4) applications; however, one applicant withdrew from the process. Staff recommends the City Council interview the three (3) eligible applicants and make an appointment to fill the single term.

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, the City website, social media platforms, Marin IJ, and physically posted at City facilities.

ATTACHMENT:

1. Three (3) Applications
2. Bylaws



SAN RAFAEL

THE CITY WITH A MISSION



Boards and Commissions Application

What board would you like to apply too?

- ADA Access Advisory Committee
- Bicycle and Pedestrian Advisory Committee
- Board of Library Trustees
- Design Review Board
- Fire Commission
- Marin Commission on Aging
- Marin County Hazardous & Solid Waste Management Joint Powers Authority Local Task Force
- Marin/Sonoma Mosquito and Vector District
- Park and Recreation Commission
- Pickleweed Advisory Committee
- Planning Commission
- Police Accountability Advisory Committee
- Public Art Review Board
- Voter Approved Tax Oversight Committee

Applicant Information

Full Name: Gerrod Herndon

*Address: [Redacted]

Street Address Apartment/Unit #

San Rafael, CA 94901

City State ZIP Code

*Phone: [Redacted] Email [Redacted]

Resident of San Rafael for 11 years.

Employer: self

Occupation: pro bono

Business Address: [Redacted]

Street Address Apartment/Unit #

San Rafael, CA 94901

City State ZIP Code

Education

PASS, Exodus, Freshstart, K-12, Blackstone,
ABA, WELS, Penn Foster, Witkins Legal Institute
Stratford, SRJC, Fresno State University, College of the North
Coastline community college

Supplemental Questions

Participation in the following civic activities:

On ballot for 2nd District City Council members

ERC cus walgreens, medical, Medcare

NAMI safeart, AARP, EBT

AA/NIA vitacid, Kaiser, 4120.9 10018

Member of the following civic organizations:

Culture Center 42 CFR 489

USC 28191991 - MC-275 title 2 504

Land and trust title 1 51023

My reasons for wanting to serve are:

I am capable of performing the task and can contribute to the well being of the community. I have faith in God (Jesus Christ) with baptisms/confirmation

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

1485 oversight Sheriff depart

3654 prop 8, 36, 39, 47

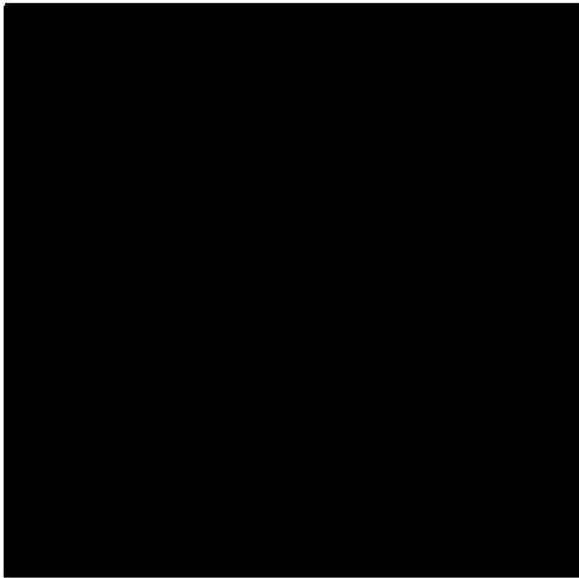
56731 56248 2273

109 9/A 2254 2933 4813 PC

Demographics (Optional)

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





Signature

Signature: Gerrard Herndon

Date: 08-28-23

Mail or Deliver to:

City of San Rafael, City Clerk Department
City Hall, 1400 Fifth Avenue, Room 209
San Rafael, CA 94901

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

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, April 21, 2023 9:48:45 PM
Last Modified: Friday, April 21, 2023 11:02:59 PM
Time Spent: 01:14:13
IP Address: 23.125.135.150

Page 1

Q1

Contact Information

First and Last Name	Maureen de Nieva-Marsh
Address	[REDACTED]
Address 2	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

What district do you currently live in?

District 1/Southern

Q3

What Board would you like to apply to?

Bicycle and Pedestrian Advisory Committee,
Board of Library Trustees,
Design Review Board,
Fire Commission,
Marin County Hazardous & Solid Waste Management
JPA Local Task Force Advisory Member
,
Park and Recreation Commission,
Pickleweed Advisory Committee,
Planning Commission

Page 3

Q7

How long have you lived in San Rafael?

15

Q8

Business Information

Company

N/A

Q9

How did you hear about this vacant position?

City Manager's Newsletter,

Friend,

Other (please specify):

My Councilmember Maika Llorens Gulati

Q10

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

In my voluntary capacity, I have initiated or supported programs, events, and/or fundraising efforts with the following community-based organizations:

- YWCA Golden Gate Silicon Valley, Executive Committee, Board Member
 - Bloom Marin, former Board Member (now a program of YWCA GGSV)
 - Habitat for Humanity Greater San Francisco – Young Professionals (HYP)
 - Rotary Club of San Rafael Evening, Charter Member, former President
 - Agricultural Institute of Marin (AIM), Community Advisory Board Member
 - Marin Women's Commission (MWC), former Treasurer
 - Marin Teen Girl Conference, event/project volunteer (a program of the MWC)
 - Marin Women's Political Action Committee (MWPAC), former Secretary
 - Dominican University of California Alumni Board, former Secretary
 - Marin Asian Public Local Employees (MAPLE), Co-President
 - Asian American Alliance of Marin (AAAM), Board Member
 - Marin County Young Democrats, former Secretary
 - Marin Democratic Party, former Assembly District Delegate
 - Women's Leadership and Philanthropy Circle, Dominican University of California
 - Marin 9 to 25, Core Team Advisor
 - St. Raphael Mission Church, Lector and Choir Member
-

Q11

List any civic organizations of which you are a member:

In my voluntary capacity, I have initiated or supported programs, events, and/or fundraising efforts with the following community-based organizations:

- YWCA Golden Gate Silicon Valley, Executive Committee, Board Member
 - Bloom Marin, former Board Member (now a program of YWCA GGSV)
 - Habitat for Humanity Greater San Francisco – Young Professionals (HYP)
 - Rotary Club of San Rafael Evening, Charter Member, former President
 - Agricultural Institute of Marin (AIM), Community Advisory Board Member
 - Marin Women's Commission (MWC), former Treasurer
 - Marin Teen Girl Conference, event/project volunteer (a program of the MWC)
 - Marin Women's Political Action Committee (MWPAC), former Secretary
 - Dominican University of California Alumni Board, former Secretary
 - Marin Asian Public Local Employees (MAPLE), Co-President
 - Asian American Alliance of Marin (AAAM), Board Member
 - Marin County Young Democrats, former Secretary
 - Marin Democratic Party, former Assembly District Delegate
 - Women's Leadership and Philanthropy Circle, Dominican University of California
 - Marin 9 to 25, Core Team Advisor
 - St. Raphael Mission Church, Lector and Choir Member
-

Q12

Education:

- MBA, 2019
- BA, Political Science, 2007
- Dominican University of California

Project Management Certificate
Sonoma State University; 2020

Q13

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

I have spent over 20 years of my career working with government agencies and nonprofits, mostly in Marin. In my personal drive to serve my community and amplify its needs, I have had to navigate seas of conflicting emotions and interests. Despite all the noise we can encounter in this world I've come to believe that one thing is true – that community moves at the speed of trust.

