2021 Applications for Culver City Commissions, Boards, and Committees

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Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Civil Service Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Stewart
First Name

Bubar
Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

34

Primary Phone

Alternate Phone

Retired

Employer

Job Title

Stewart Bubar
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Member, Culver City Board of Education 1995-2005 Clerk, Vice President, President Volunteer, UCLA Hospital 2017-present Docent, Holocaust Museum LA 2017-present

Stewart Bubar
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:


Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

M.S. Counseling B.A. Biology Administrative and Secondary Teaching Credentials

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Be aware of civil service rules and regulations. Advise City Council as to adherence or lack of adherence to civil service rules. Participate in hearing related to grievances and/or violations of rules and regulations

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I believe that my experience and training has prepared me to be a productive member of this commission. I am committed to Culver City and I would like to be a part of its successes. This commission seems to be the best fit considering my background.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

At my school, in addition to teaching Science, I trained Peer Counselors and Mediators. I conducted mediations between students and between teachers. On the school board, I participated and/or presided over expulsion and personnel hearings when we were doing our own.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I envision fulfilling my role on the commission by being a well-informed, fully active participant.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

None

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I am retired, so I have plenty of time to review materials in preparation for meetings.

Stewart Bubar
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

By Mail:                                           Office of the City Clerk
                                                     9770 Culver Blvd.
                                                     Culver City, CA 90232

By Fax:                                             (310) 253-5830

By Email:                                          city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk's Office, by fax or email as indicated above, or by phone at (310) 253-5851.

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**Outreach Question**

The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook/Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

* Facebook/Twitter

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**Supplemental Questions**

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**Thank You**

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are
eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Civil Service Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Samantha Mensah

Email Address

Street Address

City

State

Postal Code

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

3

Primary Phone

Alternate Phone

UCLA

Graduate Student Researcher

Samantha Mensah
Are you a Culver City business owner/operator?

○ Yes  ○ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

○ Yes  ○ No

Qualifications and Experience

Have you ever worked for the City of Culver City?

○ Yes  ○ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

○ Yes  ○ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

None so far

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

UCLA - Graduate Student Researcher (2017 - present)

Samantha Mensah
Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

To advise the City Council on all matters concerning the civil service system and recommend adoption of amendments to the Civil Service Rules

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I would like to become more involved in local government.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have a lot of experience in organizing and community building.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

By attending all meetings and working with my colleagues.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

One

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

10-20 hours

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

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Outreach Question

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☐ Website/Email

Supplemental Questions

Thank You

The City Clerk’s Office encourages all interested persons to apply for all positions in which they have an interest!

Samantha Mensah
Samantha Theresa Mensah

EDUCATION

**University of California Los Angeles**  Ph.D. in Materials Chemistry  2023 (anticipated)

**University of California Los Angeles**  Masters in Materials Chemistry  2019

**University of Central Florida**  B.S. in Chemistry, Minor in Nanoscience and Nanotechnology  2017

TEACHING

**University of California, Los Angeles**  Graduate Teaching Assistant  Sep 2017 – June 2018

Course: Organic Chemistry Lab

**University of Central Florida**  Undergraduate Teaching Assistant  Jan 2013 – Dec 2015

Courses: General Chemistry, Analytical Chemistry

RESEARCH

**University of California Los Angeles, Los Angeles, CA** Department of Chemistry and Biochemistry, California NanoSystems Institute  Sep 2017 – present

Graduate Student Researcher, Advisers: Prof. Anne M. Andrews, Prof. Paul S. Weiss

- Developing multiplexed aptamer-based field-effect transistor biosensors (FETs) enabled by an electrochemically addressable and redox active self-assembled monolayer
- Studying structure-function relationships of novel aptamers using cyclic voltammetry, surface enhanced Raman spectroscopy, circular dichroism spectroscopy, and influence on FET biosensor performance

**University of California Los Angeles, Los Angeles, CA** Center for Education Innovation and Learning in the Sciences, Center for Integration of Research, Teaching and Learning  July 2020 – Sep 2020

Graduate Student Researcher, Adviser: Dr. Rachel Kennison

- Taught and developed curriculum for UCLA faculty and graduate/medical students on anti-racism workshops, inclusive pedagogy practices

**Lockheed Martin, Sand Lake, FL** Missiles and Fire Control  Oct 2015 – Aug 2017

College Work Experience Program Intern, Adviser: Dr. Clara Rivero-Baleine

- Worked on synthesis of gradient-index optics via controlled growth of nanocrystals in glass-ceramic matrices by thermal and laser annealing, characterized chalcogenide glass using spectroscopic methods (FTIR, Raman)

**University of Central Florida, Orlando, FL** Department of Chemistry  Jan 2013 – Aug 2017

Undergraduate Research Assistant, Adviser: Prof. Karin Chumbimuni-Torres

- Achieved nanomolar ion detection limits on paper-integrated ion-selective electrodes by tuning the polymeric ion-selective membrane matrix as well as the paper substrate
- Synthesized methacrylic-acrylic copolymers using free-radical and ATRP methods to elucidate correlation between coefficient of diffusion and monomer mass distributions by characterization through GPC, NMR, and TGA and application in potentiometric microelectrodes
- Investigated development of non-conditioned polymeric ion-selective electrodes for improved field applicability
- Explored mutimodal potentiometric and optical detection of Hg$^{2+}$ ions using a novel squaraine dye ionophore
- Conceived and began project for development of high throughput wearable microfluidic sensors for potentiometric detection of electrolytes
**University of California San Diego, La Jolla, CA** Department of NanoEngineering, Center for Wearable Sensors

**Visiting Undergraduate Research Assistant**, Adviser: Prof. Joseph Wang
- Screen-printed electrochemical sensors on **wearable platforms** for improved *in vitro* detection of metabolites and electrolyte in sweat, characterized sensor performance using potentiometry, amperometry, and voltammetry

**University of Paris VI (University Pierre and Marie Curie) / Centre National de la Recherche Scientifique, Paris, France** Institut Parisien de Chimie Moleculaire

**NSF Research Experience for Undergraduates Fellow**, Advisers: Dr. Fabrice Mathevet, Prof. David Kreher
- Synthesized novel *mesogenic conducting oligomers by Stille coupling* to develop organic electronic devices with unique electronic properties, characterized oligomer chemical and optical properties via **POM, $^1H$ NMR**

**Everix Optical Fibers, LLC, Winter Park, FL**

**Intern**, Adviser: Dr. Hooman Banaei
- Conducted research for the development of transparent **core-shell functionalized metal oxide nanocomposites** of several polymers (*olefins, methacrylates*) to achieve tunable refractive indices for **gradient index optics**

**GRANTS**

1. **UCF Undergraduate Research Grant** “Ready-to-use Paper Ion-Selective Electrode for Trace Ion Detection” ($500)  Nov 2015
2. **UCF Undergraduate Research Grant** “Development of Ultrasensitive Ion-Selective Electrodes for Fluoride, Mercuric, and Zinc Ions, Using Novel Ionophores” ($500)  Nov 2013

**PUBLICATIONS**

**Articles in Refereed Journals**


**Patents**


**Oral Presentations**


2. Southeastern Regional Meeting of the American Chemical Society “Novel aptamers for serotonin and dopamine sensing on field-effect transistors”  Oct 2019


RESEARCH-RELATED EXPERIENCE

Enago Proofreading Services
Freelance Scientific Manuscript Editor
- Copiedited and proofread chemistry journal articles written by the international research community
- Corrected spelling, grammar, punctuation, syntax, word usage, and terminology
- Revised poorly-structured sentences and paragraphs to improve readability and conciseness

University of Central Florida, Orlando FL Office of Undergraduate Research
Student Undergraduate Research Councilwoman
- Mentored current and prospective undergraduate researchers, promoted undergraduate research by speaking at workshops, orientations, classroom visits, and other engagements
- Acted as a liaison between the student body and the Office of Undergraduate Research, participated in advising the office in student researchers’ needs

HONORS & AWARDS

Graduate Council Diversity Fellowship, UCLA Apr 2020
Chemistry-Biology Interface Training Program, UCLA Mar 2018
National Science Foundation Graduate Research Fellow Mar 2017
Order of Pegasus Nominee, UCF Nov 2016
Best Undergraduate Poster Award, NOBCChE Nov 2016
Winifred Burks-Houck Undergraduate Leadership Award, NOBCChE Oct 2016
National Science Foundation STEAM Exhibition Featured Researcher, UCF Apr 2016
Ronald E. McNair Scholar, UCF Feb 2015
National Science Foundation CAMP-YES Research Fellowship, UCF          Oct 2014
Martha Hitt Emerging STEM Scholars Scholarship, UCF                  Apr 2014
Showcase of Undergraduate Research Excellence—1st Place in Physical Sciences, UCF Apr 2014
Bright Futures Florida Medallion Scholarship                         May 2012

PROFESSIONAL AFFILIATIONS

American Chemical Society

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<td>UCLA Science Policy Group, Member</td>
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<tr>
<td>#BlackInChem, Co-Founder, Co-Organizer</td>
<td></td>
<td>Aug 2020</td>
</tr>
<tr>
<td>UCF Society of Emerging Nanoscience and Technology</td>
<td></td>
<td>Sep 2015 – Aug 2017</td>
</tr>
<tr>
<td>NOBCChE Secondary Education Committee, Member</td>
<td></td>
<td>Nov 2015 – Aug 2017</td>
</tr>
<tr>
<td>UCF Undergraduate Research Society, Founder, Secretary</td>
<td></td>
<td>Mar 2015 – Aug 2017</td>
</tr>
<tr>
<td>American Chemical Society, UCF Student Chapter, Member</td>
<td></td>
<td>Aug 2013 – Aug 2017</td>
</tr>
<tr>
<td>Internet Science and Technology Fair 2016, Judge</td>
<td></td>
<td>Mar – Apr 2016</td>
</tr>
<tr>
<td>Forensic Electrochemistry Lab, Seminole County Libraries, Camp Instructor</td>
<td></td>
<td>Mar 2016</td>
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<tr>
<td>NOBCChE STEM Weekend Science Bowl, Volunteer</td>
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<td>Sep 2015</td>
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<tr>
<td>UCF Center for Initiatives in STEM “STEM Day”, Volunteer</td>
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<td>Jan 2015</td>
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<td>Fizz-Boom Lab, Seminole County Libraries, Camp Instructor</td>
<td></td>
<td>May 2014–Aug 2014</td>
</tr>
<tr>
<td>Orlando Science Center, Volunteer</td>
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<td>Mar 2014–Aug 2014</td>
</tr>
</tbody>
</table>
Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

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• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are...
eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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Which Boards would you like to apply for?

Civil Service Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Peter Stern
First Name

Last Name

Email Address

Street Address

City

State

Postal Code

Suite or Apt

Primary Phone

Alternate Phone

Retired

Employer

Educator

Job Title

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

43 years

Peter Stern
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

None

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Past member of Culver City Rock and Mineral Club and have served as co-coordinator with show participants at annual rock and gem show. Member of CERT and CCARES and volunteer time as a CERT member and ham radio operator to the City.

Peter Stern
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

36 years of teaching with Los Angeles Unified Schools. Property and casualty insurance sales for ten years with James P. Bennett & Co., Santa Monica. This was a second job to help support the growing family.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Hold valid lifetime California teaching credential. Hold masters degree in psychology and teaching plus many extra hours of education. Have held California insurance property and casualty license.

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Guidelines have been established and published for City employees and these guidelines shall be used to adjudicate grievances brought before the Commission. Discussion of a case among members of the Commission, using the established guidelines, will result in a final resolution which will then be sent to the City Council.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

Citizens should serve the community in which they live. I am especially interested in the Civil Service Commission as it oversees employees who work for the citizens of Culver City. A professional atmosphere in the workplace is essential to employee productivity and I believe the Commission serves to provide guidance and compliance with workplace rules to our employees.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

My training includes proper representation of employee standards and professionalism to the public and the city which I served. My professional licenses required me to be up to date on Federal and State law as it relates to being a public employee and an insurance professional. I am interested in serving my community as I do believe in citizen involvement. I have been a liaison between staff and administration for staff who felt policy or other requests were improper or unfair. As grade level chair person I needed to arrive at a consensus from staff as to how curriculum was to be developed and then report to our site administrator. While involved with insurance, it was my job to be a liaison between insurance companies and my clients. While it is difficult to please everyone, fair and equitable is the only way to arrive at a decision.

Peter Stern
How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

The City Council calls upon the Civil Service Commission to give input and guidance for up-to-date comparative employee compensation, employee complaints and discipline and current changes in employment law. It shall be my job to keep current on federal and state law changes and to research law as pertains to any employee actions take by the Commission.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

several

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

The time required will be dictated by pending actions before the Commission. I will give the time needed to properly prepare for any and all meetings.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I am a homeowner in Culver City and appreciate the hard work of our City employees. A fair and equitable workplace is a must for employees to perform at their best. A citizen oversite committee is a wonderful way to provide guidance to our employees which in turn keeps our city running smoothly and serves to extract the best performance from our employees. I look forward to being a part of this process.
Question applies to multiple boards

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☑ Website/Email

Supplemental Questions

Thank You

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Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

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**Which Boards would you like to apply for?**

**Cultural Affairs Commission: Submitted**

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

---

**Richard Frezza**

**First Name**

**Last Name**

**Email Address**

**Street Address**

**Suite or Apt**

**City**

**State**

**Postal Code**

**Primary Phone**

**Alternate Phone**

**citysense Design**

**Employer**

**owner**

**Job Title**

---

Are you a Culver City resident?

- Yes  - No

If you are a resident of Culver City, please list how many years:

**19 years**

---
Are you a Culver City business owner/operator?

- Yes  - No

If you are a Culver City business owner/operator, please list how many years.

5 years

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  - No

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  - No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  - No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I greatly enjoyed participation in the art fairs that were an annual event years ago. This is an area I personally hope can occur again as we move into public events again.

Richard Frezza
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:


Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Pratt Institute; Bachelor of Architecture. Studied photography, art history. UCLA; Urban Design Graduate Program. Focus on enlivening street life.

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Add to the progress of Culver City as a vibrant, rapidly changing city. Promote both the history and future as CC gains national recognition.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

As a long-time resident, I feel the city could be connected better. I would like to add visual elements that identify the various districts and neighborhoods. Downtown, the Platform, the civic area - library, high school, culver city park (overlook), culver crest, etc.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

My background includes city planning, and involvement in the arts. My employment included work for major clients, in Culver City, United Artists and Sony Pictures. I look forward to connecting with the new major companies moving into the city, to establish their involvement in cultural activities.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I am an organized and creative person who would listen and learn first in this position. Establishing and carrying out programs have formed the basis for my career as a project management professional.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

Attendance for me was mostly during the period the new plaza at the Culver Hotel was being proposed and presented. Participated with Johnson Fain architects in working sessions.
How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

Certainly 50 hours, or as required for meeting preparation.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

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Outreach Question

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☑ Website/Email

Supplemental Questions

Thank You

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**Which Boards would you like to apply for?**

Cultural Affairs Commission: Submitted

**If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.**

<table>
<thead>
<tr>
<th>Walter Mees, Jr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name: Walter</td>
</tr>
<tr>
<td>Last Name: Mees, Jr.</td>
</tr>
<tr>
<td>Email Address:</td>
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<td>Street Address:</td>
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<td>City:</td>
</tr>
<tr>
<td>State:</td>
</tr>
<tr>
<td>Postal Code:</td>
</tr>
<tr>
<td>Primary Phone:</td>
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<tr>
<td>Alternate Phone:</td>
</tr>
<tr>
<td>Employer: retired from Palisades Lutheran Church of Pacific Palisades</td>
</tr>
<tr>
<td>Job Title: Pastor</td>
</tr>
</tbody>
</table>

**Are you a Culver City resident?**

- Yes  
- No

**If you are a resident of Culver City, please list how many years:**

- 43 years
Are you a Culver City business owner/operator?

