




**Special Meeting**  
**Agenda Item No: SM 1.b**  
**Meeting Date: October 2, 2023**

**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.

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**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, 1120.910018

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:

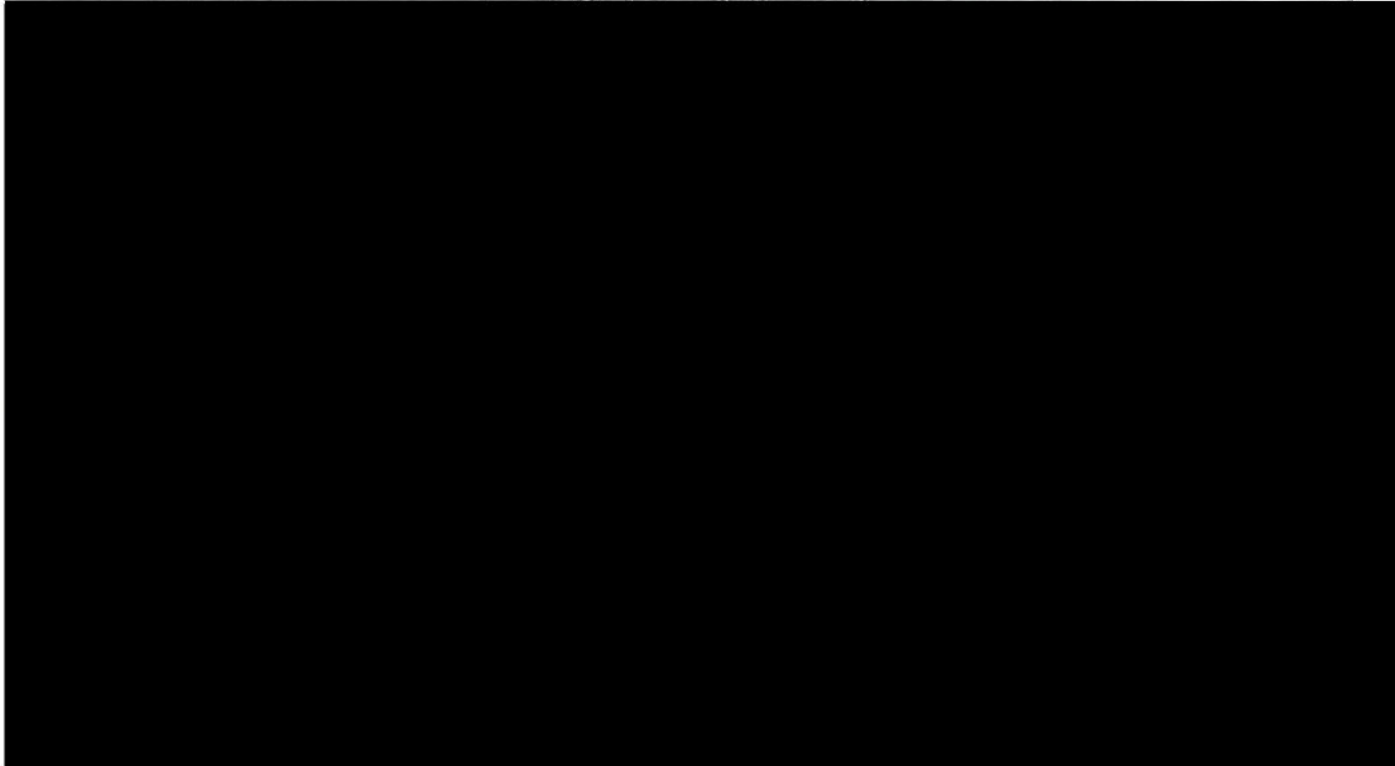
1485 oversight Sheriff depart

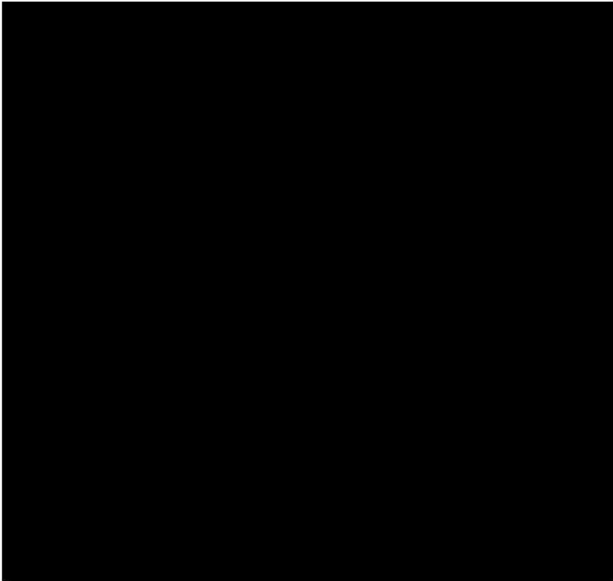
3654 prop 8, 36, 39, 47

56731 56248 2273

109 91A 2254 2933 4813PC

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.



San Rafael, CA

## Gerrod Herndon

Passionate worker and learner searching for a change in career fields and an opportunity to join a growing team.

### SKILLS

Deep knowledge of mental health services

Operational knowledge of computer applications

Exceptional ability to multitask and prioritize work

Sound ability to work independently

Excellent customer services skills

Good communication skills in both oral and written forms

Bilingual (English Farsi Arabic) (Spanish for customer service)

### EXPERIENCE

#### **Enterprise Resource Center, San Rafael Marin** - *Peer Support Specialist*

Dec 2021 - Present

- Performed heavy and light cleaning, including mopping, sweeping, glass-cleaning, and dusting
- Participated in various self-help groups and provided support to clients.
- Performed various activities on the consumer lounge and ensured a neat and clean area.