I believe that I personally resonate well with the City of San Rafael's ongoing mission and approach to social justice, inclusion, and equity. I am interested in serving on a board or commission, because I aim to lead with empathy, communication, and perhaps most importantly listening. On a personal level, I've experienced trauma and struggles that persist for many of the members of our community – be it physical abuse, having been unhoused, and having been the beneficiary of a public benefit system. I am the proud child of an immigrant family, whose parents attained their education and careers through non-traditional routes. For all the weaknesses I may have felt at times in my life, those experiences have provided me a base to effectively advocate for and connect with persons from a wide variety of walks of life.

If given the opportunity to serve on a San Rafael city board or commission, I would seek to bring my all – my experience, my knowledge, my community relationships, my emotional intelligence, and my authentic passion. As a long-time San Rafael resident, I firmly believe that community members deserve to be engaged in such a manner where individuals feel they are active participants, and not simply on the sidelines, especially our unrepresented/underrepresented populations. By focusing on effectively sharing information, resources, and ideas we can gather community input on the direction and priorities of our city and reinforce the ever-present strength and resilience of the San Rafael community.

Q14

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

None.

Q15

Upload your resume.

mdnieva_resume%202023.04.21.pdf (163.2KB)

Page 4: Demographics

Q16

Ethnicity

[REDACTED]

Q17

To which gender do you most identify?

[REDACTED]

Q18



How old are you?

Maureen "Mo" de Nieva-Marsh, MBA

(SHE/HER)

**COMMUNITY BUILDER, GOVERNMENT/NON-PROFIT
COMMUNICATIONS STRATEGIST, AND PROJECT MANAGER
WITH AN EQUITY LENS**



CONTACT

San Rafael, CA
linkedin.com/in/mdenieva

EDUCATION

MBA, 2019
BA, Political Science, 2007
Dominican University of CA

Project Management Certificate
Sonoma State University; 2020

SKILLS

- Spanish – Working Proficiency
- Tagalog – Verbal Proficiency
- Project Management
- Community Organizing
- Public Speaking
- Emotional Intelligence
- Civic Engagement
- Digital Communications
- Relationship Building
- Leadership Development

RELEVANT CERTIFICATIONS & TRAININGS

Emotional Intelligence – Ambassador Program
iNeverWorry Consulting; Feb 2021

Communities Mobilizing for Change on Alcohol – National Trainer
Youth Leadership Institute/SAMHSA

Community Naloxone Trainer – RxSafe Marin
County of Marin; May 2019

Group Facilitation
Community at Work; May 2019

Leadership Certificate
Dominican Univ of CA; Dec 2018

Excellence in Leadership Program
Center for Volunteer & Nonprofit Leadership; 2013

PROFILE

Award-winning, fervent proponent of civic engagement among underrepresented groups and communities with a personal goal of diversifying the leadership landscape.

Over 20 years of experience working with government agencies and non-profits fulfilling the following missions: public health policy, community messaging, group facilitation, crisis communications, digital media strategy, grant and project management, advocacy, public speaking, and youth development through an equity lens.

PROFESSIONAL EXPERIENCE

DIRECTOR OF WHOLE FAMILY & COMMUNITY SERVICES

Community Action Marin | 2023-Present

- Leads the development of agency partnerships with local educational institutions and related partners to ensure strong family-school connections and successful child/student outcomes.
- Provides leadership to initiatives and partnerships that build community-responsive services and agency-wide strategies implementing a whole family approach.
- Supports the agency's Parent Leadership Council of enrolled parents as agents of change to strengthen parents' agency and voice as aligned with advocacy priorities.
- Oversees the building of capacity of agency Success Coaches (frontline staff) through the Success Coach Manager and ongoing monthly trainings.
- Develops, guides, and monitors agency approaches to achieving strategic targets through building power with people as a lever for change.

SENIOR PROGRAM COORDINATOR, PUBLIC HEALTH & BEHAVIORAL HEALTH

Dept. of Health and Human Services, County of Marin | 2013-2023

- Managed a \$1.8 Million budget of contracts for substance use service providers.
- Assisted in program-level strategic planning efforts, including the County of Marin 2- and 5-Year Business Plans. This included the execution of a team lead role and led to the development of a guidance template for affinity groups at County of Marin.
- Coordinated RxSafe Marin (OD Free Marin), a data-driven, award-winning community coalition dedicated to reducing harm from prescription drug abuse. This program now serves as a model being replicated across California to address the opioid epidemic.
- Translated data into effective stories of progress for high-level presentations to the Board of Supervisors, community stakeholders, and statewide partners.
- Served as an advisor to Marin 9 to 25, a collective impact coalition dedicated to realizing positive and equitable outcomes for youths aged 9 to 25 – focused on early prevention programming and increased resources for all young people and families.

STRATEGIC PROJECTS MANAGER – ADMINISTRATIVE ANALYST III, COUNTY OF MARIN

County Administrator's Office, Marin County Office of Equity | 2020-2021

- Developed the initial community engagement and communications strategy for the Office of Equity. This included researching and implementing community distribution requirements for accessibility and language.
- Organized public and employee events oriented to discussing the topic of race and culture in our communities and workplaces. Internal campaigns were conducted cross-departmentally and included the facilitation of safe discussion forums.
- Collaborated with partners in multiple departments on an employee retention campaign. These findings were later presented to the Marin County Board of Supervisors and directly impacted key aspects of the County 2-Year Action Plan.



Maureen "Mo" de Nieva-Marsh, MBA

(SHE/HER)

**COMMUNITY BUILDER, GOVERNMENT/NON-PROFIT
COMMUNICATIONS STRATEGIST, AND PROJECT MANAGER
WITH AN EQUITY LENS**

CONTACT

San Rafael, CA
linkedin.com/in/mdenieva

ACCOMPLISHMENTS & PROJECTS

Salzburg Global Seminar

Fellow; "Health and Economic Well-being: Gender Equity in Post-Pandemic Rebuilding;" Salzburg, Austria; October 2022

101+ Careers in Public Health, 3rd Ed.