○ Yes  ○ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

○ Yes  ○ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

○ Yes  ○ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

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Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

○ Yes  ○ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Due to my previous employment, I have done virtually nothing in Culver City until now, though in 2019, I volunteered at Festival La Ballona in the booth provided by the church of which I am a member. I also volunteered for a few months in the "Grace Diner" project at my church to feed people in conjunction with "Feed Culver."

Walter Mees, Jr.
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

I was one of the pastors of Palisades Lutheran Church in Pacific Palisades from January of 1982 until October until 2016 when I retired.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

High School: San Marino High School - graduated in 1964  College: California Lutheran (now) University - BA in 1968  Seminary: Evangelical Lutheran Theological Seminary of Columbus, Ohio - MDiv in 1974  Masters in Philosophy from UCLA in 1981

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

I gather from the website that the Cultural Affairs Commission has something to do with overseeing cultural activities in Culver City, facilitating organizations and individuals who seek to contribute to the cultural life of our city. Though my personal cultural endeavors have more to do with music than art, I am very much interested in encouraging cultural endeavors in Culver City, especially as we emerge from this time of lockdown and curtailment of cultural events.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I believe Culver City can be even more encouraging of cultural endeavors than it currently is, and would very much want to help make that happen.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

Well, I have played the clarinet since I was 10 years old, and sung since the age of five. I am involved in music in a number of ways, but these days my primary activity is to sing bass in a barbershop quartet and chorus. As a consumer of culture, my wife and I have had season tickets at Disney Hall as well as following certain musicians and artists with whom we have become acquainted. I could imagine introducing some of them to Culver City, should that not be some sort of conflict of interest.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

First I would listen and inform myself much more regarding those objectives and goals, and then I would seek to collaborate with other members of the commission to further those goals and objectives. I do not come to the commission with a personal agenda or any other preconceived motives, other than to help recover from the pandemic's terrible effect on public life here in Culver City.

Walter Mees, Jr.
How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended none. I would join the group as a "blank slate" to learn before making an impact.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I have quite a bit of free time since retiring, so could envision giving whatever time for meetings and preparations is needed to get the job done.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I think this about covers my interest in serving Culver City in this way.

Please upload a file to attach supplemental information, if desired.

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☐ Word of Mouth

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Walter Mees, Jr.
Thank You

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• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

**Which Boards would you like to apply for?**

**Cultural Affairs Commission: Submitted**

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

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**Leora O'carroll**

**First Name**

**Last Name**

**Email Address**

**Street Address**

**Suite or Apt**

**City**

**State**

**Postal Code**

**Primary Phone**

**Alternate Phone**

**Employer**

**Job Title**

---

Are you a Culver City resident?

- Yes
- No

If you are a resident of Culver City, please list how many years:

- 5

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Leora O'carroll
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Advisory Board (current), California Dance Institute - a non-profit, arts education program in dance and music serving over 1600 public school children in 10 public schools throughout Los Angeles.

www.californiadanceinstitute.org Volunteer, CCUSD: Culver City Middle School (various) Culver City High School - Orchestra Lin Howe Elementary (various) Past community service includes: Music Volunteer at various elementary schools in Los Angeles and in Jamaica, West Indies. Volunteer orchestra member in many community orchestras including Pacific Palisades Orchestra, Lawyers Orchestra (NYC), and New Amsterdam Symphony Orchestra (NYC).

Leora O’carroll
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Please see attached resume.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

B.A., Oberlin College and Conservatory 1987. Oberlin, OH. Double Major in Music Performance (Viola) and Anthropology

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

To advocate, promote and implement cultural activities and programs in fine arts, visual arts, performing arts, history and arts education to further enhance and enrich the lives of Culver City residents of all ages. To continue to highlight and make relevant the importance of cultural activities and programs in our community. To continue to strengthen arts education programs with our youth as a way for them to positively express themselves and learn vital life skills.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I would like to actively be involved in helping to continue the important work of the Cultural Affairs Commission and contribute my experience, knowledge, and organizational skills in the arts and film and tv production to ensure that we continue to advocate, promote, support and implement cultural activities and programs for all of our Culver City residents.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

Strong background in the Arts: I was born into a family of professional musicians and dancers, and so I had the opportunity to be exposed to the Arts all of my life, developing a solid knowledge of the different disciplines and an appreciation of how vital a role the Arts play in our lives. My arts education continued at Oberlin College and Conservatory where I earned a BA in Music Performance (Viola) and Anthropology. Strong Organizational Skills: Both as a television producer and music camp director, I've employed my strong organizational skills and attention to detail to ensure that the multiple elements of a project are executed properly and in a timely manner. My attached resume provides further detail.

Successful Track Record of Advocating and Implementing an Arts Program: I created, launched and organized a music camp remotely from Culver City, in a developing nation, Jamaica, West Indies, where there are many challenges including lack of technology, communications and funds. I fostered partnerships with The National Youth Orchestra of Jamaica, The Jamaican Cultural Development Commission and Musicians Without Borders. More than half of the campers attended on full scholarship from Jamaica's underserved communities. Recruiter of Talent: As an Advisory Board Member of the California Dance Institute, I recruited actress (and former dancer) Jane Seymour to host our Gala performance. As Director of Jamaica Music Camp, I recruited various prominent musicians to give masterclasses and perform with our campers including French Horn great Barry Tuckwell OBE, The Voice winner Tessanne Chin and KUSC host Alan Chapman.

Leora O'carroll
How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I envision fulfilling the objectives and goals of the Cultural Arts Commission, by listening, preparing, actively participating and following through on the different programs and events that the Commission may develop, review, implement and promote. With my arts background and knowledge, I am comfortable serving in an advisory capacity as I do at the non-profit arts education program, California Dance Institute. I appreciate the importance of working with the City Council and fulfilling any requirements that they may have in relation to the Commission and working as a team with my fellow commissioners. Additionally, I always try to remain current on performers and artists and trends in the arts and arts education programs.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

While I have not attended meetings in person, I have discussed the role and responsibilities of the Cultural Arts Commission with Chair Tania Fleischer, whom I know through volunteering for the Culver City High School orchestra.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I'm not working full time so I do have the required time to review materials and always come prepared for meetings.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Here is a performance from my arts youth initiative, Jamaica Music Camp, of Hamilton's My Shot: https://www.youtube.com/watch?v=4i3UW6FMgwk

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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9770 Culver Blvd.
Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk's Office, by fax or email as indicated above, or by phone at (310) 253-5851.

Outreach Question

Leora O'carroll
The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☐ Facebook/Twitter

Supplemental Questions

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
LEORA O’CARROLL

AREAS OF EXPERTISE

- Arts Programming
- Project Management
- Arts Administration
- Event Planning
- Concert Production
- Budgeting
- Arts Education
- TV & Film Production

HIGHLIGHTS OF QUALIFICATIONS

- Broad cultural arts knowledge of music, dance, film, literary and visual arts.
- Proven track record of successfully developing, planning and implementing cultural arts programs.
- Excellent interpersonal, presentation, verbal and written communication skills.
- Ability to effectively work with a diverse range of individuals and external partners including government agencies, community groups, artists, arts organizations, and the public.
- Meticulous organizational skills and tenacity employed in cultural arts programming, project management and production.
- Proficient in Microsoft Word, Power Point and Excel.

PROFESSIONAL EXPERIENCE

Advisory Board Member, California Dance Institute, Los Angeles 2016-present
Provide professional input on a volunteer basis for non-profit arts education program helping over 1600 children in ten public schools throughout Los Angeles. Recruited actress Jane Seymour to host gala show.

Co-Author, Maureen O’Carroll: A Musical Memoir of an Irish Immigrant Childhood 2019-2020
Co-wrote, published and managed promotion of book.

Founder & Director, JAMAICA MUSIC CAMP, Montego Bay & Culver City 2013-2018
Launched and led international non-profit cultural arts initiative for young musicians.
- Developed, planned and executed all elements for elaborate 10-day cultural arts event on the island of Jamaica. Established government and international partnerships. Planned and managed budgets. Organized funding, venues, accommodation, catering, equipment and instruments. Created arts curriculum and programming. Recruited world-class special guests including French Horn great Barry Tuckwell, AC, OBE, NBC’s The Voice winner Tessanne Chin and KUSC host Alan Chapman. Hired and supervised teaching artists and staff. Planned and hosted concerts, masterclasses and receptions. Developed donor base so that more than half of the campers could attend on full scholarship. Obtained press coverage including in The New York Times travel blog.
PRODUCTION - FREELANCE, Los Angeles 2003-2013

Executive Producer - Preschool Educational Animated TV series, *Gilbert the Garbage Truck*
Created and developed an animated educational preschool TV series with a green message.


Production Consultant - Blue Lizard Media
Developed national educational television series on financial literacy for young adults.

Independent Producer & Field Director
Supervised productions, directed shoots, and developed projects. Conducted interviews with various individuals including Joe Biden, Shaquille O’Neal, Norman Lear, Burt Bacahrach and Spiderman director Samuel Raimi. Clients included IMG (International Management Group), GRAMMY Foundation, Discovery Channel, Lifetime Television, GQ Man of the Year Awards and Feury Grant Entertainment.

PRODUCTION - IMG, New York 1997-2002

Senior Producer, WOMEN’S HEALTH SERIES hosted by Chris Evert & Lynn Redgrave
Supervised production of the nationally syndicated, multi award-winning television series.

- Oversaw all phases of production, managed budgets, hired production teams and developed content. Series was so successful that funding for the initial three hour-long programs was expanded to ten.

Series Producer & Writer, IMAGES: A CENTURY IN REVIEW with Walter Cronkite
Led the international co-production of the highly-acclaimed series on the Twentieth Century.

- Collaborated with international co-producers TWI London and British Pathé. Supervised staff in NY and London. Managed budget. Recruited host Walter Cronkite, wrote his script and directed him on-camera and for voice-overs. Edited series in London.

Producer & Writer, 4 STORIES
Produced and wrote stories for WNBC news magazine program hosted by Maurice DuBois.

- Nominated for NY Emmy Award for Outstanding Societal Concerns Programming.

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**Key Awards & Honors**

- Clarion Award, Association for Women in Communications - *Women’s Health Series*
- National Health Information Awards (six awards) - *Women’s Health Series*
- Media Award (two), National Mental Health Association - *Women’s Health Series*.
- NY Emmy Award nomination - Outstanding Societal Concerns Programming, *4 Stories*.

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**Education**

OBERLIN COLLEGE AND CONSERVATORY, Oberlin, OH
Bachelor of Arts. Double Major in Music Performance (Viola) and Anthropology.
Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

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Which Boards would you like to apply for?

Cultural Affairs Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

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<th>First Name</th>
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<tr>
<td>Adam</td>
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Are you a Culver City resident?

- [ ] Yes  - [ ] No

If you are a resident of Culver City, please list how many years:

13

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<th>Primary Phone</th>
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<tr>
<th>Employer</th>
<th>Job Title</th>
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</thead>
<tbody>
<tr>
<td>Southern California Edison</td>
<td>Manager, Archaeology Program</td>
</tr>
</tbody>
</table>

Adam Sriro
Are you a Culver City business owner/operator?

- Yes  - No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  - No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  - No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  - No

If yes, please explain:
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Commissioner, California State Historical Resources Commission (Chairperson 2018-2020; Vice Chair 2021-present). I received a gubernatorial appointment to the State Historical Resources Commission (SHRC) in 2017 as a commissioner covering the field of archaeology. The SHRC is a nine-member state review board responsible for reviewing applications for listing historic and archaeological resources on the National Register of Historic Places, the California Register of Historical Resources, California Historical Landmarks, and California Points of Historical Interest. The California State Historic Preservation Officer serves as Executive Secretary to the SHRC. Member, Society for California Archaeology Member, Society for California Archaeology Legislative Affairs Committee Member, Society for American Archaeology

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Southern California Edison, Rosemead, California (2002-Present). Manager, SCE Archaeology Program (2010-Present). Manager of archaeological, historical, architectural, and paleontological resource compliance across SCE’s 50,000 square mile service territory. Please see attached resume for details. Thanks!

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

RPA, Registered Professional Archaeologist (2002-present) M.A., Cultural Resources Management, Sonoma State University, Rohnert Park, California, 2002 B.A., Anthropology (Emphasis in Archaeology), University of California, Santa Barbara, 1995

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The Cultural Affairs Commission oversees all aspects of art, culture, and associated educational opportunities for Culver City. It is an important, and often times overlooked, aspect of a City’s balanced and open-minded community. In addition to the advisory role the Cultural Affairs Commission holds with the City Council, they also ensure programs related to the arts are funded and well executed.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I am a firm believer in public service. We rely so much on our municipality and its tools to keep the community enriched, informed and protected...this is a productive and rewarding way to give back. Further, Culver City is a special place for me and my family. I could not think of a better way to help shape the future of arts and culture for my children than to actively participate via the Cultural Affairs Commission.
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have an extensive background in cultural resources management, historic preservation, and regulatory compliance. I hope that my experience with state and federal agencies, private industry, and the California State Historical Resources Commission gives me the experience and qualifications to provide input on short and long-term Cultural Affairs Commission goals. I feel that I can add value to existing programs and help develop new initiatives that add benefit to the Commission and the City.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I would fulfill the Cultural Affairs Commission objectives and goals by preparing for meetings, participating in its decision-making process, providing informed decisions to the City Council or other governing bodies, and serving as an advocate Culver City's art and culture programs.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

One in person, and many more virtually. If I had a schedule conflict, I’ve listened to the available video of the meeting.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

Easy answer is...as much time as needed. Being prepared for meetings should be a primary function of any commissioner.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I appreciate the opportunity to submit an application for the Cultural Affairs Commission. Thanks for your consideration!
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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Outreach Question

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☐ Website/Email

Supplemental Questions

Thank You

The City Clerk’s Office encourages all interested persons to apply for all positions in which they have an interest!
ADAM SRIRO

Summary
I am currently the Archaeology Program Manager in SCE’s Environmental Services Department. As a cultural resource manager specializing in state and federal laws/regulations, my experience is in developing high level compliance strategies and programs, and conveying those programs to technical/non-technical audiences. I have been particularly effective in that role by developing and implementing compliance guidance, streamlined processes for enterprise-wide projects and programs, and federal agency programmatic permitting for operations/maintenance and wildfire mitigation. Additional strengths include:

- Tribal Coordination
- Public Outreach
- Historic Preservation
- Staff Development
- Regulatory Compliance
- Building Agency Relationships
- Program Development
- Environmental Permitting
- Programmatic Permitting
- Risk Management
- Legislative Review
- Strategic Planning

Professional Experience

Southern California Edison, Rosemead, California 2002-Present
Manager, Archaeology Program 2010-Present

Manager of archaeological, historical, architectural, and paleontological resource compliance across SCE’s 50,000 square mile service territory.

- Provide company-wide cultural and paleontological resource compliance governance and oversight for federal, state, and local laws/regulations (NEPA, NHPA, CEQA, ARPA, NAGPRA, etc.).
- Design and implement cultural resources management programs for long-term Special Use Permits on BLM, USFS, and NPS managed lands.
- Perform and oversee tribal coordination and public outreach on numerous projects, including San Onofre Nuclear Generating Station Decommissioning and temporary spent fuel storage.
- Serve as Point of contact for California SHPO, SHRC, Native American Heritage Commission, and federal agencies on cultural resource compliance requirements.
- Create streamlined cultural resource reporting documentation for federal agencies.
- Develop programmatic reporting to support operations and maintenance and wildfire mitigation.
- Create strategic direction for the Archaeology Program in alignment with SCE goals.
- Manage the Archaeology Program Overhead and Expense annual budget.
- High level strategic planning of cross-functional programs (archaeology, biology, water quality).
- Provide cultural resource technical guidance and legislative review to SCE Organizational Unit partners (Law, Regulatory Affairs, Local Public Affairs, Transmission and Distribution, Corp. Comm.).
- Develop contracting strategies by designing and executing on-call Request for Proposals.
- Oversee performance of five on-call contracts supporting small and large capital projects.
- Design and implement historic electric infrastructure compliance program for built environment.
- Manage SHPO Assistance Agreement to expedite SCE project reviews.
- Oversee Historic Properties Management Plan requirements.
- Supervise and create Environmental Awareness Training Program modules.
- Review National Register of Historic Places/California Register of Historical Resources nominations.
- Support development of Environmental Clearance web-based electronic platforms.
- Managed up to nineteen direct reports, focusing on staff mentoring and skillset development.