#### **Center for Employment Opportunities, San Rafael Marin** - *Highway Technician*

Sep 2021 – May 2022

- Provide landscaping and weed eating services along highways, on/off ramps, service roads, and underpasses
- Provide litter abatement services along highways, on/off ramps, service roads, and underpasses
- Beautify highways and ensure their safety for emergency vehicles
- Ensure safe passage on shoulders for emergency vehicles and motorists in distress

### **Ruby's Valley Care Home, Fresno – Janitor**

Mar 2020 - Jan 2021

- Performed maintenance and janitorial duties at several commercial and business sites
- Cleaned, sanitized and supplied restrooms
- Washed windows, glass partitions and mirrors
- Swept, mopped, scrubbed and vacuumed floors to ensure cleanliness
- Collected and transported garbage to sanitation pick-up areas
- Emptied wastebaskets and transported trash to disposal areas

### **McDonald's, Novato – Server**

Jan 2014 - May 2014

- Performed maintenance and janitorial duties at several commercial and business sites
- Cleaned, sanitized and supplied restrooms
- Washed windows, glass partitions and mirrors
- Swept, mopped, scrubbed and vacuumed floors to ensure cleanliness
- Collected and transported garbage to sanitation pick-up areas
- Emptied wastebaskets and transported trash to disposal areas

### **State of CA - Printing Press**

Jan 2006 - Jan 2013

- Collected and inspected random samples during print runs to identify any necessary adjustments.
- Examined job orders to determine quantities to be printed, stock specifications, colors, or special printing instructions.
- Verified that paper and ink meet the specifications for a given job.
- Started presses and pull proofs to check for ink coverage and density, alignment, and registration.
- Fed paper through press cylinders and adjust feed and tension controls.

## **EDUCATION**

**HS Diploma, Vallejo High School – 1999**

**Paralegal Diploma, Blackstone (GATE) – 2010**

**College of Marin, Marin CA – *Classical Music***  
Undergrad cont'd

**Santa Rosa Junior College, Santa Rosa CA – *Counseling Health and Philosophy***  
Undergrad cont'd

**Fresno Pacific University, Fresno, CA**

**Coastline Community College, Fountain Valley, CA**

## **CERTIFICATES AND LICENSES**

**Fresh Start Culinary Program**  
2016

**California Psychiatric Transition (CPT)**  
2016 Graduated

**Breaking Barriers**  
2013 Graduated

**PASS – Psychology Academic SF**  
2013 Graduated

**ABA – Occupational Therapy**  
2013 Graduated

## **Courses Taken**

Exodus Course – graduated

ABA Occupational therapy class – graduated

Counseling – graduated

Health and Philosophy – graduated

Sexual Harassment Certificate – graduated

Psychology – graduated



#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

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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

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**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**

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**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.

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**Q11**

List any civic organizations of which you are a member:

Currently not a member in San Rafael

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**Q12**

Education:

Masters in Human Resource Management - Ohio State University

Bachelors in Engineer - SRM University/University of Wisconsin

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**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.

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**Q14**

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

None

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**Q15**

Upload your resume.

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

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Page 5: Demographics / Datos demográficos

**Q24**

Ethnicity / Raza/etnia:

[REDACTED]

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**Q25**

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

[REDACTED]

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**Q26**

How old are you? ¿Cuántos años tienes?

[REDACTED]

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**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

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**Last Modified:** Wednesday, September 27, 2023 11:57:40 AM  
**Time Spent:** 00:24:09  
**IP Address:** 24.23.171.245

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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]

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**Q2**

District 2/Western / Distrito 2/Oeste

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

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**Q3**

How long have you lived in San Rafael?

10 years

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**Q4**

Business Information

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

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**Q5**

**City Manager's Newsletter**

How did you hear about this vacant position?

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**Q6**

**Planning Commission**

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

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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

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**Q12**

Education:

BArch Cal Poly San Luis Obispo

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**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.

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**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.

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**Q15**

Upload your resume.

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

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Page 5: Demographics / Datos demográficos

**Q24**

[Redacted]

Ethnicity / Raza/etnia:

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**Q25**

[Redacted]

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

---

**Q26**

[Redacted]

How old are you?¿Cuántos años tienes?

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## 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

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Page 1

**Q1**

Contact Information / Información del contacto

First and Last Name / Nombre y Apellido	Danielle Mahoney
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]

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**Q2**

District 3/Eastern / Distrito 3/Este

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

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**Q3**

How long have you lived in San Rafael?

3 years

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**Q4**

Business Information

Company	San Francisco Rental Concierge
Address	320 Point San Pedro Road
City/Town	San Rafael
ZIP/Postal Code	94901

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**Q5**

How did you hear about this vacant position?

Other (please specify):

City website

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**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**

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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.

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**Q11**

List any civic organizations of which you are a member:

National Association of Realtors, Marin Association of Realtors

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**Q12**

Education:

UC Santa Barbara bachelor degree

State of CA Real Estate Broker License

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**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)

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**Q14**

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

Nothing comes to mind.

---

**Q15**

**Respondent skipped this question**

Upload your resume.

---

**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

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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	<b>Shingai Samudzi</b>
Address / Dirección	[REDACTED]
City / Ciudad	<b>San Rafael</b>
State / estado	<b>CA</b>
ZIP/Postal Code / Código postal	<b>94901</b>
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	<b>Asoba</b>
Address	[REDACTED]
City/Town	<b>San Rafael</b>
ZIP/Postal Code	<b>94901</b>

---



**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.