Contributor; Springer Publishing; October 2021

"Marin County Employees of Color: Attention to Retention"

Contributor/Presenter; County of Marin Board of Supervisors; Fall 2020

County of Marin Leadership Academy

Graduate; County of Marin; Oct 2018 - Jan 2021

Cultural Crossroads: Navigating COVID-19 Precautions & Family Expectations

Webinar Presenter; Filipinx Health Initiative; June 2020

"RxSafe Marin: Storytelling the Opioid Epidemic"

Conference Presenter; California Association of Public Information Officials (CAPIO); 2019

Challenge Award – RxSafe Marin

California State Association of Counties (CSAC); 2017

Outstanding Young Alumni Award

Dominican University of CA; 2017

"RxSafe Marin – Lessons of a Community Collective Impact Model"

Keynote Presenter; American Public Health Association; 2016

White House Initiative of Asian American Pacific Islanders (WHIAAPI)

Filipino American Participant; 2015

PROFESSIONAL EXPERIENCE (CONT'D)

COMMUNICATIONS TEAM MEMBER & DEPUTY PUBLIC INFORMATION OFFICER

Dept. of Health and Human Services, County of Marin | 2014-2023

- Created timely updates on all social networks using HootSuite and Sprout Social, delivering key messages to media and community members, developing guidance strategies for communicating effectively with vulnerable populations.
- Acted as Deputy Public Information Officer in the County Emergency Operations Center during multiple crises, including the Tubbs and Kincade Fires, Public Safety Power Shutoffs, and COVID-19.
- Presented at multiple state and national government social media conferences, highlighting innovative community storytelling strategies using data and video.

PROGRAM COORDINATOR – COMMUNITIES MOBILIZING FOR CHANGE ON ALCOHOL

Youth Leadership Institute | Marin and San Mateo Counties, CA | 2005-2010

- Managed individual grant writing duties and research, social media, and fundraising development programs in the course of other administrative duties.
- Amplified the voices of youth and college-age advocates to local policymakers and law enforcement for the creation of community Social Host Ordinances.

VOLUNTEERISM & ORGANIZATION INVOLVEMENT

BOARD OF DIRECTORS, EXECUTIVE COMMITTEE

YWCA Golden Gate Silicon Valley | Civil Rights and Social Action
2022-Present

BOARD OF DIRECTORS, YOUNG PROFESSIONALS

Habitat for Humanity Greater San Francisco | Economic Empowerment
2022-Present

BOARD MEMBER

Asian Alliance of Marin (AAAM) | Civil Rights and Social Action
2020-Present

COMMUNITY ADVISORY COMMITTEE MEMBER

Agricultural Institute of Marin (AIM) | Economic Empowerment
2021-Present

COUNCIL MEMBER

Women Leadership and Philanthropy Council | Economic Empowerment
Dominican University of California
2020-Present

CO-PRESIDENT AND MEMBER

Marin Asian-American Public Local Employees (MAPLE) | Civil Rights and Social Action
2014-2023

ALUMNI BOARD OF DIRECTORS, SECRETARY

Dominican University of California | Education
2008-2014

PAST PRESIDENT & CHARTER MEMBER

San Rafael Evening Rotary Club | Community Empowerment & Aid
2014-2020

AT-LARGE COMMISSIONER, TREASURER

Marin Women's Commission | Civil Rights and Social Action
2014-2016

BOARD MEMBER

Bloom Marin | Economic Empowerment
2021-2022

#1

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Wednesday, August 23, 2023 11:28:55 PM
Time Spent: 00:14:21
IP Address: 98.37.170.156

Page 1

Q1

Contact Information / Información del contacto

First and Last Name / Nombre y Apellido	Summers
Address / Dirección	██████████
Address 2 / Dirección 2	██████████
City / Ciudad	San Rafael
State / estado	CA
ZIP/Postal Code / Código postal	94901
Email Address / Dirección de correo electrónico	██
Phone Number / Número de teléfono	██████████

Q2

District 2/Western / Distrito 2/Oeste

What district do you currently live in? ¿En qué distrito vive actualmente?

Q3

How long have you lived in San Rafael?

55 Years

Q4

Business Information

Company	SKS Architects
Address	1852 4th Street
City/Town	San Rafael
ZIP/Postal Code	94901

Q5

How did you hear about this vacant position?

Other (please specify):

Current DRB Member

Q6

Design Review Board

What Board would you like to apply to? ¿A cuál te gustaría aplicar?

Page 3

Q10

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

Design Review Board San Rafael

Q11

List any civic organizations of which you are a member:

Design Review Board San Rafael

Q12

Education:

BA Architecture UC Berkeley

Q13

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

I have lived in San Rafael my entire life. I have served on the Design Review Board for almost two decades. It is my way to give back to our community and offer my expertise as a design professional to help guide the future of our built environment to address the growing and changing needs of our city in the best way possible.

Q14

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

None

Q15

Upload your resume.

Stewart%20Summers%20Resume.pdf (85.1KB)

Page 5: Demographics / Datos demográficos

Q24

Ethnicity / Raza/etnia:

[REDACTED]

Q25

To which gender do you most identify? ¿Con qué género se identifica más?

[REDACTED]

Q26

How old are you? ¿Cuántos años tienes?

[REDACTED]



Stewart K. Summers, Architect

Stewart K. Summers has over 30 years of experience in the Architectural field. During that time, Stewart has worked on diverse projects that include Custom Residential, Subdivisions, Additions and Alterations, Commercial Office, Restaurant and Religious Assembly. This wide range of experience has allowed him to become well versed in managing projects of all types and obtain technical proficiency required for a variety of project types. Stewart's skills extend to an extensive understanding of the entitlement process and dealing with local government agencies to secure project approvals. Stewart has received certifications from Built id Green as Certified Green Building Professional and Certified Green Rater and currently serves as a member of the City of San Rafael's Design Review Board.

Professional Experience

2007 – Present: Principal Architect

SKS Architects, San Rafael, California

- Principal Architect and Project Manager on a variety of projects ranging from Commercial to Custom & Spec Residences, Remodels and with the associated coordination of Consultants, Jurisdictional Entitlement Processes, preparation of Construction Documents and Construction Management.

1995 – 2007: Licensed Architect, Project Manager, Cad Manager

Urban Dynamics Inc., Novato, California

- Project Architect and or Project Manager on a variety of projects ranging from Commercial to Custom & Spec Residences, Remodels, Additions and Multi-Family along with the associated coordination of Consultants, Jurisdictional Entitlement Processes, preparation of Construction Documents and Construction Management.





1989 – 1995: Project Manager, Cad Manager, Draftsman

Urban Dynamics Inc., Novato, California

- Project Manager on a various projects ranging from Commercial to Residential. Managing and Training of Staff in the utilization of AutoCAD as the primary design and drafting tool for the firm. Cad Drafting on various projects

1983 – 1989: CAD Draftsman

Craiker Associates, Inc., San Rafael, California

- Autocad Drafting of Design and Construction Documents on various projects, commercial and residential.

Education & Certificates

2008-present: Certified Green Building Professional

Acquired certification as green building consultant through Build It Green (non-profit in Berkeley, CA focusing on healthy and energy/resource efficient homes for California)

1995-present: Licensed as Architect in State of California #C25816

Acquired required Equitable Practical Years of Experience by College Education credits and work experience to qualify for State of California Architectural Licensing

1985 – 1989: Bachelor of Arts, Architecture

University of California, Berkeley CA

Professional and Community Affiliations

Build it Green Certified Green Building Professional

Board Member, City of San Rafael Design Review Board, term 2007-present

Eagle Scout, Troop 101, San Rafael, CA - 1984



DESIGN REVIEW BOARD BYLAWS

ARTICLE I. NAME AND PURPOSE

Section 1.1. Name. The name of this body shall be the City of San Rafael Design Review Board, hereinafter referred to as the "Board."