Technical Specialist: Senior Archaeologist 2002-2010

- Designed and managed the Tehachapi Renewable Transmission Project (TRTP) Cultural Resources Program ($10M Cultural Program Budget, 240 Linear Miles, 11 Utility Corridor Segments).
- Co-authored federal Programmatic Agreement documents to meet TRTP accelerated schedules.
- Developed and implemented mitigation strategies in accordance with three TRTP Project EIR/EISs.
- Senior archaeologist for numerous capital projects and operations and maintenance programs.
- Consulted with regulatory agencies, Native Americans, municipalities, and project stakeholders.
Conducted archaeological and historical resources investigations.  
Budgeted, planned, and directed archeological field research throughout SCE’s service territory.  
Prepared and reviewed state and federal technical reports, identified resource impacts/effects, and formulated avoidance and mitigation measures to comply with applicable regulations.

**SCE Accomplishments**
- USFS Heritage Resources Mgmt. Plan
- Cultural Resources Corporate Standard
- Agency Programmatic Permit Team Member
- 19 Years Conducting Env. Awareness Training
- Leader of ESD Safety Team
- TRTP Programmatic Agreements
- Archaeology Deliverables Team Site
- Centralized Cultural Report Electronic Repository
- Historic Infrastructure Programmatic Management
- Cultural Resource GIS Data Subscriptions

**California Department of Transportation**, Los Angeles and Oakland, California  
**Associate Archaeologist**  
2000-2002
- Co-managed the cultural resources program at District 7 (Los Angeles and Ventura Counties).  
- Prepared NEPA Categorical Exclusions.  
- Prepared and reviewed NHPA technical reports and identified resource effects.  
- Created mitigation measures ensuring compliance with federal regulations.  

**Anthropological Studies Center**, Rohnert Park, California  
**Archaeological Project Coordinator**  
1998-2000
- Co-managed the Small Survey Environmental Program.  
- Prepared and reviewed NHPA technical reports, identified resource impacts/effects.  
- Formulated avoidance and mitigation measures to comply with state and federal regulations.  
- Assisted with private Class I, II, III cultural resource management projects.

**Education**
M.A., Cultural Resources Management, Sonoma State University, Rohnert Park, California, 2002  
B.A., Anthropology (Emphasis in Archaeology), University of California, Santa Barbara, 1995

**Professional Certifications/Affiliations**

- Registered Professional Archaeologist (RPA), 2002
- Member, Society for California Archaeology (SCA)
- Member, SCA Legislative Affairs Committee
- Member, Society for American Archaeology

**Select Training**
- 2006 Frontline Leadership Program  
- 2007 Management Foundations  
- 2008 Frontline Leaders Program  
- 2009 Delegating for Results  
- 2010 Principles of Contract Management  
- 2010 Coaching for Performance  
- 2010 OS Leadership Training  
- 2011 Financial Budget Training  
- 2011 Intro to Project Management  
- 2012 Leading in Changing Times  
- 2013 Advanced Section 106  
- 2013 Inspire Training Program for Edison Leadership  
- 2015 Critical Thinking / Decision Making  
- 2015 Managing Essentials  
- 2016 NEPA Training (Shipley)  
- 2019 Switch Leader Training
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Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

Brenda G Williams
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Cultural Affairs Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

n/a

Brenda G Williams
First Name Last Name

Email Address
Street Address Suite or Apt
City State Postal Code

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

18 years

Primary Phone Alternate Phone

UCLA, Design Media Arts Assistant to the chair
Employer Job Title

Brenda G Williams
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

2017 Culver City Cultural Affairs Commissioner

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

n/a

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Culver City Cultural Affairs Commissioner Public Arts sub-committee Historical Preservation sub-committee

Brenda G Williams
Upload a Resume

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Please see resume

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Please see resume

---

**Application Questions**

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Bring awareness of the richness of the cultures and the arts in Culver City and how the Cultural Affairs Commissioners are committed to enhancing our rich history of providing a broad outreach to all communities in the arts.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I currently hold the position of Cultural Affairs Commissioner along with my fellow commissioners; Len Dickter, Zoltan Pali, Jeannie Wisnosky Stehlen and Tania Fleischer. For 4 years we have worked diligently to bring attention to the Cultural Affairs of Culver City. Our Public arts, Arts outreach, grants and the Artist Laureate program have been garnering more exposure and have been wonderfully received. Our Public Art projects, placements and rehabilitations have been successful and have been increasing yearly. I am an independent curator and work with artists of all backgrounds. I also teach a class at UCLA Extension, bringing new art lovers to the table.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I am an independent curator and work with artists of all backgrounds. I also teach a class at UCLA Extension, bringing new art lovers to the table.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I envision fulfilling the objectives and goals established by the City Council. As a member of the Cultural Affairs Commission I am on 2 sub-committees; public art and Historic Preservation. Our goals over the next 4 years are to revise both the Public Art and Historical Preservation ordinances so they are up to 21st century levels. I attend (viewed) City Council meetings as they pertained to issues of the Cultural Affairs commission.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended all but 2 commission meetings over a 4 year period.

---

Brenda G Williams
How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

10-20 hours

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please see attached letter.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

By Mail: Office of the City Clerk
9770 Culver Blvd.
Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk's Office, by fax or email as indicated above, or by phone at (310) 253-5851.

Outreach Question

The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☐ Website/Email

Supplemental Questions

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
May 10, 2021

Dear City Council,

I am applying to the City Council for consideration of a second term as Culver City Cultural Affairs Commissioner. I have been enthusiastically encouraged to re-apply for the open position.

At the beginning of my tenure as Commissioner, I was selected to become a member of the Culver City Cultural Arts Foundation and a member of the public relations subcommittee. Over the past 2 years I redirected my energy, and decided it was best spent on the Public Art and Historic Preservation subcommittees. The public art subcommittees goal was to bring more visibility to public art in Culver City. Since 2017 we have approved 12 public artworks. Our next goal is to update the city ordinances as it pertains to Public Art and Historical Preservation.

While a Cultural Affairs commissioner we have worked together well to ensure that the arts in Culver City be promoted and supported as much as possible. We accomplished supporting an independent Cultural Affairs Foundation, the Culver City Arts Foundation, to engage the community in ways the commission cannot.

I’ve been a Culver City resident since 2004 and was a past board member of the Culver City Democratic Club. I enjoy living in Culver City and enjoy the cultural and social environment the city offers. I regularly attended public arts and other events in and around the city pre Covid. Many of the programs I attended during Covid, the Culver City Arts grants funded.

I’ve worked at various art outlets and held various positions in galleries and museums, corporate and academic environments. I have a broad knowledge of the Los Angeles arts and cultural environment that is growing by leaps and bounds. I think I am solidly suitable to be considered for the open position due to my background, education, and local art world and conservancy connections.

In 2014 I curated a group exhibition, Crossfade, at Walter Maciel Gallery in Culver City. Six emerging female artists were presented, three African American and three Asian, whose work represented my vision of bringing about a discussion of race, gender, identity and ethnicity. In 2017 I curated another group exhibition Pretty Big Things, again at Walter Maciel Gallery. This show presented work around the nature of the new and the possible.

I’ve been the assistant to the chair in design media arts at UCLA for over ten years. In this position I am keenly aware of being present at the cutting edge of the new technology artists in the Los Angeles art world. The faculty is world renowned and the departments MFA program has birthed many of the top emerging artists in Los Angeles. As an assistant, one of my larger responsibilities is to organize and oversee events for the department. Events like career day for our undergraduates, the lecture series for the depart-

I organize visits of Los Angeles art galleries and museums for incoming UCLA MFA graduate students through a 6 class process also visiting, artists’ studios and private collections, culminating with a short professional course in how to manage as an artist after the MFA.

I’m currently an instructor at UCLA Extension teaching, Contemporary Art Los Angeles. I believe my background and experience would continue to be an asset to the Cultural Affairs
commission. I bring inherent diversity, professionalism, curiosity, a willingness to share information and resources, as well as my organizational skills. I believe I can continue to serve as an advocate for cultural activities and programs with a keen eye on AEDI within the City. I’d like to continue to be a part of encouraging the integration of cultural affairs into the social and economic fabric of the City to improve the quality of life for City residents.

Please consider me for reappointment as member of the Cultural Affairs Commission in Culver City.

Thank you,
Brenda G Williams
Brenda G. Williams

Website: https://cargocollective.com/AddobboArt/11026382
Instagram: brenda_addobbo

Culver City Cultural Affairs Commissioner, Culver City, CA 2017 – present
- Public art sub committee have placed or will have placed 12 new works throughout the city
- Approved “Culver Currents” a temporary media art work located at the entrance of city hall
- Working plan to update the public art and historical preservation ordinances over the next few years
- 2021 Performing Arts Grant Program awarded small grants to support the performing arts in culver city
- Created an Artist Laureate program; Dr. Janet Holt and current awardee Alexey Steele.
- Act in an advisory capacity to the City Council on matters pertaining to the enrichment of the community through fine arts, visual arts, performing arts, arts education, historic preservation and cultural issues;
- Serve as an advocate for cultural activities and programs within the City;
- Implement the City’s Public Art Program, and encourage the integration of cultural affairs into the social and economic fabric of the City to improve the quality of life for City residents

INDEPENDENT CURATOR, Walter Maciel Gallery, Culver City, CA Summers 2014 and 2017
- Curated group exhibition, “Cross Fade” representing of 6 female artists, focused on similarities and differences of women and cultures.
- Second group show in summer of 2017 titled, Pretty Big Things” exploring the concept of the nature of the unrestrained new and possible.

IN THIS TOGETHER: EMBRACING DIVERSITY, Castelli Art Space, Los Angeles, CA June 2018
- Co curated with Sagi Rafael, a group show to benefit Equality California for Pride month
- Over 30 artists donated work to be sold in support of Equality California

ASSISTANT TO THE CHAIR, UCLA, Department of Design Media Arts 2007 - present
- Provide high-level administrative support to the chair
- Chair's liaison/interface with students, faculty, the Dean's Office and the general public
- Manager, dept. lecture series; scheduling speakers, travel and accommodations, and compensation
- Handle department website and social media presence on Facebook Manage Instagram and Twitter posts
- Professionally execute special events: receptions, lectures, symposiums, alumni I career day, and retreat
- Organize Career Day for seniors and juniors since 2010
- Project coordinator: UC Darnet satellite exhibition, and symposiums: Scalable Relations, Nowcasting, Mobile Media and Gadget OK! Developed and Organized a poster exhibition for undergrads, February 2010
- Gather and disseminate publicity materials for department events
- Coordinate with staff and faculty the scheduling of installation/de-installation of exhibitions
- Develop and maintain databases of contacts for outreach, networking, and development purposes
- Write concise, descriptive correspondence and meeting minutes

INSTRUCTOR, Contemporary Los Angeles Art, UCLA Extension Summer 2016 to present
- Class explores behind the scenes and underground locations.
- Visits focus on private collections, artist's studios, and curator-led gallery tours of current exhibitions.
- Insights into collecting and the business of art,
- Discussion about the importance of art in a designed environment (such as a home, retail, or hospitality location)
SR. STAFF ASSISTANT, GCI, J. Paul Getty Trust 12/03 – 2/07
Permissions and copyrights administrator for publications and abstracts on line
Set up complex travel plans, special events and meetings, outside catering and exhibition setup Coordinated, facilitated and tracked communication and document exchange among Project Team Prepared expense reports, track invoices, schedule meetings and make travel arrangements Prepared contract guidelines for submission to procurement
Identified, recommended and negotiated contracts with outside vendors and contractors Managed the contact database and coordinates invitation mailings for conference exhibitions

MANAGEMENT CONSULTANT, Caskey Lees, Topanga, CA 1/97 – 11/00
Organized and managed 10 national art fairs
Wrote and submitted successful project proposals to increase company profit and visibility Established new pre-production procedures
Successfully organized opening receptions, and special lectures during events
Assisted in the planning and management of over 500 trade exhibitors spaces
Primary liaison between producers and exhibitors
Supervised exhibitor registration and set up
Solicited new advertisers and exhibitors for shows and catalogs
Handled will call, press and VIP guests during opening night festivities

EDUCATION
UCLA, CA Post Graduate Studies, Fundraising and Public Relations
NYU, NY Post Graduate Studies, Fine Arts Appraisal, Tribal Arts and Textiles
Clark Atlanta University, Atlanta, BA, Communications

VOLUNTEER/MEMBER
Advisory Board, Wende Museum
Advisory Board, El Segundo Museum
LACMA, Los Angeles Contemporary Museum of Art, Member
Hammer Museum, Member
Application Form

Profile

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Zirwat Chowdhury
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Which Boards would you like to apply for?

Parks, Recreation and Community Services Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Bicycle and Pedestrian Advisory Committee PRCS Commission

Zirwat
First Name

Chowdhury
Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

1.25

Primary Phone

Alternate Phone

UCLA
Employer

Assistant Professor of Art History
Job Title
Are you a Culver City business owner/operator?

- Yes  
- No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  
- No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  
- No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  
- No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Community Development Director, Town of Bennington, VT: August 2017-February 2019
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Assistant Professor of Art History, UCLA: July 2019-Present Community Engagement Consultant, Bennington Museum: March-May 2019 Community Development Director, Town of Bennington, VT: August 2017-February 2019 NEH Postdoctoral Fellow, Getty Research Institute: 2016-2017 Visiting Faculty Member in the Visual Arts, Bennington College: 2015-2016 Visiting Assistant Professor of Art History and the Humanities, Reed College (Portland OR): 2013-2015

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Ph.D. Northwestern University, 2012 (Art History) B.A. Hollins University, 2005 (Art History and Economics; Magna Cum Laude)

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Bicycle and Pedestrian Advisory Committee: To ensure safe travel and movement for cyclists and pedestrians; to support the creation of alternatives to travel by automobile. PRCS Commission: To ensure equitable access across the community to public recreational spaces; to support the city in the care for such spaces.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

Bicycle and Pedestrian Advisory Committee: I do not own a car, and travel by foot/bicycle/metro. I am keen to support the City with its ongoing bike-ped initiatives, and developing new ones. In my role as Bennington's Community Development director, I spearheaded the creation of the town's first bike lane. PRCS Commission: To reiterate, this is an area in which I have prior organizing experience. I also value it deeply as a community member as these are the spaces that are central to the fostering the relations of trust and co-existence that are so central to any community.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

To reiterate, I previously served as the Community Development Director for the Town of Bennington in Vermont. In that role, I oversaw several park revitalization projects, in addition to a major project to reorganize the Town's Recreation Center and to make it more accessible to seniors, families, and teens. As a car-free Culver City resident, I am excited about the City's commitment to a better and safer bike-ped infrastructure.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

By working together with fellow commission members By remembering how to reach for the attainable without losing sight of what is aspirational Through deep listening And by drawing on my own experiences as a member of the community
How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

Unfortunately, none. I moved to Culver City in February 2020 just a month before the lockdown went into effect. I look forward to a deeper engagement with these fora.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

Roughly 2 hours per week, although I can find more time in periods when that might be necessary.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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By Email: city.clerk@culvercity.org

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Outreach Question

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☐ Website/Email

Supplemental Questions

Zirwat Chowdhury
How many meetings of the Parks, Recreation, and Community Services Commission have you watched on cable or via the internet in the last year? What was your impression of those meetings? What, if anything, would you change?