Section 1.2. Purpose. The 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, except that an alternate streamlined review process may be allowed for certain eligible projects by ordinance or resolution of the city council. The Board may also serve as an advisory body on other design matters, including minor physical improvements or administrative design permits, referred to the board by the community development director, planning commission or city council. The Board shall provide professional design analysis, evaluation and judgment as to the completeness, competence and appropriateness of development proposals for the use and setting and to recommend approval, approval with conditions, redesign or denial based on design standards adopted by the city council.

Section 1.3. Board Responsibility. The Board's responsibilities shall be in accord with these Bylaws, as amended from time-to-time by the City Council. The Board's authority is advisory only. The Board has no power to act on behalf of the City of San Rafael or any other entity.

ARTICLE II. MEMBERSHIP

Section 2.1. Number of Members. The 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; and
5. 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.

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.

Section 2.2. Eligibility. Board members shall be residents of the city of San Rafael.

Section 2.3. Appointment of Board Members. Regular voting members and alternate members shall be appointed by the City Council. Appointments shall be published on the website for the City of San Rafael in accordance with Government Code Section 54973, as amended from time to time.

The 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.

Section 2.4. Terms of Appointment. Each Board member shall serve a term of four (4) years. An effort will be made to ensure that the terms are staggered, and not all of the appointments expire in the same year.

Section 2.5. Term Limits. Members of the Board shall be limited to three (3) consecutive four-year terms. Additional terms may be served if there is a break between terms.

Section 2.6. Absence and Removal. An unexcused absence from two (2) consecutive Board meetings without notification to the Staff Liaison shall be considered a voluntary resignation from the Board. Previously dismissed Board members may be eligible for reappointment to the Board. The members of the Board shall be subject to removal by the affirmative vote of three members of the city council.

Section 2.7. Compensation. Board members serve without compensation.


ARTICLE III. MEETINGS

Section 3.1. Time and date of Regular Meeting. Notification of meeting place, date, and time shall be rendered to the public through posting on the City of San Rafael website. Regularly scheduled Board meetings shall be the first and third Tuesday of each month, but these dates may be impacted by holidays. A schedule shall be approved annually by the Board. The Board shall meet once per month. The schedule for the upcoming year will be set by December of the previous year.



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 APPOINTMENTS TO FILL ONE FOUR-YEAR TERM AS A DISTRICT 2 REPRESENTATIVE AND ONE FOUR-YEAR TERM AS A DISTRICT 3 REPRESENTATIVE TO THE END OF OCTOBER 2027 ON THE PLANNING COMMISSION DUE TO THE EXPIRATION OF TERMS OF SHINGAI SAMUDZI AND KELLY SHALK

RECOMMENDATION:

Interview the following applicants and make appointments to fill one District 2 Representative and one District 3 Representative to end of October 2027 on the Planning Commission due to the expiration of terms of Shingai Samudzi and Kelly Shalk.

Name
Gerrod Herndon – D2
Pooja Rawat – D2
Samina Saude – D2
Danielle Mahoney – D3
Losalini Reeves – D3
Shingai Samudzi – D3

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 the City’s long-range General Plan, State laws, and other public policies that advance the interests of our community. [Meetings](#) are held on the second & fourth Tuesdays at 7:00 p.m.

The terms of Shingai Samudzi and Kelly Shalk are set to expire at the end of October 2023. Shingai Samudzi expressed a desire to submit an application to serve as the District 3 representative, and Kelly Shalk did not wish to reapply.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

In June 2022, the City Council approved [staff's recommendation](#) to change the composition of the Planning Commission to include District Representatives and recruit for seats that would not unintentionally deem incumbents as ineligible to reapply. Commissioner Samudzi resides in District 3, and Commissioner Shalk resides in District 2, so the City Clerk's office recruited Districts 2 and 3 applicants for this round of appointments.

ANALYSIS:

The City Clerk's office opened recruitment and left applications for all boards, commissions, and committees (BCCs) open, including the Planning Commission. The City Clerk's office received a total of seven eligible applications for the two vacancies, and one of the applicants withdrew. Three (3) applications were submitted for District 2, and three (3) applications were submitted for District 3.

If an at-large Planning Commissioner who resides in District 2 or 3 applies to serve as the District Representative and is appointed, the City Clerk's office would recruit an at-large Planning Commissioner and schedule a special City Council meeting for interviews and appointment.

Staff recommends the City Council interview the six applicants and make one District 2 Representative appointment and one District 3 Representative appointment with terms to expire at the end of October 2027 on the Planning Commission.

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

COMMUNITY OUTREACH:

The recruitment for the Planning Commission was advertised through mass email notification, the City website, social media platforms, the Marin IJ, and physically posted at City facilities.

ATTACHMENT:

1. Six (6) Applications
2. Bylaws



SAN RAFAEL

THE CITY WITH A MISSION



Boards and Commissions Application

What board would you like to apply too?

- ADA Access Advisory Committee
- Bicycle and Pedestrian Advisory Committee
- Board of Library Trustees
- Design Review Board
- Fire Commission
- Marin Commission on Aging
- Marin County Hazardous & Solid Waste Management Joint Powers Authority Local Task Force
- Marin/Sonoma Mosquito and Vector District
- Park and Recreation Commission
- Pickleweed Advisory Committee
- Planning Commission
- Police Accountability Advisory Committee
- Public Art Review Board
- Voter Approved Tax Oversight Committee

Applicant Information

Full Name: Gerrod Herndon [Redacted]

*Address: [Redacted]
Street Address Apartment/Unit #

San Rafael, CA 94901
City State ZIP Code

*Phone: [Redacted] Email: [Redacted]

Resident of San Rafael for 11 years.

Employer: self

Occupation: pro bono

Business Address: [Redacted]
Street Address Apartment/Unit #

San Rafael, CA 94901
City State ZIP Code

Education

PASS, Exodus, Freshstart, K-12, Blackstone,
ABA, WELS, Penn Foster, Witkins Legal Institute
Stratford, SRJC, Fresno State University, College of the North Coast,
community college

Supplemental Questions

Participation in the following civic activities:

On ballot for 2nd District City Council members

ERC cus walgreens, medical, Medcamp

NAMI safeart, AARP, EBT

AA/NIA vitacid, Kaiser, 4120.910018

Member of the following civic organizations:

Culture Center 42 CFR 489

USC 28191991 - MC-275 title 2 504

Land and trust title 1 51023

My reasons for wanting to serve are:

I am capable of performing the task and can contribute to the well being of the community. I have faith in God (Jesus Christ) with baptisms/confirmation

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

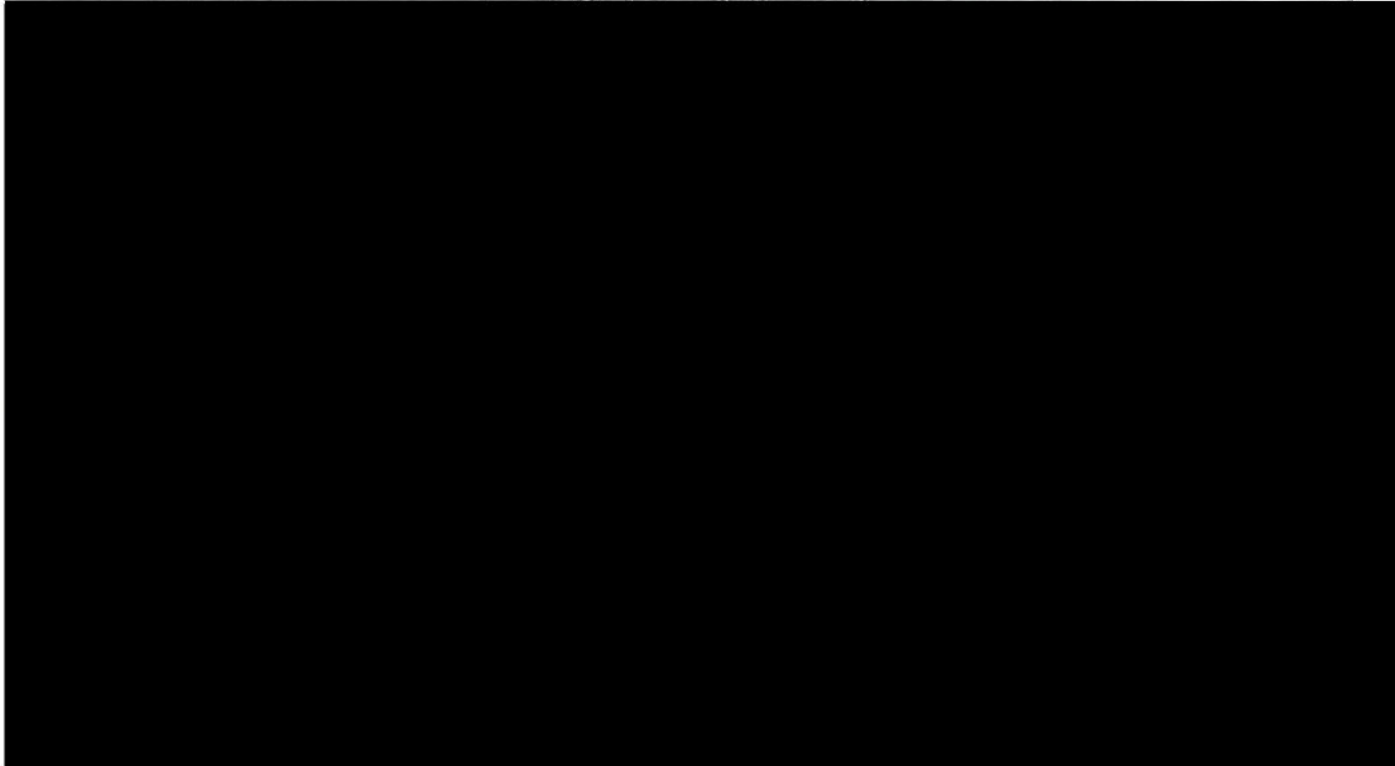
1485 oversight Sheriff depart

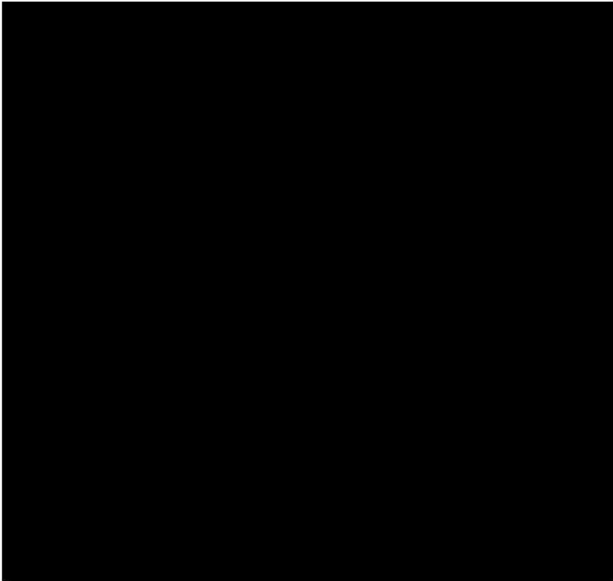
3654 prop 8, 36, 39, 47

56731 56248 2273

109 91A 2254 2933 4813 PC

Demographics (Optional)





Signature

Signature: Gerrard Herndon

Date: 08-28-23

Mail or Deliver to:

City of San Rafael, City Clerk Department
City Hall, 1400 Fifth Avenue, Room 209
San Rafael, CA 94901

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

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, July 20, 2023 12:06:40 PM
Last Modified: Thursday, July 20, 2023 12:29:41 PM
Time Spent: 00:23:01
IP Address: 136.226.67.80

Page 1

Q1

Contact Information / Información del contacto

First and Last Name / Nombre y Apellido

Pooja Rawat

Address / Dirección

[REDACTED]

City / Ciudad

San Rafael

State / estado

CA

ZIP/Postal Code / Código postal

94901

Email Address / Dirección de correo electrónico

[REDACTED]

Phone Number / Número de teléfono

[REDACTED]

Q2

District 2/Western / Distrito 2/Oeste

What district do you currently live in? ¿En qué distrito vive actualmente?

Q3

How long have you lived in San Rafael?

2.5yrs

Q4

Business Information

Company

Parker Hannifin

Address

5500 Business Park Drive

City/Town

Rohnert Park

ZIP/Postal Code

94928

Q5

How did you hear about this vacant position?

Other (please specify):

Looked up opportunities to support the city on the website

Q6

What Board would you like to apply to? ¿A cuál te gustaría aplicar?

Board of Library Trustees,

Design Review Board,

Planning Commission,

Public Art Review Board

Page 3

Q10

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

I have a history of supporting varied activities in Upstate New York community before moving to San Rafael. I oversaw a grant budget of \$300,000 for non-profit organizations in upstate New York from 2018 to 2021. This provided support to organizations across 3 counties in Update New York. I partnered with multiple community colleges and high schools to build career pipeline for students and bring new technology into schools, partnered with Court Appointed Special Advocates to provide them with IT resources. I also assisted Salvation Army in writing a grant for \$150,000 to build a new Domestic Violence Shelter, etc. I would be happy to share more information on my experience.

Q11

List any civic organizations of which you are a member:

Currently not a member in San Rafael

Q12

Education:

Masters in Human Resource Management - Ohio State University

Bachelors in Engineer - SRM University/University of Wisconsin

Q13

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

Before moving to San Rafael, I was living in the PA/Upstate NY area for 3 years and was greatly involved in making an impact in that community. Upstate NY was heavily suffering from the opioid crisis and I was working to provide much needed education, support and safety to it's youth and women. I bring a varied skillset to the table given my professional background and I like to utilize it to impact the community I live in. I moved to San Rafael in February of 2021 and saw the impact COVID had left in the community, primarily the loss of businesses in the area. The economic impact of COVID is fairly visible in San Rafael's downtown and I would love to utilize my skillset in revitalizing this community and the economic gap.