Please excuse my not having watched any of the meetings. I moved to Culver City in February 2020 just a month before the lockdown went into effect. I look forward to a deeper engagement with this forum.

What Parks, Recreation and/or Community Services experience would you bring to the PRCS Commission?

Prior to moving to Los Angeles in August 2019, I served as the Community Development Director for the Town of Bennington in Vermont. In that role, I oversaw the revitalization of two community parks that had fallen into disuse. I was able to advocate for, invite, and facilitate a high level of community participation and support for both projects.

What makes the PRCS Commission the commission that you want to be on, as opposed to being a member of any of the other Commissions, Committees, and Boards?

This is an area in which I have prior organizing experience. I also value it deeply as a community member as these are the spaces that are central to the fostering the relations of trust and co-existence that are so central to any community.

Please ensure you meet the qualifications below for the membership category(ies) for which you are applying. Please select the Category for which you are applying to the Bicycle and Pedestrian Advisory Committee

☑️ Resident

Thank You

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**Which Boards would you like to apply for?**

| Parks, Recreation and Community Services Commission: Submitted |

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

---

**Palvi Mohammed**

First Name: Palvi

Last Name: Mohammed

Email Address: [Redacted]

Street Address: [Redacted]

City: [Redacted]

State: [Redacted]

Postal Code: [Redacted]

**Are you a Culver City resident?**

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

7

Primary Phone: [Redacted]

Alternate Phone: [Redacted]

**Tecolote Research**

Employer: Tecolote Research

Job Title: Principal Analyst

Palvi Mohammed
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

Parks, Recreation, and Community Services Commission, Commissioner - Jul 01, 2017 to Jun 30, 2021

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Parks, Recreation and Community Services Commission - Commissioner EMERALD ESTATES HOME OWNERS ASSOCIATION, CULVER CITY – SECRETARY, PRESIDENT TURNING POINT HOUSING, SANTA MONICA – FOOD SERVICE VOLUNTEER AYSO REGION 19, CULVER CITY – GIRLS U-8, U-10, U-12 SOCCER COACH AND REFEREE PEOPLE HELPING THE HOMELESS (PATH), LOS ANGELES – WELCOME HOME PROGRAM VOLUNTEER BET TZEDEK LOS ANGELES – VOLUNTEER ATTORNEY - SOCIAL SECURITY DISABILITY

Palvi Mohammed
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The primary role of this commission is to advise the PRCS Director and City Council of the community needs and desires for park space & amenities, community recreation programming, and community service opportunities. Additionally, it is the role of the commissioners to advocate for these community needs and wants while balancing the budgetary and regulatory constraints that the City operates under.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I have been a commissioner for almost 4 years now and have been effective in identifying areas of improvement within our park facilities and have worked with staff to envision a plan on how these improvements can be advocated. Our progress on the Commission was paused due the pandemic which was frustrating as we finally had a plan on how to move forward with improvements after over a year of planning. As the economy is opening back up, I am anticipating that we will be able to restart our plan, and I would like to remain on the Commission to see those plans come to fruition.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I currently volunteer as a referee in AYSO Region 19 here in Culver City, and I want to see Culver City parks become the best parks for youth sports in West Los Angeles. I am also a lawyer which is assisting me in completing a review and proposing updates to the municipal code related to the scope of the PRCS department.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I would continue to play an active role in advocating for community needs as I'm in contact with community groups regarding PRCS department activities. I have also begun a review of the PRCS provisions of the municipal code that are desperately in need of updating. I am only partially through completing suggested updates to present to the City Council for review, and I would like to finish this project before the end of my tenure on the Commission.
How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

41 meetings attended since Jul 2017. The meetings were attended monthly.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

10-20 hours

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

By Mail: Office of the City Clerk
9770 Culver Blvd.
Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk’s Office, by fax or email as indicated above, or by phone at (310) 253-5851.

Outreach Question

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook,/Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☐ Word of Mouth

Supplemental Questions

Palvi Mohammed
How many meetings of the Parks, Recreation, and Community Services Commission have you watched on cable or via the internet in the last year? What was your impression of those meetings? What, if anything, would you change?

41 meetings. I would want to bring more of these meetings to local parks as we have found greater community participation when we have moved the meetings from city hall.

What Parks, Recreation and/or Community Services experience would you bring to the PRCS Commission?

As sitting commissioner and former Chair of the commission, I would bring those year experience to continue to influence discussions on the commission.

What makes the PRCS Commission the commission that you want to be on, as opposed to being a member of any of the other Commissions, Committees, and Boards?

As a father of two school aged children, I am deeply interested in my family having opportunities for recreation and enrichment facilitated by the PRCS department. Additionally, as a volunteer for the Culver City AYSO, it is important to me that all of the children in Culver City have access to safe and well maintained parks where they can enjoy learning soccer and life lessons. This year of COVID has highlighted to everyone in the community how important the facilities and talent of the PRCS department are to the well-being of our community, and I want to continue to advocate for the needs/wants of the community and in support of PRCS.

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!

Palvi Mohammed
PALVI DAVID MOHAMMED

**TECOLOTE JOB CATEGORY:** PRINCIPAL ANALYST

**TOTAL YEARS RELEVANT EXPERIENCE:** 17.60 (UPDATED NOV 2019)

**EDUCATION**

1996  
New York University  
B.S. (Politics)

1999  
Benjamin N. Cardozo School of Law  
J.D. (Law)

**PROFESSIONAL EXPERIENCE:**

Almost 157 years of experience of applying Earned Value Management (EVM) tools and techniques in support of multi-million/billion dollar military and commercial satellite programs. Extensive experience establishing, statusing, evaluating, and analyzing baselines and earned value and providing performance insight and recommendations to a wide variety of industry management levels. Developed basic technical understanding of the structure, manufacture and integration of spacecraft in order to provide insights into performance impacts and discuss those impacts with engineering project leads.

**2016 – Present  Tecolote Research Inc., El Segundo, CA**

**Principle Analyst**

3.1.2 Tools, Processes & Procedures – In conjunction with SMC Financial Management (FM), contractor and the GPPC team, created and published the GPS IBR Process. In support of the GPS III SV 9-10 IBR, created an Excel workbook that combined the Statement of Work (SOW), Contract Work Breakdown Structure (CWBS), Responsibility Assignment Matrix (RAM), Integrated Master Plan (IMP), and Draft Integrated Master Schedule (IMS) that streamlined the Technical review process for the project officers. Rebuilt the GP Dial-a-WBS tool (DIAL) for GPS III reducing update time by over 50%, reducing file size by over 75%, improving data seek time to 5 seconds or less, and adding additional analysis capability. Implemented the updated DIAL on all MGUE, COps, and MCUE programs. Continued to support maintenance and upgrades to the updated DIAL.

3.1.6 Training Government Personnel - Provided training to government personnel on the Integrated Baseline Review (IBR) policies, processes, tools and procedures required to complete a successful baseline. Trained new and experienced government personnel on EVM nomenclature, application, processes and analysis, including preparing the Cost Chief and Deputy Director for briefing a visiting General. Provided informal Excel training upon request from government personnel on items such as pivot tables, writing formulas, and PowerPivot.
3.1.14 Contractor Role in Government/Contractor Meetings – Attended in person and participated in Program Management Reviews (PMRs) at contractor facilities in Colorado, California, and Iowa multiple times each year. Prepared and presented kick-off, status, and closeout presentations, and personally attended and participated in meetings related to IBR activities with contractors and subcontractors in Colorado, California, New Jersey and Iowa. Conducted monthly meetings with project officers and the GPPC team to review and analyze the EVM data submitted by the contractors and determine courses of action. Prepared program charts to support the monthly Directorate Briefing. Supported the GPPC weekly staff meeting and briefed training packages to the government team. Attended project officer requested weekly tag ups to discuss team execution and forecast future activities internal to the government team and in conjunction with the GP contractor.

3.6.1 Acquisition Planning Documents Review related to EVM – Reviewed and provided recommended changes to the contractor Integrated Program Management Report (IPMR) CDRL for GPS IIIF.

3.6.2 EVM Related Section of Acquisition Reports Development - Provided support and updates to the GPPC team and project officers to complete SAR, DAES, MAR, and PMR reports.

3.6.3 Integrated Baseline Review (IBR) Assessment - Provided GPPC and the government program management team with support and insight for the GPS III Long Lead IBR, GPS III SV 9-10 IBR, Rockwell Collins MGUE Inc 1 Over Target Baseline and Over Target Schedule (OTB/OTS) IBR, Rockwell Collins MGUE Inc 1 ECP #4 "mini" IBR, Raytheon Space and Airborne Systems MGUE Inc 1 OTB/OTS IBR, and the GPS IIIF IBR. Created and briefed IBR training packages addressing the policies and processes related to conducting a successful IBR to the GP technical team. Participated in the creation and maintenance of the IBR execution plan and schedule. Monitored and validated contractor submission of required IBR artifacts. Attended in person and via telecom planning, kick-off, status, and closeout meetings with and between the GP and contractor team. Assisted the IBR team in their analysis and validation of the contractor baseline including reviewing integration/traceability of the SOW/CWBS/IMP/IMS/RAM/Work Authorization Document (WAD), analyzing calendarized resource plans, identifying and developing program risks and opportunities, and reviewing contractor actuals data for performance insights. Reviewed IBR process and documents for compliance with contractor’s command media. Generated, maintained, improved and provided comments to the IBR Comment Resolution Matrix (CRM) that was used to document and communicate government IBR issues to the contractor. Provided draft language and edits to the IBR initiating PCOL letter, IBR Scorecard, and IBR Outbrief MFR. Maintained IBR document archives on Livelink, GPPC Sharedrive and Confluence as required by the program.

3.7.1 Program Contractor EVM Compliance Analysis – Reviewed and verified that the Contractor CPR/IPMR deliverable were in compliance with the DID/CDRL, documented and communicated any disparities to the government and contractor teams for correction.

3.7.2 Program Contractor EVM Performance Analysis & 3.13.7 Assess Government Program Plan Performance – Briefed EVM data and metrics performance findings on a monthly basis to
the project officers and government team for GPS III, MGUE, COps, MCUE, and GPS IIIF programs. Provided analysis and recommendation on the managing of potential risks and opportunities. Hosted Deep Dive reviews of the data and analysis with the project officers using the DIAL and IPMR documents to guide them in identifying and forecasting performance issues and their potential impacts for briefing up the chain of command. Generated the monthly Directorate Review package and prepared the Program Manager for briefing the data to the Directorate.

3.7.4 Program Contractor EVM Predictability Analysis – Working with the scheduling team, project officers, GPPC, and Program management, prepared and briefed the quarterly GEAC for COps & MCUE programs to GPPC and the Program Managers.

3.7.5 Program Contractor Over Target Baseline (OTB), Over Target Schedule (OTS), and Major Contract Modification Baseline Assessment – As part of the IBR process in the Rockwell Collins MGUE Inc 1 Over Target Baseline and Over Target Schedule (OTB/OTS) IBR and Raytheon Space and Airborne Systems MGUE Inc 1 OTB/OTS IBR, analyzed the baseline EVM data for both the prime and subcontractors and briefed the government team on my findings and recommendations for approving the newly established baseline. Provided recommendations for the application of more appropriate Earned Value Techniques (EVTs) to help the contractors to improve performance visibility.

3.13.3 Assist Government Program Organization – Created the monthly EVM Battle Rhythm for the GPS IIIF program to support the review and briefing of the EVMS data up the chain of command. Step up the DIAL and Business Interchange Meeting (BIM) database.

3.13.5 Assist Government Acquisition Knowledge Management – Provided EVM updates to the Proteus database system. Provided feedback to the government team managing the data for making improvements to the system.

3.13.10 Audit Liaison – Coordinated program team to support DCMA surveillance reviews of Raytheon Space and Airborne Systems MGUE Inc 1 & Rockwell Collins MGUE Inc 1 programs. Provided support documentation and analysis to the DCMA team and prepared the project officers for their role in the surveillance.

2004 – 2016 Boeing Network & Space Systems, El Segundo, CA

Finance Operations Lead Analyst

Provided guidance and recommendations based on EVM data analysis for the financial health and performance of multiple $300M+ satellite programs to Program Management, Functional Management, Government Customer, and Project Leads in support of weekly, monthly, and quarterly financial reviews. Identified and managed program risks and made strategic reserve recommendations to minimize program impacts. Successfully advocated streamlining satellite program management structure and processes. Organized and prepared senior analyst team for internal, independent, and government audits. Provided financial guidance and recommendations
to functional leadership on Indirect Cost & Capital Management, Staffing and New Business activities for a 670 employee operations department. Led a team of senior analysts in successfully streamlining the Indirect Cost collection and reporting processes which improved process flow, increased the quality of the data and reports, minimized lead-time of deliverables, and reduced resources necessary to meet customer needs by over $250K annually. Communicated and acted as a liaison and mediator between multiple Program Managers, Functional Management and Executive Leadership.

SECURITY CLEARANCE
Secret
Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

- The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

- Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Parks, Recreation and Community Services Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

**Roger Naftzger**

First Name: 

Last Name: 

Email Address: 

Street Address: 

Suite or Apt: 

City: 

State: 

Postal Code: 

Are you a Culver City resident?

- [ ] Yes  - [ ] No

If you are a resident of Culver City, please list how many years:

- 2.5

Primary Phone: 

Alternate Phone: 

Various non-profit institutions and universities: 

Non-Profit consultant and grant writer: 

Employer: 

Job Title: 

Roger Naftzger
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

N/A

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I am currently serving as an Assistant Coach for my son's baseball team. I am a volunteer for Sholem - Sholem is a multi-generational Jewish community which offers a meaningful alternative for unaffiliated, progressive Jews and intercultural families. Board President for CORE Educational Services - a youth serving organization

Roger Naftzger
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Please see attached

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Please see attached

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

I believe that the primary role of this body is to ensure accessibility, safety and to provide exceptional maintenance/upkeep. This includes creating and sustaining park and recreational opportunities in a variety of forms for everyone throughout Culver City that encourage health, growth and promote a strong sense of community.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I am a resident, father of two young children, a frequent park user and a community-minded individual. All of these factors contribute to my desire to seek appointment. I believe strongly in offering my skills and experiences to create exceptional parks and recreational opportunities and activities so that our community can grow stronger together.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have many skills and experiences that I can contribute including a Masters degree in Public Administration. A strong history of public service including serving as an Executive Director for a YMCA and a youth serving organization. I am a skilled board member with a strong ability to facilitate and resolved conflicts. In addition, I have a vested interest in the parks in our community.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I will fulfill my responsibilities fully by attending all meeting and being fully prepared to actively participate. I will be a supportive member that seeks the best for our city. I will service and support my fellow members and seek to best understand what is needed for our community. I will work tirelessly on growing, learning, serving and encouraging others to do the same in an ethical manner.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I just recently learned of the commission and this opportunity. Therefore, I have not attended a meeting before but I am excited to do so.

Roger Naftzger
How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I can contribute as much time as needed. As an independent consultant my schedule is somewhat flexible and I am accustomed to reading, reviewing and preparing for meetings and attending the meeting. I anticipate having 10-12 available per month to dedicate but could make room for more if necessary.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

In conclusion, I would just like to state that I feel well-qualified to fill this position. In addition to my qualifications I feel energized and excited to contribute in such a manner to my community.

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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Outreach Question

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other)

✔ Word of Mouth

Supplemental Questions
How many meetings of the Parks, Recreation, and Community Services Commission have you watched on cable or via the internet in the last year? What was your impression of those meetings? What, if anything, would you change?

Unfortunately, I just became aware of the commission and have yet to attend in any format. However, I have participated/attended and presented in similar meetings such as school board meetings and large conferences.

What Parks, Recreation and/or Community Services experience would you bring to the PRCS Commission?

I'm a participant and user of the facilities and parks and a skilled life-time community service worker. I am skilled at running and participating in meetings and I have an Undergraduate degree in Economics that will aid in budget discussions and decisions.

What makes the PRCS Commission the commission that you want to be on, as opposed to being a member of any of the other Commissions, Committees, and Boards?

My decision is based on my interest, participation and skill set. I actively use the parks and facilities as do my young children. We will be doing so for a long time. In addition, it is well aligned with position I have held in the past. I believe it is the commission that I can contribute the most to.

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
EDUCATION
Baruch College, School of Public Affairs, New York, NY
Masters in Public Administration, August 2003
National Urban Fellows recipient

Purdue University, W. Lafayette, IN
Bachelor of Science in Economics, 3.7/4.0 GPA, May 1993

EXPERIENCE
Independent Non-Profit Consultant
Principal, Culver City, CA 10/04-present
Provide professional consulting services for individuals, not-for-profit and for-profit organizations as well as Universities in the areas of grant and technical writing, small business development, editorial review, researching, planning, training, marketing, fundraising and coaching. (Please see attached list of highlighted clients and services)

The Getty Grant Program
Program Associate, Los Angeles, CA 9/03-9/04
A finite one-year term in which the position reviewed requests and helped disperse local, national and international funding in a variety of categories. Oversaw the Multicultural Undergraduate Internship program that worked with Los Angeles County not-for-profit art organizations. Also, researched topics pertaining to local, national and international issues involving the funding of the arts.

Chicago Public Schools (CPS)
Project Director, Improving Academic Achievement Through the Arts Grant Initiative, Chicago, IL 6/02-8/03
Developed all written materials including the Request for Proposal (RFP), coordinated and trained reviewers, awarded grants, provided oversight and training for all grantees of Art Grant Initiative. Additional responsibilities included overseeing the Hispanic Scholarship Fund that raised funds from all CPS employees to support college scholarships for Latino students. Also included writing grants for the Department of Early Childhood Education and researching the Child Parent Resource Centers.

YMCA of Greater El Paso
Executive Director of Community Development/Grant Writer and Manager, El Paso, TX 2/97-5/02
Wrote and oversaw all association grants including staffing and budgeting exceeding $1.5 million. Developed and maintained all collaborative projects with schools, not-for-profits, churches and the city, state and federal government. Oversaw the five-branch Community Development Department with additional responsibilities for the Residence Tower. Addressed community problems through innovative programs developed with available resources.

Centro Bilingue
English as a Second Language (ESL) Teacher, San Cristobal de Las Casas, Chiapas, Mexico 8/96-12/96
Created and taught an ESL curriculum for all levels of students of all ages. Designed and administered a mid-term and final exam. Distributed educational material to low-income youth.

After-Three Connection/Summer Fun
Program Director, Chicago, IL 1/95-8/96
Planned and implemented an after-school and summer program for approximately 50 inner city students with ages ranging from 5-13. Hired and supervised staff. Maintained the budget, wrote grants, designed and organized fundraising events (carnival, dinner, and rummage sale). Provided the students with direct care (tutoring, counseling and daily activities and exercises). Coordinated parent committee and volunteer involvement.
Recent Selected Accomplishments and Projects

National University - Grant Writing Consultant, Grant Writing Workshops, Strategic Planning, Infrastructure Development
Bastyr University - Grant Writing Consultant, Grant Writing Workshops, Strategic Planning, Infrastructure Development
John F. Kennedy University - Grant Writing Consultant, Grant Writing Workshops, Strategic Planning, Infrastructure Development
College of Southern Nevada - Grant Writing Consultant, Grant Writing Workshops
University of Texas at El Paso – Office of Research and Sponsored Projects – Grant Writing Consultant
Regional Center for Commercialization and Innovation - Grant Writing Consultant, Grant Writing Workshop, Sustainability Development
Materials Research Society – Grant Writing Consultant
National Science Foundation – Grant Review Panelist
Paso del Norte Health Foundation – Grant Initiative Technical Consultant/Evaluator
Society of Mexican American Engineers and Scientists (MAES) – Comprehensive Sustainability Research Report, Grant Writing
Grant Development Solutions – Grant Workshop Presenter
Community Matters – Los Angeles – Event Planning, Grant Writing, Sustainability Report, Strategic Marketing
TeAda Productions – Grant Writing Consultant
El Paso City Ballet – Grant Writing Consultant
CORE Educational Services – Executive Director
Non Profit Enterprise Center - Grant Writing Workshops
Chicago Public Schools – Grant Writing, Proofreading, Grant Initiative Development and Implementation
Children Affected by AIDS Foundation – Los Angeles – Grant Writing Workshops (3)
University of Texas at El Paso – NIH Grant Writing Workshops (3)
University of Texas at El Paso – College of Liberal Arts/Department of Education Grant Writing Workshops
SBIR Grant Writing Workshop
Transglobal Oil Corporation, Refinery Science Corp. – Grant Writing, Business Development, Sustainability Planning
Touchstone Management – Grant Writing, Business Plan Development, Strategic Planning
Los Angeles Unified School District/Safe School Ambassadors – Community Outreach, Technical support
Jigsaw Edit – Los Angeles - Corporate Mediation and Strategic Planning
Machine Head – Los Angeles – Corporate Mediation and Strategic Planning
Mechanic Entertainment – Los Angeles – Outreach and Strategic Planning
Xerxes Studios – Los Angeles - Event Planning
El Paso Symphony Orchestra – Grant Writing Consultant
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If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Parks, Recreation and Community Services Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

I'm interested on a board of parks recreation community services and commission. reason why i get to visit and gather people on college i went and went over a board. i'm interested in civil moments and university research on math and science wait etc. reason i will need a project for my experience on parks recreation and community service.

Jason Pereira

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

20

Jason Pereira
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

20

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

Yes 06231993

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Yes 06231993

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

40 hours

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

linguistic

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

40 hours

Jason Pereira
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

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**Outreach Question**

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

- [ ] Website/Email
- [ ] Other

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**Supplemental Questions**

*Question applies to Parks, Recreation and Community Services Commission*

How many meetings of the Parks, Recreation, and Community Services Commission have you watched on cable or via the internet in the last year? What was your impression of those meetings? What, if anything, would you change?

1 one course.

*Question applies to Parks, Recreation and Community Services Commission*

What Parks, Recreation and/or Community Services experience would you bring to the PRCS Commission?

culver city park.

Jason Pereira
Question applies to Parks, Recreation and Community Services Commission

What makes the PRCS Commission the commission that you want to be on, as opposed to being a member of any of the other Commissions, Committees, and Boards?

KWSA

Thank You

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Ethics and Avoidance of Conflicts of Interest

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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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Which Boards would you like to apply for?

Planning Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

1. Planning Commission 2. LAX Area Advisory Committee 3. Advisory Committee on Housing & Homelessness

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

6
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

I was one of the members from the Fox Hills area who was recommended and elected to the General Planning Advisory Committee (GPAC) when it was initially formed. I served for approximately two years.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

NONE

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Member of the General Planning Advisory Committee (GPAC), Fox Hills, Culver City. Participated in discussions involving updating the GP with a focus around land use, housing, affordable housing and density and developing homelessness solutions. 2016/2017 - Consulting member on Nevada County Economic Research Council Talent Connection Taskforce Initiative and Connected Communities Academy. The local communities were facing a drain of qualified workers who would leave the local area for much higher paying jobs in the Bay Area. The Nevada County Economic Resource and Connected Communities Academy (CCA) offered classes and training in the tech field, including virtual reality filmmaking, introduction to software development, coding fundamentals and user experience design fundamentals and programs to upscale tech skills and develop alternative strategies to recruit, train and retain tech talent for local companies. 2018/2019/2020 - Board member and President at our condo complex in Fox Hills. The Board was collectively in charge of managing 31 units and a budget of $140,000 annually

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

2002 - Current: I have and continue to build an active residential and investment real estate business. I have worked with large brokerage firms and I am currently a Realtor with Premier Realty Associates. Over the past almost 20-years, I have provided buyers, investors and sellers with a full range of professional, knowledgeable and legal and market expertise to help them achieve their goals. My extensive experience in real estate has made me aware of significant insight such as zoning and land use, SFR to high density, local ordinances such as STLU and view ordinances, building codes, permits, traffic issues and the process of planning new developments

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Bachelor's Degree in Arts Real Estate License

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Oversee disciplined planning of new and existing commercial and residential developments to accommodate future structured growth and simultaneously retain the suburban charm of Culver City. With growth occurring in neighboring cities and the fact that most people who work in Culver City do not live here, the Commission needs to look closely at upgrading the infrastructure to support increased usage. In addition, the Commission will need to seek support and build consensus as this may be a lengthy process
Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I seek the appointment to the Planning Commission for three simple reasons: 1. The Planning Commissions main job is to carefully review development plans to make sure they conform with municipal codes. Based on that they make recommendations to the Council. The decisions made by the Council affect the City directly in the short and long term. 2. Culver City has a small town feel surrounded by huge bustling cities. I see the Planning Commission as the body that ensures it stays that way because I think that is what most Culverians want. 3. Planned standardized development of commercial and residential areas will take time, vision and resources but in the end it will definitely result in a very desirable city with high paying jobs and enviable property values.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

The most important and least available commodity is land and so how we plan and implement what we do with it, how we do it and what cost will determine what our City will look like eventually. Unlike cities such as Irvine that has ample land, Culver City is very limited and landlocked. In several cases, we have to undo what has already been done to make better planned developments going forward. This will be slow and painful and require consensus. This requires individuals who are familiar with land use, zoning, building ordinances, permits, traffic and the several other variables that go into making a dream a reality. I am confident I have the necessary abilities and expertise to help make this happen successfully.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

1. Work backwards - clearly understand the vision/goals of what the Council wants to achieve and the time line and resources available. 2. With those goals in mind, cooperate with different departments to quantify what will be required to achieve those goals 3. Develop strategies to achieve them. 4. Once prepared, present to the Council for approval and then implementation.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended several of the Planning Commission meetings when on the GPAC but not the other two.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

8-hours each.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I am an active Realtor but my schedule allows me to make my own hours and devote adequate time to my interests in working with the City.
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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Outreach Question

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☑ Website/Email

Supplemental Questions

Thank You

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You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

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• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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Which Boards would you like to apply for?

Planning Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Planning Commission -1 Homelessness Council -2

Jennifer Carter
First Name

Carter
Last Name

Email Address

Street Address

Suite or Apt

City

State

Postal Code

Are you a Culver City resident?

☐ Yes  ☐ No

If you are a resident of Culver City, please list how many years:

Culver City

Primary Phone

Alternate Phone

Self

Real Estate Investor (commercial properties out of state)

Employer

Job Title
Are you a Culver City business owner/operator?

- Yes  
- No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  
- No

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  
- No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

Culver City

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Culver City

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  
- No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I support Culver City for More Homes and I'm in the CC Mom's Collective.

Jennifer Carter
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Private Investor in Commercial Real Estate. I analyze, acquire and manage retail properties.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Emerson College - Communications
Georgia Tech - Information Design and Technology/ Digital Media

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Researching best solutions and presenting them to the council.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I want to help CC grow to be a thriving neighborhood with green space, equitable housing and a solution for people who don’t have houses or are mentally ill and need help and a home.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have a background in real estate and previously user centered design in multi media.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

By participating in meetings, sharing facts and case studies about progressive cities and helping to fight mis information about CC’s plans..

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

A couple of planning meeting with the hired firm. I've commented on several housing agendas.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

20 hours a month

Jennifer Carter
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Someone close to me is schizophrenic and she would be homeless if she did not have the extensive support from her family, an option that is not available for everyone. I often recognize homeless people who have signs of schizophrenia and I’d like to work to create a better environment for them. I believe it starts with having a place to live and medication management. Homeless people aren’t bad but they are sick. And it can be a problem for Culver City if the don’t have anywhere to go. The homeless problem is not going away and it’s safer for everyone in Culver City to have an action plan.

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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☐ Website/Email

Supplemental Questions

Thank You

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Jennifer Carter
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You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

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If appointed to a body, please be aware that:

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Which Boards would you like to apply for?

Planning Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Richard Frezza

Are you a Culver City resident?

☐ Yes  ☐ No

If you are a resident of Culver City, please list how many years:

19 years

Richard Frezza  citysense Design

Employer  owner

Primary Phone  Alternate Phone
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

5 years

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I greatly enjoyed participation in the art fairs that were an annual event years ago. This is an area I personally hope can occur again as we move into public events again.

Richard Frezza
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:


Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Pratt Institute; Bachelor of Architecture. Studied photography, art history. UCLA; Urban Design Graduate Program. Focus on enlivening street life.

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Add to the progress of Culver City as a vibrant, rapidly changing city. Promote both the history and future as CC gains national recognition.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

As a long-time resident, I feel the city could be connected better. I would like to add visual elements that identify the various districts and neighborhoods. Downtown, the Platform, the civic area - library, high school, culver city park (overlook), culver crest, etc.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

My background includes city planning, and involvement in the arts. My employment included work for major clients, in Culver City, United Artists and Sony Pictures. I look forward to connecting with the new major companies moving into the city, to establish their involvement in cultural activities.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I am an organized and creative person who would listen and learn first in this position. Establishing and carrying out programs have formed the basis for my career as a project management professional.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

Attendance for me was mostly during the period the new plaza at the Culver Hotel was being proposed and presented. Participated with Johnson Fain architects in working sessions.

Richard Frezza

105
How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

Certainly 50 hours, or as required for meeting preparation.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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Outreach Question

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☑ Website/Email

Supplemental Questions

Thank You

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Culver City Commissions, Boards, and Committees
Submit Date: May 02, 2021

Application Form

Profile

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Please note that certain bodies have additional supplementary questions that pertain to that particular body.

Andrew Reilman
If appointed to a body, please be aware that:

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**Which Boards would you like to apply for?**

Planning Commission: Submitted

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<table>
<thead>
<tr>
<th>Andrew</th>
<th>Reilman</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Last Name</td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
</tr>
<tr>
<td>Street Address</td>
<td>Suite or Apt</td>
</tr>
<tr>
<td>City</td>
<td>State</td>
</tr>
</tbody>
</table>

**Are you a Culver City resident?**

- [ ] Yes  - [ ] No

If you are a resident of Culver City, please list how many years:

16 Years (and 6 years as a child)

<table>
<thead>
<tr>
<th>Primary Phone</th>
<th>Alternate Phone</th>
</tr>
</thead>
</table>

**Employer | Managing Principal**

Integral Group | Managing Principal

Andrew Reilman
Are you a Culver City business owner/operator?

- Yes  - No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  - No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  - No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  - No

If yes, please explain:
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I volunteer for the CCEF, HSA Awards and La Ballona/CCMS/CCHS PT(S)A through supporting events like organizing and running the audio production for La Ballona on Broadway show and CCMS theater performances. I have been a volunteer for Culver Palms YMCA and Cal YMCA Youth and Government for 20 years. Additionally I have participated in Council and stakeholder meetings for the Tilden Terrace, Parcel B and Culver City Metro Station Transit Oriented Development. More recently I have participated in the visioning sessions for mobility and bike improvements in east Culver City. I also recently have been donating bread that I make to an organization called Cast Your Bread LA. We give bread to organizations like NourishLA that distribute food bags with love to residents weekly at The Wood in Culver City.

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

My resume with my employment and project history is attached. My resume has not changed since by initial Planning Commission appoint, other than my promotion to Managing Principal. I am now managing our Los Angeles, San Diego and Austin offices of consulting engineers.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

My Resume with education details is attached.

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The Planning Commission performs a number of duties. We review applications for development items that require review, like tentative parcel maps. Additionally we provide a sounding board for zoning amendments proposed by staff under the direction of Council. This is especially important at during the current time, due to the update efforts underway by staff for the City's General Plan.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I would be honored to continue to serve with our amazing, collaborative team to navigate sensitive decisions that balance the needs of the City and it's citizens. I truly believe my technical experience has added to the rest of the Commission, as well as to learn from the strength of the other Commissioners. We have been challenged and fortunate to be able to provide an informed, thoughtful, and compassionate set of decisions and opinions where called on my citizens, staff and our elected council members.