Q14

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

None

Q15

Upload your resume.

Rawat%2C%20Pooja.pdf (162.2KB)

Page 5: Demographics / Datos demográficos

Q24

Ethnicity / Raza/etnia:

[REDACTED]

Q25

To which gender do you most identify? ¿Con qué género se identifica más?

[REDACTED]

Q26

How old are you? ¿Cuántos años tienes?

[REDACTED]

PROFESSIONAL SUMMARY

HR professional with 5+ years of experience working across diverse business units to identify opportunities, build strategy roadmaps and manage HR projects from concept to implementation.

TECHNICAL SKILLS

Workday, Oracle, SAP, UKG/Ultipro, Kronos, Open Hire, Confluence, Smart Recruiter, Reloweb, GSuite, MS Office Suite, Salesforce, Jira

WORK EXPERIENCE

Parker Hannifin - Human Resources Manager

2021 - Present

- Managing California office for Electronic Motions & Controls division, providing broad perspective and strategic direction on organizational strategy supporting growth of 5% in FY22 for one of the major engineering divisions
- Leading various complex HR projects such as payroll system, compensation, onboarding platform, talent management, etc. as business partner for Engineering, Product, Supply Chain, Operations, and Sales & Marketing teams.
- Providing HR expertise to site and divisional leadership in the areas of performance management, employee relations, learning & development, workforce planning and hiring strategies. Leading core HR processes of performance calibration, merit cycle and succession planning annually
- Designed FY22 annual improvement roadmap and strategy for lean High-Performance teams to support strategic business growth and increased effectiveness of product cost, delivery, quality, employee safety and engagement for the site.
- Led a cross-functional team to develop engagement strategies and enhanced organizational effectiveness, employee empowerment, and satisfaction by 7%
- Reviewing current organization design and driving a restructure to align with future business growth into Electrification
- Strategically managing labor cost to balance short-term drop in product demand and meet \$2.4million sales goal
- Building DE&I team and 3-year strategy roadmap to expand representation of underrepresented groups and drive an inclusive culture across multiple levels in the organization.

Cummins, Inc. - Human Resources Business Partner

2018 – 2021

- Led various complex product launches as the HR expert and liaison for multiple teams including Engineer, Product, Supply Chain and Operations teams. Provided strategic and consultative solutions on organizational development, succession planning, people management and employee relations to a customer base of 800+ employees across 3 product lines for Engine Business Unit
- Developed compensation programs that included position evaluation, salary structures, merit matrices, salary range development and market pricing studies, for different employee groups including but not limited to engineers, managers and hourly employees to attract and retain talent
- Built programs for Mergers & Acquisition and Diversity & Inclusion to support, transition and empower senior leadership through task forces, strategy tool kits and programmatic best practices
- Led over 85 sensitive investigation cases, ranging from sexual harassment to threat and violence, and take appropriate action in compliance with company code of conduct, state, and federal law
- Led a cross-functional team with Operations and HR to drive continuous improvement for performance appraisal system and increased robustness of feedback to employees, ensured accurate budget planning and increased process efficiency by approximately 20%
- Migrated outdated legacy HRIS system to Workday to enable better data tracking, reporting, audit and compliance for 18,000 employee records. Identified system capabilities, pain points, solutions, and launched Workday with zero post launch issues
- Identified various process improvement opportunities by analyzing 5yr turnover data, built programs to drive behavioral change and reduced turnover by 3% within 2 years. Forecasted turnover in key roles and constructed a robust plan to drive 4% attrition
- Conducted a top down and bottom-up skills audit to identify core manager and leader skills, to create anchor points for organizational development interventions (e.g., L&D, Coaching, performance management).
- Identified business staffing needs and built recruitment strategies to attract talent and reduced time to fill by approximately 20 days

SQUARE, Inc. - Benefits and Mobility Coordinator

2017 – 2018

- Initiated various immigration and mobility processes for new hires and transfers across 5 international locations, US, UK, Canada, Australia and Sweden, partnering with multiple immigration law firms and mobility vendors across these 5 locations
- Managed full lifecycle of mobility & benefit processes in collaboration with law firms and vendors, for employees from hire to separation
- Worked on rolling out Salesforce to automate employee help desk on cloud
- Designed internal wiki page interface and whitepapers on employee benefits, wellness and perks for internal marketing
- Conducted various internal audits for benefits and immigration processes including: LCA, I-9s, reverifications, workday data, COBRA, etc.

EDUCATION

The Ohio State University, Fisher College of Business

2017

Master's in Human Resource Management, 3.5 GPA

SRM University

2014

Bachelor's in Technology, Nanotechnology 3.4 GPA

University of Wisconsin - Madison

2012

Degree program a part of SRM University

#88

INCOMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, September 27, 2023 11:33:30 AM
Last Modified: Wednesday, September 27, 2023 11:57:40 AM
Time Spent: 00:24:09
IP Address: 24.23.171.245

Page 1

Q1

Contact Information / Información del contacto

First and Last Name / Nombre y Apellido	Samina Saude
Address / Dirección	[REDACTED]
City / Ciudad	San Rafael
State / estado	CA
ZIP/Postal Code / Código postal	94901
Email Address / Dirección de correo electrónico	[REDACTED]
Phone Number / Número de teléfono	[REDACTED]

Q2

District 2/Western / Distrito 2/Oeste

What district do you currently live in? ¿En qué distrito vive actualmente?

Q3

How long have you lived in San Rafael?

10 years

Q4

Business Information

Company	Samina Saude Design & Consulting
Address	[REDACTED]
City/Town	San Rafael
ZIP/Postal Code	94901

Q5

City Manager's Newsletter

How did you hear about this vacant position?

Q6

Planning Commission

What Board would you like to apply to? ¿A cuál te gustaría aplicar?

Page 3

Q10

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

Yes , I participate in the following civic activities:

1. Chair Planning Commission
 2. Former DRB Member
 3. San Rafael City Schools Bond Oversight Committee
 4. Citizen of the Year Committee
 5. Invited Participant on the 2023 Marin County Electrification Workshops
 6. Attend Marin Latino Leader Events
 7. Member of the Sun Valley Elementary PTO Board (serving 5th year)
 8. Member of the SuperIntendents Parent Council (serving 4th year)
 9. Attend various other civic events
-

Q11

List any civic organizations of which you are a member:

N/A

Q12

Education:

BArch Cal Poly San Luis Obispo

Q13

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

I have enjoyed serving on the DRB , and now the Planning Commission since 2019. My interest is in serving stems from my desire to lend my point of view on issues that shape San Rafael's growth and development. This impacts issues close to my heart; economic growth, housing, homelessness, cultural diversity, and equity. San Rafael is a special place, acting as the County seat and largest and most diverse city in Marin. There are many issues that come along with those strengths that require forward-thinking empathetic problem solving, and a willingness to take on issues from a place that is necessary and not always popular. Professionally, I have the broad background to see issues from many sides and love to be able to use that expertise to make a difference. Additionally, making an impact is at the core of what I pursue, and serving on the Planning Commission allows me to do just that. I want to be part of the solution, creating and executing the vision for our City's bright future.