Andrew Reilman
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I am qualified for the reviewing and making decisions on items that may come before the Planning Commission based on my knowledge of administrative codes like the building and energy codes that I utilize in my work as a California Registered Professional engineer. Additionally, I have extensive project experience in which I have been able to make design decisions with information related to the owner/developer, architect (or other design team member), plan reviewer and inspectors.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

Thoughtful review of proposed items and amendments takes research in code concerns, review of staff reports, as well as taking community concerns in to consideration.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have been to City council and stakeholder meetings and have served on Planning Commission meetings with one excused absence in the last three years.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I dedicate approximately 10 hours per month for preparation and review of items that will be addressed in the Planning Commission meeting.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I have a deep sense of honor in serving our community and I am proud to part of an amazing group of leaders that serve on Council and the other boards and commissions.
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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☑️ Website/Email
☑️ Word of Mouth

Supplemental Questions

Thank You

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REGISTRATION
Professional Mechanical Engineer in California, M 33227

EDUCATION
BS in Mechanical Engineering, University of California at Davis, September 1999

PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS
Member of the American Society of Heating, Refrigeration & Air Conditioning Engineers (SoCal Chapter President, Region X CTTC Regional Vice Chair)
LEED Accredited Professional, Los Angeles Living Building Collaborative member and USGBC-LA Chapter member

CURRENT EMPLOYMENT AND PROJECT EXPERIENCE
Managing Principal, Integral Group - 6/2014 to Present
I guide my clients toward high-performance design in sustainable architecture and green buildings, which includes building designs for passive, low energy systems such as natural and mixed-mode ventilation, displacement ventilation, radiant heating and cooling, and building integrated renewable energy systems. I am part of a leadership team that manages a multi-disciplinary engineering consulting office.

My recent notable project experience:
University of California Los Angeles, Basketball Practice Facility LEED Gold Goal
City Place Sustainable Development, Net Zero Energy/Water/Waste Aspiration, Santa Clara, CA
Cal Poly Pomona Administration Building, EUI 40 / LEED Gold Goal, Pomona, CA

PAST EMPLOYMENT EXPERIENCE
Associate Partner, Supervising Engineer, Syska Hennessy Group - 3/2007 to 5/2014
Responsible for multi-disciplinary projects, building science consulting and HVAC systems design with integrated sustainable/LEED® strategies. I lead a team through the design of the mechanical systems and work with all design team members to insure that projects are delivered to clients within the established time frame and the established fee available. My technical interests have led me to teach in houses classes on eQuest and how to drive the A/E design down the road to Net Zero energy buildings as well as ASHRAE Society Committee and CBE contribution. I spearheaded the implementation of Revit MEP within the Los Angeles office. I am an enthusiastic participant in client outreach activities to better understand our client needs. This also includes developing and delivering presentations to clients to provide insight into the services and expertise that we can provide.

Notable project experience:
University of California Berkeley, Student Community Center LEED Platinum Goal
University of California Los Angeles, Jules Stein Eye Institute LEED Silver Goal
University of California Berkeley, HAAS Pavilion HVAC Upgrades
University of California Los Angeles, Pauley Pavilion Renovation & Expansion LEED Silver Goal
Soka University, Performing Arts and Academic Building LEED, Aliso Viejo, CA
Los Angeles Int'l Airport, Central Utility Plant (CUP), Los Angeles, CA
Los Angeles Int'l Airport, Bradley West Terminal Expansion, Los Angeles, CA
Long Beach Airport Terminal Expansion, New Main Terminal, Long Beach, CA
Crafton Hills College, Community Recreational Facility LEED, Yucaipa, CA
Crafton Hills College, New Learning Resource Center, Yucaipa, CA
Crafton Hills College, Infrastructure Upgrade Package II and III, Yucaipa, CA
La Cienega Blackwelder, 22 Building Campus Renovation, Gallery and Creative Office Conversion, Los Angeles & Culver City, CA
Anchorage Convention Center, Anchorage, AK
Phoenix Convention Center, Renovation and Expansion, Phoenix, AZ
Gaylord Resort Convention Center, Schematic Design, Chula Vista, CA
Albany Convention Center, Programming and Concept Phase, Albany, NY
Black Entertainment Television, Studio, Edit Rooms and Office Renovation, Los Angeles, CA
Red Bull, Office/Technical Space, Santa Monica, CA
Ridgeline NFL Stadium, Schematic Design, City of Industry, CA
Dodger Stadium, Next 50 Years, Master Plan of Stadium Expansion, Los Angeles, CA
18th Street, Adaptive Re-Use, Creative Office and New Construction, Santa Monica, CA
Stanford Court Hotel, Major Renovations and Upgrades, San Francisco, CA

Design and analyze motion picture camera and lens components and systems. 
Design and analyze multi-waveband opto-mechanical systems, utilizing servo-motion control, active image stabilization and high precision optical elements. 
Evaluate electromechanical systems for EMI shielding, heat rejection and corrosion prevention. 
Perform FEA stress and thermal analyses. 
Solicit and incorporate customer feedback and serviceability into new and updated designs. Conduct testing to verify functionality, ergonomics, and analytical model results. 
Interface with vendors and production facility to improve quality and ease manufacturing. Document new designs, service modification instructions, and analysis results.

Design Engineer, Material Integrity Solutions - 2/2002 to 8/2004
Designed and analyzed process and steam piping and supports for power plants. 
Performed load calculations and specified equipment in cogeneration systems. 
Generated mechanical layouts and piping and instrumentation drawings. 
Interfaced with clients and performed field visits during design and as-built project phases. 
Designed new products for the power industry, including machined parts, weldments, and steel supports structures for stationary and sun-tracking solar arrays. 
Analyzed components and systems using finite element software and hand calculations. Built prototypes and performed functionality testing, using data acquisition, in on-site workshop.

Product Design Engineer, Fabco Automotive Corporation, QS 9000 Cert. - 7/2000 to 2/2002
Designed steerable drive axles and transfer cases with components including gears, splined shafts, seals, cast and machined housings, bearings, springs, pistons, oil pumps, and brakes. 
Collaborated with manufacturing engineering and production to improve manufacturability. Investigated and analyzed component failures for design/material defect or operational abuse. Developed and performed fatigue and operational testing of axles and transfer cases in on-site workshop and at off-site testing lab.

Designed specialized lifting and transportation systems. 
Produced project bid estimates and schedules. 
Functioned as on-site engineer to provide project management and technical support. 
Participated in non-destructive testing of lifting and transportation hardware. 
Performed surveys and quality control of steel structures.

Served as the technical link between manufacturing, quality assurance and suppliers. Determined root cause of defective components in production and incoming inspection. Reviewed designs to determine their manufacturability and inspection rules of machined parts, sheet metal weldments, electromechanical assemblies, and liquid cooling components. Improved defective material processes and trained others to use the modified processes.
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**Which Boards would you like to apply for?**

Planning Commission: Not Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

<table>
<thead>
<tr>
<th>Melissa</th>
<th>Sanders</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Last Name</td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
</tr>
<tr>
<td>Street Address</td>
<td>Suite or Apt</td>
</tr>
<tr>
<td>City</td>
<td>State</td>
</tr>
</tbody>
</table>

**Are you a Culver City resident?**

- Yes  
- No

If you are a resident of Culver City, please list how many years:

12

<table>
<thead>
<tr>
<th>Primary Phone</th>
<th>Alternate Phone</th>
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</thead>
<tbody>
<tr>
<td>self/as needed</td>
<td>Gal Friday</td>
</tr>
</tbody>
</table>

**Employer**  
**Job Title**
Are you a Culver City business owner/operator?

- Yes  - No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  - No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  - No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

n/a

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

n/a

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  - No

If yes, please explain:

hope not!

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

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Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

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Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

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None Selected

Supplemental Questions

Thank You

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Jay Garacochea
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Which Boards would you like to apply for?

Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay</td>
<td>Garacochea</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Email Address</th>
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<th>Suite or Apt</th>
</tr>
</thead>
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<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Postal Code</th>
</tr>
</thead>
</table>

Are you a Culver City resident?

- [ ] Yes  - [ ] No

If you are a resident of Culver City, please list how many years:

23

<table>
<thead>
<tr>
<th>Primary Phone</th>
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</tr>
</thead>
</table>
Employer: Self Employed
Job Title: Security Consultant

Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Yes, 7 years

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.


If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

N/A

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

N/A

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I am currently the Culver City representative to the Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District.

Jay Garacochea
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:


Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Bachelor of Science Degree, Kansas State University

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The Board of Trustees establishes West Los Angeles Vector Control District policies and makes budget decisions. I am the past President of the Board of Trustees and have a vested interest in the position. I will continue to give the City Council the necessary updates that specifically effect the city and our community.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I have become a valuable member of the board and we as a group work very well together. Reappointment to this position will be greatly appreciated.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I currently hold the appointment and continue to become more involved in the position as time passes on. I also received a Bachelor of Science degree from Kansas State University, a curriculum that included numerous science and biology courses.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

Continue to work together as a board for the betterment of our cities and communities.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended each of the scheduled meetings during my tenure.

Jay Garacochea
How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I will attend each of the meetings that are scheduled for every other month.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I hope, over the time while holding the appointment, that the council has seen value with me being their representative. I appreciate the city and the council’s consideration in reappointing me to this position and that they can continue to know that I will always represent Culver City to the best of my ability. Thank you, Jay

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

By Mail: Office of the City Clerk
9770 Culver Blvd.
Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk’s Office, by fax or email as indicated above, or by phone at (310) 253-5851.

Outreach Question

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook/Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☑ Other

Supplemental Questions

Thank You

Jay Garacochea
The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

**Which Boards would you like to apply for?**

Landlord Tenant Mediation Board: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
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<tbody>
<tr>
<td>Michael</td>
<td>Matthias</td>
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</table>

<table>
<thead>
<tr>
<th>Email Address</th>
<th>Street Address</th>
<th>Suite or Apt</th>
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**Are you a Culver City resident?**

- [ ] Yes
- [ ] No

If you are a resident of Culver City, please list how many years:

18

<table>
<thead>
<tr>
<th>Primary Phone</th>
<th>Alternate Phone</th>
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<thead>
<tr>
<th>Employer</th>
<th>Job Title</th>
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</thead>
<tbody>
<tr>
<td>Self Employed</td>
<td>Real Estate Agent</td>
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</tbody>
</table>

Michael Matthias
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I have coached locally for two of my daughters sports teams including AYSO soccer and USYVL volleyball. I have held various leadership callings in my church as well (Church of Jesus Christ of Latter Day Saints).

Michael Matthias
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

I am a real estate agent specializing in helping investors/clients to buy and sell apartment buildings in Culver City and surrounding areas. My primary focus is five units and above however I will work on smaller properties in Culver City. I have been working here locally since 2012 and have represented clients from Santa Monica to downtown LA.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

I completed a BA at San Diego State in 2003 and have held an active real estate license since 2009.

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

This board acts as a middle man between landlords and tenants for disagreements with rent increases and evictions. Although the decision of the board is not legally binding the intent is to assist with negotiations between both parties in hopes of a mutually beneficial agreement.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I have considered applying for this position for several years. It is a topic that I’m passionate about and relates directly to my job. I work closely with both tenants and landlords on a regular basis and understand the challenges from both sides. I’m grateful for the ability to call Culver City home. I’m appreciative of the small town feel and the ability for all of the residents to get involved.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

As mentioned on previous questions, I work directly with property owners, management companies and tenants in various capacities. I’ve been a tenant in Culver City and am now a homeowner. As a result I can appreciate each individuals perspectives.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I've always done well playing the role of the middleman. To me the key is always listening to obtain a better understanding of what their needs are. By helping both parties listen to each other I'm confident on achieving successful solutions.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

It's my understanding that these board meetings are not open to the public and as a result I have not attended any previous meetings.

Michael Matthias
How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

Juggling time is a weekly conversation in our home as we successfully manage all of our kids’ schedules. I can commit several hours each week for preparation.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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☑ Other

Supplemental Questions

Question applies to Landlord Tenant Mediation Board

Please select the Category for which you are applying to the LandLord Tenant Mediation Board (Member At-Large, Tenant, Landlord) *

☑ Member At-Large Representative
Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

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A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

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You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

Elias Platte-bermeo
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Landlord Tenant Mediation Board: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

N/A

Elias Platte-bermeo

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<th>First Name</th>
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<tbody>
<tr>
<td>Elias</td>
<td>Platte-bermeo</td>
</tr>
</tbody>
</table>

Email Address

Street Address

City

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

2

Primary Phone

Alternate Phone

University of Southern California

Sustainability Program Assistant

Elias Platte-bermeo
Are you a Culver City business owner/operator?

- Yes  - No

If you are a Culver City business owner/operator, please list how many years.

N/A

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  - No

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  - No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

N/A

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

N/A

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  - No

If yes, please explain:

N/A

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I have been an active volunteer with Culver City for More Homes (CC4MH) since fall 2020.
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Please see attached resume.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Please see attached resume.

---

**Application Questions**

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

I believe the primary role of the Culver City Landlord Tenant Mediation Board is to be an objective third-party body that can review the claims of both tenants and landlords and provide recommendations for actions that all parties can take to effectively resolve disputes. I believe part of the power of this Board comes from the fact that it brings together residents to support fellow residents.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I want to join the Culver City Landlord Tenant Mediation Board because I recognize the dire importance of protecting the rights of our city’s renters. As a 23-year old renter, I understand the anxiety that can come from landlord-tenant power dynamics. I have found that many other young renters like myself do not know how to approach sensitive conversations with landlords or how to effectively advocate for themselves, and I want to assist them and all other Culver City renters in exercising their right to fair housing.

Almost half of Culver City’s residents rent their homes and almost half of these renters pay more than half of their income on rent. I look forward to the day in which more families, couples, and individuals can gain access to homeownership, since it’s currently one of the best ways to build and maintain intergenerational wealth in our society. But until that day, I am committed to protecting renters and ensuring that all people -- regardless of race, income, or any other factor -- are able to live comfortably in our city. I firmly believe that diversity strengthens our city, and I recognize that housing abundance and affordability are critical means of retaining (and hopefully expanding) the diversity of our city. Renter protections -- via policy or tools like landlord-tenant mediation -- are crucial components of housing justice. As I look at my street, Duquesne Avenue, I see a vibrant and diverse community of renters, landlords, and homeowners. I want to ensure that the neighbors I’ve met and those I haven’t met are all able to thrive in our community and access all that Culver City has to offer. I want to help make this a reality through the Landlord-Tenant Mediation Board.

Elias Platte-bermeo
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

At UCLA, I studied geography and public affairs, and these disciplines gave me a deep understanding of the importance of stable housing and the severity of our nation’s housing crisis. Courses like “The Geography of Opportunity” taught me the history of housing policy across the country and in Los Angeles, as well as the chilling ways in which a person’s neighborhood can determine their likelihood for lifelong success -- or lack thereof. Outside of school, I’ve made it a point to dive deeper into housing issues from a historical perspective, a policy perspective, and a people perspective. Books like The Color of Law by Richard Rothstein and Evicted by Matthew Desmond were formative in my understanding of the ways in which our governments (federal, state, and especially local) have failed to ensure affordable housing for all, and how this harms real people across the country and right here in the Los Angeles metropolis. Since fall 2020, I have channeled these passions into my involvement with Culver City for More Homes (CC4MH), a grassroots group of Culver City residents and stakeholders devoted to making housing more plentiful, affordable and equitable for everyone, while protecting renters and unwinding Culver City’s historic legacy of redlining and restrictive zoning. As one of the core volunteers within CC4MH, I have become deeply familiar with Culver City’s sordid history of housing policy and its effects to this day. I have followed the fight to enact citywide renter protections and the ensuing opposition to these policies resulting in a ballot measure to strike down these protections. I have also watched the city’s process for properly funding rent control and renter protection measures and have advocated to Culver City residents to make their voices heard to the City Council on these issues. Given the successful funding of these programs, I want to help determine the direction of the Landlord-Tenant Mediation Board to best ensure that the rights of both tenants and landlords are protected. Folks like myself -- those under the age of 25 -- seem to be vastly underrepresented in ALL aspects of our local government, and I want to help remedy this. As a young renter with 3 roommates, I believe I can bring an important perspective to the Board which currently lacks appropriate representation.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I intend to be an active voice in decisions made by the Board. I am passionate about the issue of fair housing and will bring this passion to my work within the Board, without allowing it to bias my judgment when making decisions or recommendations. I will be thorough in my review of the issues picked up by the Board and will work with my fellow board members to find the best solution for the parties involved.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have not attended any meetings of the Landlord-Tenant Mediation Board. I was not aware of the Board until fairly recently, but I have reviewed all publicly available Board meeting agendas -- of which there are only two -- to better understand the work of the committee. I regularly check the Culver City website for information on upcoming Board meetings and have joined the Board’s email list to stay apprised of future meetings.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

Outside of attending regular Board meetings and any additional meetings necessary to conduct the work of the Board, I can commit 10-15 hours per month to reviewing materials.