Q14

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

My business operates in San Rafael and there are hearings I may need to recuse myself from.

Q15

Upload your resume.

Saude%20Resume%20-%202023.pdf (107.5KB)

Page 5: Demographics / Datos demográficos

Q24

[REDACTED]

Ethnicity / Raza/etnia:

Q25

[REDACTED]

To which gender do you most identify?¿Con qué género se identifica más?

Q26

[REDACTED]

How old are you?¿Cuántos años tienes?

Design Director

- **Brand ambassador and advocate** that owns project vision. An exceptional communicator with experience leading internal and external cross-disciplinary collaboration to create memorable and meaningful buildings and spaces.
- **A business focused strategic and conceptual leader** that synthesizes complex challenges and roadmaps solutions. Adaptable with experience designing and delivering a diverse portfolio of award winning projects.
- **A people leader** that builds and manages design teams. Trains, mentors and creates a curious/collaborative culture where design thrives.

AREAS OF EXPERTISE

- Architectural Design
- Team Leadership
- Strategy Development
- Brand Strategy
- Mentorship & Coaching
- Project Management
- Design Thinker
- First Principles Problem Solver
- Budget and Fee Management
- Contract Negotiation & Management
- Consultant Selection & Coordination
- Relationship Building
- Public Speaking
- Design Research
- Project Roadmapping
- Cross Functional Collaboration
- Growth Mindset
- AutoCAD/ Revit
- PlanGrid
- Adobe CS
- SketchUp
- Bluebeam
- QA/QC
- Entitlements

PROFESSIONAL EXPERIENCE

Samina Saude Design & Consulting, San Rafael, CA
Sole Proprietor for Residential Design and Interiors

August 2022 -Present

Gensler, San Francisco, CA
Project Director , Client Relations

April 2020– August 2022

WeWork, San Francisco, CA

June 2019– February 2020

Global leader in shared workspace, WeWork is a commercial real estate company that transforms commercial real estate into inspiring work space for small businesses, startups and enterprise clients.

Director of Design

Responsible for leading the design team towards objectives of quality, cost and speed. In the pursuit of delivering the best product possible, is supported by a team including spacial experience, technical and creative managers, and oversees an interdisciplinary team that includes architects, interior designers, engineers, graphic artist and technologist.

- **Oversees a team of design managers that manage effective planning and delivery of all project phases.** Ensures projects are designed to budget, time and product quality objectives.
- **Leads resource management,** ensuring the region is properly staffed to achieve goals. Analyze future pipeline and assess potential resourcing needs for the team to reach KPI's.
- **Research and strategy development** to meet global and regional KPI's.

Restoration Hardware, Corte Madera, CA

Jan 2015– Jan 2019

Disrupting retail by transforming brick and mortar into experiential, project based, hospitality environments. RH is blurring the lines between retail and residential & hospitality and home.

Director, Architecture & Design

Successfully led design and execution of RH's vision of integrated hospitality and design services based retail environments. Led charge on architectural manifestation of new brands and concepts, including RH Guesthouse in Aspen and New York, as well as the first RH Modern flagship in West Hollywood. Led flagship projects such as RH New York & RH West Palm Beach, as well as a host of other work.

- **Oversaw design and managed RH's gallery and hospitality work,** including the first two hotel projects and stand-alone flagship galleries. Worked closely with Gary Friedman, CEO to establish the vision of each unique project. Led roadmap and execution to make these projects reality by collaborating and coordinating with internal teams and external partners/consultants/artist/municipalities.
- **Built and led a team of designers and consultants.** Managed staffing, hiring, mentorship and training of architectural and interior designers. Managed stylists, merchants, visual merchandisers and artists to deliver integrated brand experiences.
- **Developed and launched best practices playbook and design standards** to scale gallery design.

Aidlin Darling Design, San Francisco, CA

2013 – 2015

Nationally recognized and celebrated architectural design firm. Recipient of many awards including National Honor Awards, AIA, Smithsonian's Cooper Hewitt National Design Award & James Beard Award.

Project Architect

Led three hospitality projects for 4 Star Michelin Chef, Corey Lee. Brought into the firm to bolster and lead complex public work.

- **Benu, San Francisco (4 Michelin Stars)** Led and executed all phases of work from concept design to project close out. Designed and installed a skylight art piece.
- **Monsieur Benjamin, San Francisco** Led and executed all phases of work from concept design to project close out. Designed and managed fabrication of interior art pieces.
- **In Situ, SFMOMA** Concept Design, consultant coordination and liaison with SFMOMA team.
- **Roseland University Prep** Supported team from Design Development through end of documentation.

Machado Silvetti Architects, Boston, MA

2008 – 2013

Internationally recognized and award winning, architecture and urban design firm that has an inseparable commitment to architectural invention and innovation technique. Delivering projects that are timeless - profoundly responsive to present conditions while firmly related to the history of the architecture and urban design.

Project Architect

- **Dartmouth Visual Arts Center** Led construction administration and redesign efforts during construction. Acted as primary contact with the Dartmouth Office of Planning, Design & Construction, faculty and staff. Led consultant coordination in highly technical program spaces. Led and executed interior design.
- **NYU Global Center** Led all phases of work from concept design to construction administration. Led research and implementation of technologies and material applications that were new to the US. Acted as liaison with NYU Construction Management and the Archdiocese of New York. Led and executed interior design.
- **Silver Springs Civic Center** Led construction administration and redesign efforts during construction. Acted as primary contact with City of Silver Springs. Led consultant coordination interior design.

Cutler Anderson Architects , Seattle, WA

2005– 2007

Nationally recognized design firm and recipient of six National AIA Honor Awards and over 50 other national and regional design awards. The studio approaches projects with an attempt to reveal the nature of every circumstance; the nature of the institution that we house, the significance of the place in which it is located, and the power of the materials with which we build.

Designer

Purchase Residence

Kirkland Residence

Spring Creek Ranch

Private Residence in Bend, OR

Sliderule Engineering , Seattle, WA

2004– 2005

Single Family Residential Engineering and Drafting

EDUCATION

California Polytechnic State University San Luis Obispo

Bachelor in Architecture

Extensive Fine Arts and BioChemistry Coursework

Extensive Volunteer Work

Denmark International Study Program (DIS)

Copenhagen, Denmark

Summer Language and Cultural Program

Guadalajara, Mexico

Mater Dei High School

Samina Saude



Santa Ana, CA

ADDITIONAL ENDEAVORS

Chair Design Review Board, City of San Rafael

2019-present

Design Critic

Harvard GSD

Northeastern University

CCA

AIA Honors Award Committee

Seattle, 2008



#32

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, September 15, 2023 3:20:08 PM
Last Modified: Friday, September 15, 2023 3:30:30 PM
Time Spent: 00:10:22
IP Address: 23.125.134.217

Page 1

Q1

Contact Information / Información del contacto

First and Last Name / Nombre y Apellido **Danielle Mahoney**

Address / Dirección

City / Ciudad

State / estado

ZIP/Postal Code / Código postal

Email Address / Dirección de correo electrónico

Phone Number / Número de teléfono

Danielle Mahoney

San Rafael

CA

94901

District 3/Eastern / Distrito 3/Este

Q2

What district do you currently live in? ¿En qué distrito vive actualmente?