Elias Platte-bermeo
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I am happy to expound on any parts of this application and/or answer additional questions you may have about my background, experience, and interests. Thank you for your consideration for this position.

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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Outreach Question

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☑️ Word of Mouth

Supplemental Questions

Question applies to Landlord Tenant Mediation Board
Please select the Category for which you are applying to the LandLond Tenant Mediation Board (Member At-Large, Tenant, Landlord) *

☑️ Tenant Representative

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!

Elias Platte-bermeo
ELIAS PLATTE BERMEO

EDUCATION
University of California, Los Angeles (UCLA) — September 2015 - June 2019
Bachelor of Arts in Geography/Environmental Studies and Minor in Public Affairs — 3.97 GPA (summa cum laude)
Relevant Coursework: GIS, Urban Planning, Statistics, Public Policy, Microeconomics, Environmental Justice, Public Opinion

PROFESSIONAL EXPERIENCE
University of Southern California (Los Angeles, CA) July 2019 - Present
Sustainability Coordinator
- Developed the forthcoming 2028 Sustainability Plan which outlines high-level commitments for greener campus operations
- Conducted USC’s first AASHE STARS report by compiling and analyzing institution-wide operations and administrative data
- Managed production of Sustainability Annual Reports by collaborating across departments and with external vendors
- Oversaw a team of 40+ employees at zero-waste events which diverted over 8,000 pounds of waste from landfill in 2019

UCLA Housing and Hospitality Services (Los Angeles, CA) September 2018 - June 2019
Sustainability Assistant
- Tracked water, electricity, transportation, and fleet data for 8.2 million square feet of real estate to inform sustainability plans
- Collaborated with Athens Waste Services to prepare a waste diversion plan and introduce compost to all graduate housing
- Partnered with teams across the university to obtain Green Seal Certification for the Luskin Conference Center
- Developed student and staff engagement initiatives to nurture a vibrant campus sustainability community

UCLA Sustainability Action Research (Los Angeles, CA) June 2018 - June 2019
Program Director & Course Instructor
- Devised 7 research projects in areas like transportation, urban resilience, basic needs, and waste diversion
- Identified campus stakeholders to support project teams; interviewed and selected program members at a 30% acceptance rate
- Planned and taught a 20-week course focused on real-world sustainability, project management, and professional development
- Designed assignments, facilitated class activities, and aided teams in refining the direction and scope of their research projects

Pacific Gas and Electric Company (San Francisco, CA) June 2018 - September 2018
Environmental Systems & Programs Intern
- Tracked changes in regulations on greenhouse gases and other emissions to ensure facility compliance and healthy air quality
- Determined appropriate chemical testing schedules for PG&E facilities with independent sources of drinking water
- Partnered with Risk Management team and external consultants to explore the feasibility of ISO 14001 certification

UCLA Sustainability Action Research (Los Angeles, CA) January 2017 - June 2018
Project Lead
- Designed and implemented a zero-waste pilot program in two university-owned residential apartment complexes
- Consulted and developed partnerships with environmental nonprofit organizations to receive program materials free of cost
- Collected and analyzed waste audit data to determine a 40% organics diversion rate over the span of the 10-week pilot
- Presented results to administrative stakeholders and collaborated to apply my framework to other UCLA apartments

City of Palo Alto Community Services Department (Palo Alto, CA) June 2017 - September 2017
Policy Strategy Intern
- Surveyed regional government practices to inform recommendations for equitable improvements to city programs
- Evaluated program performance and financials to create reviews of the department’s $25 million budget
- Developed qualitative and quantitative research skills through in-depth analysis of city policies and programs

SKILLS & ACCREDITATIONS
- Spatial and statistical analysis (ArcGIS, QGIS, ENVI, R)
- Marketing and engagement (Mailchimp, WordPress, Instagram, Facebook, Twitter)
- Business software (SAP, Microsoft Office, Google Suite)
- LEED Green Associate accreditation

HOBBIES & INTERESTS
- Housing Policy: I helped establish a grassroots network of local advocates for equitable and affordable housing
- Active Transportation: The Ballona Creek Bike Path has become my home-away-from-home during the pandemic
Application Form

Profile

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Ethics and Avoidance of Conflicts of Interest

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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

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Important Information

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You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Landlord Tenant Mediation Board: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

<table>
<thead>
<tr>
<th>Judy</th>
<th>Scott</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Last Name</td>
</tr>
<tr>
<td></td>
<td></td>
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</table>

Email Address

<table>
<thead>
<tr>
<th>Judy</th>
<th>Scott</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address</td>
<td>Suite or Apt</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

City

<table>
<thead>
<tr>
<th>Judy</th>
<th>Scott</th>
</tr>
</thead>
<tbody>
<tr>
<td>State</td>
<td>Postal Code</td>
</tr>
<tr>
<td></td>
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</tbody>
</table>

Are you a Culver City resident?

☐ Yes  ☐ No

If you are a resident of Culver City, please list how many years:

44

<table>
<thead>
<tr>
<th>Judy</th>
<th>Scott</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Phone</td>
<td>Alternate Phone</td>
</tr>
<tr>
<td></td>
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</tbody>
</table>

self

<table>
<thead>
<tr>
<th>Judy</th>
<th>Scott</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer</td>
<td>Job Title</td>
</tr>
<tr>
<td>self</td>
<td>owner - Wade Street Apartments</td>
</tr>
</tbody>
</table>
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

21

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Ad Hoc Committee on the Homeless - 3 years Culver City Centennial Celebration Committee 3 years - Member - Board of Directors " " - Secretary, Executive Committee " " - Chair, Marketing Sub-Committee

Judy Scott
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

retired from Film Distribution Executive - 7 years owner/manager, Wade Street Apartments - 21 years

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

BA California State University @ Northridge 1974 (Major: Philosophy Minor English Literature) UCLA Post-Production Course (non-matriculating) 1984

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

provide mediation services to the Culver City rental housing community

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I enjoy participating in the mediations provided to the community by the city, and in service to the city I've enjoyed living in for 44 years, and feel a civic obligation to give back to, in general.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?


How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

continuing to volunteer for mediations (as I am retired, I am usually more available than board members who are employed), and I have participated in more mediations (over 50) that any other board member. Continue to research current information on mediation practices.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

Every quarterly meeting since 2008

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

It depends on the number of scheduled mediation each month (generally a mediation requires between 1 and 3 hours depending on number of issues involved and circumstances of participants)
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

In researching current news and information on mediation practices two years ago I discovered and recommended to Housing Dept. an online mediation related periodical, "Mediation Magazine" which is available free each month and which Housing made known to all board members and in association with that publication I recommended an on-line certified interactive training available on certain dates annually which costs the city considerably less costly than the Southern California Bar Association training ($350 per session versus $1200 - for in person SCBA training) which Housing Dept. now uses for all new board members.

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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Outreach Question

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☐ Other

Supplemental Questions

Question applies to Landlord Tenant Mediation Board

Please select the Category for which you are applying to the Landlord Tenant Mediation Board (Member At-Large, Tenant, Landlord) *

☐ Landlord Representative
Thank You

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Which Boards would you like to apply for?

Planning Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

1. Planning Commission 2. LAX Area Advisory Committee 3. Advisory Committee on Housing & Homelessness

Manjit Asrani
First Name

Email Address

Street Address

City

Primary Phone

Alternate Phone

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

6
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

I was one of the members from the Fox Hills area who was recommended and elected to the General Planning Advisory Committee (GPAC) when it was initially formed. I served for approximately two years.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

NONE

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Member of the General Planning Advisory Committee (GPAC), Fox Hills, Culver City. Participated in discussions involving updating the GP with a focus around land use, housing, affordable housing and density and developing homelessness solutions. 2016/2017 - Consulting member on Nevada County Economic Research Council Talent Connection Taskforce Initiative and Connected Communities Academy. The local communities were facing a drain of qualified workers who would leave the local area for much higher paying jobs in the Bay Area. The Nevada County Economic Resource and Connected Communities Academy (CCA) offered classes and training in the tech field, including virtual reality filmmaking, introduction to software development, coding fundamentals and user experience design fundamentals and programs to upscale tech skills and develop alternative strategies to recruit, train and retain tech talent for local companies. 2018/2019/2020 - Board member and President at our condo complex in Fox Hills. The Board was collectively in charge of managing 31 units and a budget of $140,000 annually

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

2002 - Current: I have and continue to build an active residential and investment real estate business. I have worked with large brokerage firms and I am currently a Realtor with Premier Realty Associates. Over the past almost 20-years, I have provided buyers, investors and sellers with a full range of professional, knowledgeable and legal and market expertise to help them achieve their goals. My extensive experience in real estate has made me aware of significant insight such as zoning and land use, SFR to high density, local ordinances such as STLUs and view ordinances, building codes, permits, traffic issues and the process of planning new developments

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Bachelor's Degree in Arts Real Estate License

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Oversee disciplined planning of new and existing commercial and residential developments to accommodate future structured growth and simultaneously retain the suburban charm of Culver City. With growth occurring in neighboring cities and the fact that most people who work in Culver City do not live here, the Commission needs to look closely at upgrading the infrastructure to support increased usage. In addition, the Commission will need to seek support and build consensus as this may be a lengthy process
Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I seek the appointment to the Planning Commission for three simple reasons: 1. The Planning Commissions main job is to carefully review development plans to make sure they conform with municipal codes. Based on that they make recommendations to the Council. The decisions made by the Council affect the City directly in the short and long term. 2. Culver City has a small town feel surrounded by huge bustling cities. I see the Planning Commission as the body that ensures it stays that way because I think that is what most Culverians want 3. Planned standardized development of commercial and residential areas will take time, vision and resources but in the end it will definitely result in a very desirable city with high paying jobs and enviable property values.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

The most important and least available commodity is land and so how we plan and implement what we do with it, how we do it and what cost will determine what our City will look like eventually. Unlike cities such as Irvine that has ample land, Culver City is very limited and landlocked. In several cases, we have to undo what has already been done to make better planned developments going forward. This will be slow and painful and require consensus. This requires individuals who are familiar with land use, zoning, building ordinances, permits, traffic and the several other variables that go into making a dream a reality. I am confident I have the necessary abilities and expertise to help make this happen successfully.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

1. Work backwards - clearly understand the vision/goals of what the Council wants to achieve and the time line and resources available. 2. With those goals in mind, cooperate with different departments to quantify what will be required to achieve those goals 3. Develop strategies to achieve them. 4. Once prepared, present to the Council for approval and then implementation.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended several of the Planning Commission meetings when on the GPAC but not the other two.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

8-hours each.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I am an active Realtor but my schedule allows me to make my own hours and devote adequate time to my interests in working with the City.

Please upload a file to attach supplemental information, if desired.

Manjit Asrani
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☐ Website/Email

Supplemental Questions

Thank You

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You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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Which Boards would you like to apply for?

LAX Area Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Kevin Klowden
First Name

Klowden
Last Name

Email Address

Street Address

Suite or Apt

City

State

Postal Code

Are you a Culver City resident?

☐ Yes  ☐ No

If you are a resident of Culver City, please list how many years:

21

Primary Phone

Alternate Phone

Milken Institute

Executive Director

Employer

Job Title
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I have served on the LAX Area Advisory Council since 2009, including two years as vice-chair and two years as chair, representing Culver City. I have also served on the board of the Culver City National Little League and the La Playa Nursery School Board, and have spent twelve years as a coach in Culver City ASYO soccer. I have also been a volunteer at El Marino Language School. I also serve on the leadership board for the engineering school at Cal Poly Pomona and the Los Angeles Regional Export Council as well as the LA Chamber of Commerce, Biz Fed Institute, and Asia Society.

Kevin Klowden
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

In addition to the information on the resume, in my work, I also routinely interact with key leadership figures at LAX and Metro, as well as various other key local figures on infrastructure.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Please see my attached resume.

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

To advise the ongoing operations of and redevelopment of Los Angeles International Airport, particularly as it impacts the communities around the airport. We directly advise both Los Angeles World Airports and the Board of Airport Commissioners. In addition, we engage with leading officials on issues of traffic, policing, pollution, air traffic and development.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

To provide effective feedback on issues of traffic, pollution and overall impact on Culver City, and to ensure that improvements made by the airport will effectively address these issues.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

In my work, I play a significant role in advising key figures at LAX on policy and planning, including Director Justin Erbacci. I also directly interact with officials at the City of LA, County of LA, and state of California on infrastructure and traffic issues. I also directly interact with Metro leadership including on the efforts to connect the Crenshaw Line to LAX.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

By not only attending the meetings, but also engaging with members of the Airport staff, the City of Los Angeles, Federal Aviation Administration and others, and staying informed on key issues.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I make between 8 and 10 meetings per year of the LAX Area Advisory Committee.
How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

In addition to the time spent at meetings, I spend at least two to three hours per week on items related to the work of the committee.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I have developed a strong working relationship both with representatives from other cities and the LAX leadership, including LAWA Director Justin Erbacci. I have played a key role in helping to engage the community on key issues such as aircraft noise and have directly engaged both LAX staff and FAA staff on the issue.

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☑ Website/Email

Supplemental Questions

Thank You

Kevin Klowden
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KEVIN KLOWDEN

Economist, business strategist and recognized expert on trade, exports and regional economic development, with special focus on the economics of technology and the future of work.

- Extensive experience analyzing national, state and local economic issues both on the policy and industry levels. In-depth experience working with and advising senior corporate executives and elected officials on numerous subjects, with an eye toward finding opportunities and mitigating risk.
- Frequent contributor of information at the request of local and state government leaders drafting regulations and industry initiatives. Played a key role in shaping and passing the 2014 California film tax credit legislation and California’s 2019 export initiative.
- Key leader in trade and export issues, both in chairing the Department of Commerce Trade Finance Advisory Council, and advising several federal and state agencies, and international organizations such as the Asian Development Bank.
- Lead author or contributing author on thirty publications at the Milken Institute, in addition to several articles and op-eds published in *The Wall Street Journal, Los Angeles Times, Baltimore Sun*, and several international publications.
- Widely quoted in media (e.g., CNN, Fox, NPR, *The Wall Street Journal* and the *Financial Times*), on California and international economic issues, the entertainment industry, foreign direct investment, aerospace and trade.
- Engaged business leaders and conducted research in most major markets and global regions, including Europe, Asia Pacific and Latin America. Has spoken to leading business and government figures in cities ranging from Beijing to Singapore to London.
- Exceptional strategist and presenter with ability to explain complex concepts and relationships to a wide range of audiences, from corporate executives to public officials.