Q3

How long have you lived in San Rafael?

3 years

Q4

Business Information

Company

Address

City/Town

ZIP/Postal Code

San Francisco Rental Concierge

320 Point San Pedro Road

San Rafael

94901

Q5

How did you hear about this vacant position?

Other (please specify):

City website

Q6

What Board would you like to apply to? ¿A cuál te gustaría aplicar?

Bicycle and Pedestrian Advisory Committee,

Park and Recreation Commission,

Planning Commission,

Police Accountability Advisory Committee

Page 3

Q10

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

I haven't in years because I've been raising little kids and running a business, but looking to get involved once again.

Q11

List any civic organizations of which you are a member:

National Association of Realtors, Marin Association of Realtors

Q12

Education:

UC Santa Barbara bachelor degree

State of CA Real Estate Broker License

Q13

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

I love where I live and I'm finally in a comfortable place to have extracurriculars now that my boys are a bit older (2 and 3.5 years old)

Q14

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

Nothing comes to mind.

Q15

Upload your resume.

Respondent skipped this question

Q24

Ethnicity / Raza/etnia:

[REDACTED]

Q25

To which gender do you most identify? ¿Con qué género se identifica más?

[REDACTED]

Q26

How old are you? ¿Cuántos años tienes?

[REDACTED]

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, April 07, 2023 11:09:02 AM
Last Modified: Friday, April 07, 2023 11:18:37 AM
Time Spent: 00:09:34
IP Address: 96.86.180.17

Page 1

Q1

Contact Information

First and Last Name	Losalini Reeves
Address	[REDACTED]
City/Town	San Rafael
State/Province	CALIFORNIA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2

District 1/Southern

What district do you currently live in?

Q3

Marin Commission on Aging,
Marin/Sonoma Mosquito and Vector District,
Park and Recreation Commission,
Planning Commission

What Board would you like to apply to?

Page 3

Q7

How long have you lived in San Rafael?

13 years in Hawaii.. 4 and halfyears here in San Rafael

Q8

Respondent skipped this question

Business Information

Q9

Social Media

How did you hear about this vacant position?

Q10

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

Yes - Marin County Election

Habitat for humanity

Q11

List any civic organizations of which you are a member:

Voting community

Q12

Education:

Bit of College

Q13

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

I loved to helped and volunteered within communities I lived in.

Q14

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

N/A

Q15

Respondent skipped this question

Upload your resume.

Page 4: Demographics

Q16

Ethnicity

[REDACTED]

Q17



To which gender do you most identify?

Q18



How old are you?

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, September 05, 2023 10:43:06 PM
Last Modified: Tuesday, September 05, 2023 10:47:40 PM
Time Spent: 00:04:34
IP Address: 71.202.3.214

Page 1

Q1

Contact Information / Información del contacto

First and Last Name / Nombre y Apellido	Shingai Samudzi
Address / Dirección	[REDACTED]
City / Ciudad	San Rafael
State / estado	CA
ZIP/Postal Code / Código postal	94901
Email Address / Dirección de correo electrónico	[REDACTED]
Phone Number / Número de teléfono	[REDACTED]

Q2

District 3/Eastern / Distrito 3/Este

What district do you currently live in? ¿En qué distrito vive actualmente?

Q3

How long have you lived in San Rafael?

6 years

Q4

Business Information

Company	Asoba
Address	[REDACTED]
City/Town	San Rafael
ZIP/Postal Code	94901

Q5

How did you hear about this vacant position?

Other (please specify):

Am incumbent

Q6

Planning Commission

What Board would you like to apply to? ¿A cuál te gustaría aplicar?

Page 3

Q10

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

Housing, local business development, local entrepreneurial community (MSIV, for example)

Q11

List any civic organizations of which you are a member:

Currently on Planning Commission

Q12

Education:

BS, Decision Science - Carnegie Mellon University

Q13

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

Am currently on the planning commission, wish to serve a second term

Q14

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

None

Q15

Respondent skipped this question

Upload your resume.

Page 5: Demographics / Datos demográficos

Q24

Ethnicity / Raza/etnia:

[REDACTED]

Q25

To which gender do you most identify? ¿Con qué género se identifica más?

[REDACTED]

Q26

How old are you? ¿Cuántos años tienes?

[REDACTED]

PLANNING COMMISSION BYLAWS

ARTICLE I. NAME AND PURPOSE

Section 1.1. Name. The name of this body shall be the City of San Rafael Planning Commission, hereinafter referred to as the “Commission.”

Section 1.2. Purpose. The purpose of the Commission 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.

Section 1.3. Committee Responsibility. The Commission’s authority is decision-making.

It shall be the function and duty of the planning commission to act as a decision-making body on quasi-legislative matters including but not limited to:

- major subdivisions as delegated to the planning commission under Title 15
- conditional use permits delegated to the planning commission
- environmental and design review permits delegated to the planning commission
- appeals made by a lower body and appealed to the planning commission

It shall be the function and duty of the planning commission to act as an advisory body to the city council on legislative matters related to but not limited to the following:

- General Plan updates and amendments
- Zoning Text and Zoning Map Amendments
- Other land use item requiring City Council action

It shall be the duty of the members of the planning commission, to inform themselves on matters affecting the functions and duties of the commission and all planning matters, and, to that end, may attend training and planning conferences and the reasonable traveling expenses incidental to the attendances shall be charged 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. 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.

ARTICLE II. MEMBERSHIP

Section 2.1. Number of Members. The Commission shall consist of a total of seven (7) members as follows:

- District 1 Representative
- District 2 Representative
- District 3 Representative
- District 4 Representative
- At-large Member
- At-large Member
- At-large Member

Section 2.2. Eligibility. The Commission shall be composed of seven (7) regular voting Members, one commissioner from each district, and three at-large commissioners.

Requirements for eligibility:

1. District Representatives: Each district representative must reside in the district they represent.
2. At-Large Members: Must reside in city limits.

Section 2.3. Term Limits. Members of the Committee shall be limited to three (3) consecutive four-year terms. Additional terms may be served if there is a break between terms.

Section 2.4. Absence and Removal. An unexcused absence from two (2) consecutive Commission meetings without notification to the Staff Liaison shall be considered a voluntary resignation from the Commission. Previously dismissed Commission members may be eligible for reappointment to the Commission.

Section 2.5. Compensation. Commissioners shall serve without compensation.

ARTICLE III. MEETINGS

Section 3.1. Time and date of Regular Meeting. Notification of meeting place, date, and time shall be rendered to the public through posting on the City of San Rafael website. Regularly scheduled Commission meetings shall be the second and fourth Tuesday of each month, but these dates may be impacted by holidays. A schedule shall be approved annually by the Commission. The Commission shall meet once per month and shall be scheduled annually. The schedule for the upcoming year will be set by December of the previous year.