**WORK EXPERIENCE**

**MILKEN INSTITUTE**, Santa Monica, CA 2003 to Present

*Executive Director, Center for Regional Economics and California Center, 2017-present*
*Managing Director, California Center 2015-2016*
*Director, California Center, 2010 - 2014*
*Managing Economist, 2007 - 2010*
*Research Economist, 2003 - 2007*

- Advised the last three California gubernatorial administrations and last three Los Angeles mayoral administrations on economic development and trade issues, including leading the two-year Los Angeles Economy Project and helping to lead reform efforts on business taxes, regulations and IT procurement.
- Consulted for foreign governments on international trade, technology and energy issues, including to promote and facilitate foreign direct investment in the US, including through the USMCA. Advised governments (e.g., Great Britain, Germany, Italy, Japan, Brazil, Vietnam, Mexico and Canada) on doing business in California and the United States.
- Developed, presented and advocated on trade and infrastructure issues, including the highly cited “Strategies for Expanding California’s Exports”, earning Institute the “Bob Kleist Leadership Award” from Los Angeles World Trade Week and “New to Export 101” which earned the NASBITE program excellence annual award in 2018.
- Has served as Chair of the Department of Commerce Trade Finance Advisory Council since December 2017, in which role he has facilitated recommendations on financial technology, export assistance, regulatory and process reform, implementation of new to export models, and has worked in collaboration with the US Federal Reserve, Department of the Treasury, Small Business Administration and Export-Import Bank.
- Directly influenced public policy as lead author on four widely quoted studies on the entertainment industry, focusing on the impact of the writer’s strike in 2007 and the continued exodus of film production from the state of California – as well as the growth of production in New York and elsewhere.
• Successfully assembled and led numerous panel sessions at the Milken Institute Global Conference on issues ranging from entertainment to global finance to the space industry.

• Led the Milken Institute’s Center for Regional Economics as a thought leader on numerous key economic development issues including the future of work, development of regional knowledge-based economies, technology transfer, minority access to capital for small business including for exports, and in sustainable development in infrastructure and housing.

• Developed and led sessions comprising including Nobel laureates, heads of state, Fortune 500 chief executives, and prominent elected officials for the Global Conference and the Institute’s Summit in London and California. Organized and led key private sessions including a White House Business Roundtable.

• Directly influenced state and municipal economic development as co-author of widely covered national studies including the “State Technology and Science Index”, “Jobs for America”, “Unhealthy America”, “North America’s High Tech Economy” and the widely referenced annual “Best Performing Cities” index.

• Currently serves on multiple advisory and leadership boards including those of California Polytechnic State University, Pomona, the Los Angeles Regional Export Council, LAX Area Advisory Committee, BizFed Institute, and Asia Society of Southern California.

THQ, INC., Calabasas, CA 1999 to 2003

PC Lead
• Played a key role in the re-establishment of the PC games group at THQ, including establishing a set of standards for game features, interface and functionality utilized by the company for over ten years. Collaborated with Apple executives to reintroduce a Macintosh OS product line at the company.

• Partnered with developers and licensors including the BBC, Nickelodeon, Mattel and Pixar in multiple countries and markets including the UK, France, Germany and Australia, to bring new PC game content to the market for both conventional and digital distribution.

• Assembled and supervised multiple teams of up to 30 employees. Developed plans for instructing new employees, and made staffing decisions for the PC group.

SANTA MONICA COLLEGE, Santa Monica, CA 1996 to 1997

Adjunct Professor of Geography
• Created new courses and lesson plans in subjects of physical and cultural geography. Courses were consistently at or above maximum capacity, with waiting lists, and were comprised of students from very diverse backgrounds, including foreign students from more than thirty countries.

EDUCATION

London School of Economics and Political Science
  MS in Politics of the World Economy, 1998

University of Chicago
  MA in Economic Geography, 1994
  BA in Historical Geography, 1994
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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

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Important Information

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You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

- **Important:** Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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**Which Boards would you like to apply for?**

LAX Area Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

<table>
<thead>
<tr>
<th>Luciano</th>
<th>Nocera</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Last Name</td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
</tr>
<tr>
<td>Street Address</td>
<td>Suite or Apt</td>
</tr>
<tr>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>Postal Code</td>
<td></td>
</tr>
</tbody>
</table>

**Are you a Culver City resident?**

- Yes
- No

If you are a resident of Culver City, please list how many years:

- 17

<table>
<thead>
<tr>
<th>Primary Phone</th>
<th>Alternate Phone</th>
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</thead>
<tbody>
<tr>
<td>USC</td>
<td>Computer Scientist</td>
</tr>
<tr>
<td>Employer</td>
<td>Job Title</td>
</tr>
</tbody>
</table>
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Volunteered at CC AYSO as coach and referee Met with CC for Quite Skies and West Adams for Quite Skies groups Reached out to LA Mayor Garcetti with the Quite Skies LA group to request action on the overflights situation Helping the LAX Roundtable ad-hoc refine Option B (alternative flight path to NDW arrivals proposed by Quite Skies LA)

Luciano Nocera
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Computer Scientist at the University of Southern California Associate Director Integrated Media Systems Center OstrowOn Online Programs, Herman Ostrow School of Dentistry Current research work: - COVID-19 contact tracing system - supporting data & technology for Crosstown at https://xtown.la/ - supporting online programs at Herman Ostrow School of Dentistry with educational software and machine learning - Freight Volume Modeling on Major Highway Links with METRANS Transportation Center at USC starting Sept. 2020 - wearable and mobility sensors analytics for health applications (pollution and performance status monitoring) - teaching data visualization class for MS Data Informatics Program

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:


Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

- Currently serving as the LAXAAC chair (started on Jan 2020 - I was renewed for a second term on Dec 2021) - The committee reviews airport operations issues that impact their communities and makes recommendations to the Commission, Mayor's Office, City Council and other appropriate agencies. - In the last year we have created ad-hocs for each area the committee is tasked to provide recommendations on: noise, ground transportation, environmental impact and safety of LAX operations - Report to the Culver City Council and represent Culver City interests as instructed by the Culver City Mayor and Council Members

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I have served on this committee for several years and are now serving as the committee chair. As LAX reopens it does so with new challenges for the neighboring communities due to the airport expansion and new disruptive technologies (e.g., air taxis) I would like to continue serving in my current chair position to facilitate help our communities provide feedback to LAXAAC and help Culver City better understand and address these challenges.

Luciano Nocera
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

- Organizational skills from leading research projects. - My research work is related to all the topics that the LAXAAC addresses and I hope that can benefit LAXAAC and the communities. - My past involvement in the LAXAAC and advocacy work to try to promote a solution for the problem of the overflights

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I will continue to support LAXAAC mission by continuing to re-focus LAXAAC so it can better serve its mission. Specifically, as chair I will help LAXAAC, address problems relevant in all areas the committee is competent leveraging the recently reinstated ad-hoc committees and will continue to inform the Culver City Council members with any relevant information that is relevant to the interests of the City and it's citizens.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

- In the last year I attend all but 1 meeting - I have presented to Culver City ad-hoc committee on the overflights (Council Members Eriksson and Vera) - I have attended the Noise and Emissions Symposium on behalf of LAWA (3 days online event)

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

2-3 days - more when required

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Together with the other two Culver City LAXAAX committee members (Kevin Knowden and John Wahlert) I would like the Culver City Council to consider extending the LAXAAC appointments.
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

By Mail: Office of the City Clerk
         9770 Culver Blvd.
         Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk's Office, by fax or email as indicated above, or by phone at (310) 253-5851.

Outreach Question

The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☑️ Website/Email

Supplemental Questions

Thank You

The City Clerk’s Office encourages all interested persons to apply for all positions in which they have an interest!
Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

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Important Information

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You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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Which Boards would you like to apply for?

LAX Area Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

LAXAAC

<table>
<thead>
<tr>
<th>John Wahlert</th>
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<tbody>
<tr>
<td>First Name</td>
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<td>Last Name</td>
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<th>Email Address</th>
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<tr>
<th>Street Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suite or Apt</td>
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</tbody>
</table>

City: 
State: 
Postal Code: 

Are you a Culver City resident?

Yes ☐ No ☑

If you are a resident of Culver City, please list how many years:

25

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<th>Primary Phone</th>
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<tbody>
<tr>
<td>Alternate Phone</td>
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</tbody>
</table>

Katz Media Group: 
Senior Vice President - Sales: 

Employer: 
Job Title: 

John Wahlert
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.


Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Current Member of LAX Area Advisory Committee - 2 Terms. Currently Vice Chair 2020 Culver City Committee on Homelessness - 2 term member - Chair in 2014. Interscholastic Equestrian League - Board Member Culver City PTA - Member Farragut Fan Club - Member

John Wahlert
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Katz Media Group - SVP Sales 29 Years

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

BA in Marketing from San Jose State University Private Pilot license Culver City CERT

---

**Application Questions**

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

This is a non actionable committee. Luciano and I are working on moving this committee towards a more responsive group. Currently all information discussed is also made public. The committee would like to have more input into events impacting the surrounding communities.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

My first year on the Committee was a learning year. My second term has been a more involved term. I have an excellent attendance record at the LAXAAC meetings LAX issues and the group involved are not simple matters. I earned my Private Pilots license in 1975 at the age of 16 and have a in depth knowledge of flight over Southern California. I am a frequent traveler who uses LAX on a monthly basis.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

As a 2 term member, I am the Jr. member on LAXAAC. The board has members who have been on the board 20+ years and have extensive knowledge of LAX and the issues surrounding LAX. My depth of knowledge learned over the past 2 terms is an important qualification for the position.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I would like to Chair the LAXAAC and give the board more of a focus to matters that impact cities surrounding LAX. The Committee does not have power to enact policy.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

LAXAAC meets monthly, During the past term I have only missed 4 meetings.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I would spend as much time as needed to properly represent Culver City.

---

John Wahlert
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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☐ Other

Supplemental Questions

Thank You

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Culver City Commissions, Boards, and Committees

Application Form

Profile

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Which Boards would you like to apply for?

Planning Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

1. Planning Commission 2. LAX Area Advisory Committee 3. Advisory Committee on Housing & Homelessness

Manjit Asrani

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

6

Manjit Asrani
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

---

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

I was one of the members from the Fox Hills area who was recommended and elected to the General Planning Advisory Committee (GPAC) when it was initially formed. I served for approximately two years.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

NONE

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Member of the General Planning Advisory Committee (GPAC), Fox Hills, Culver City. Participated in discussions involving updating the GP with a focus around land use, housing, affordable housing and density and developing homelessness solutions. 2016/2017 - Consulting member on Nevada County Economic Research Council Talent Connection Taskforce Initiative and Connected Communities Academy. The local communities were facing a drain of qualified workers who would leave the local area for much higher paying jobs in the Bay Area. The Nevada County Economic Resource and Connected Communities Academy (CCA) offered classes and training in the tech field, including virtual reality filmmaking, introduction to software development, coding fundamentals and user experience design fundamentals and programs to upscale tech skills and develop alternative strategies to recruit, train and retain tech talent for local companies. 2018/2019/2020 - Board member and President at our condo complex in Fox Hills. The Board was collectively in charge of managing 31 units and a budget of $140,000 annually

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

2002 - Current: I have and continue to build an active residential and investment real estate business. I have worked with large brokerage firms and I am currently a Realtor with Premier Realty Associates. Over the past almost 20-years, I have provided buyers, investors and sellers with a full range of professional, knowledgeable and legal and market expertise to help them achieve their goals. My extensive experience in real estate has made me aware of significant insight such as zoning and land use, SFR to high density, local ordinances such as STLU and view ordinances, building codes, permits, traffic issues and the process of planning new developments

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Bachelor's Degree in Arts Real Estate License

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Oversee disciplined planning of new and existing commercial and residential developments to accommodate future structured growth and simultaneously retain the suburban charm of Culver City. With growth occurring in neighboring cities and the fact that most people who work in Culver City do not live here, the Commission needs to look closely at upgrading the infrastructure to support increased usage. In addition, the Commission will need to seek support and build consensus as this may be a lengthy process

Manjit Asrani
Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I seek the appointment to the Planning Commission for three simple reasons: 1. The Planning Commissions main job is to carefully review development plans to make sure they conform with municipal codes. Based on that they make recommendations to the Council. The decisions made by the Council affect the City directly in the short and long term. 2. Culver City has a small town feel surrounded by huge bustling cities. I see the Planning Commission as the body that ensures it stays that way because I think that is what most Culverians want. 3. Planned standardized development of commercial and residential areas will take time, vision and resources but in the end it will definitely result in a very desirable city with high paying jobs and enviable property values.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

The most important and least available commodity is land and so how we plan and implement what we do with it, how we do it and what cost will determine what our City will look like eventually. Unlike cities such as Irvine that has ample land, Culver City is very limited and landlocked. In several cases, we have to undo what has already been done to make better planned developments going forward. This will be slow and painful and require consensus. This requires individuals who are familiar with land use, zoning, building ordinances, permits, traffic and the several other variables that go into making a dream a reality. I am confident I have the necessary abilities and expertise to help make this happen successfully.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

1. Work backwards - clearly understand the vision/goals of what the Council wants to achieve and the timeline and resources available. 2. With those goals in mind, cooperate with different departments to quantify what will be required to achieve those goals 3. Develop strategies to achieve them. 4. Once prepared, present to the Council for approval and then implementation.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended several of the Planning Commission meetings when on the GPAC but not the other two.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

8-hours each

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I am an active Realtor but my schedule allows me to make my own hours and devote adequate time to my interests in working with the City.

Please upload a file to attach supplemental information, if desired.
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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**Outreach Question**

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

- Website/Email

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**Supplemental Questions**

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**Thank You**

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Manjit Asrani
Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

- The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

- Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

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Important Information

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You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

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- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney's and City Clerk's Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City's Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council's discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

N/A

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<th>First Name</th>
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<tr>
<td>Emily</td>
<td>Brownlow</td>
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Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

17

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<th>Primary Phone</th>
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</table>
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

N/A

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

N/A

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

N/A

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

N/A
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Backpacks for Kids program volunteer. Weekly, 2016-2018. Worked to pack backpacks with essential food and other items to ensure the needs of Culver City families were supported and met. Adopt and Shop volunteer. Weekly, 2017-2018. Supported a community business by working as a doggie daycare assistant. Farragut Preschool volunteer worker. Weekly, 2018-2020. Helped facilitate activities to foster a positive learning environment within the classroom. Grace Diner food distribution volunteer. Weekly, 2020-present. Providing hot meals to anyone in the community that needs them, along with fresh produce and other food items. Fostering a relationship with community members in order to better support them. Ballona Creek Renaissance youth organization member. Weekly, 2020-present. Collaborating to help better the community through sustainability projects, educating the public, and cleaning the creek monthly. Culver Palms Family YMCA Youth Advisory Committee member. 2019-present. Working to better the community through encouraging youth participation in events like movie nights, flea markets, fundraisers, and healthy kids campaigns. Culver Palms Family YMCA delegation within the California Youth and Government program; homelessness committee secretary. Weekly, 2020-2021. Worked to educate youth on the homelessness crisis in Culver City. Collaborated to find solutions to the crisis. Implemented change through fundraising and donating money, as well as raising and donating items found to be in demand by the homeless community in Culver City. Growth club co-president. Weekly, 2020-present. Working to educate students in the greater Los Angeles area on the local hunger crisis, and the global water crisis. Creating volunteer opportunities for students to better the community. Planning to fundraise to fund the building of a well in the Kingdom of Eswatini. Chiron for Culver City High at-risk 9th graders. 2020-present. Tutoring and mentoring 9th-grade students who need extra support to graduate and succeed in life. Junior Class Council member. Weekly, 2020-present. Responsible for planning events, providing resources, and communicating to the CCHS junior class.

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:


Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Culver City High School, current 11th grader.

.Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

I think the purpose of the committee is to advocate for homeless individuals in Culver City. This means the body is there to improve homelessness services in Culver City, support existing services, and connect with more independent contractors in order to better equip the City for handling the homelessness crisis. Lastly, the body is there to present these solutions to the City Council.

Emily Brownlow
Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I want to use my experience of directly helping and getting to know the local culver city homeless community to offer my ideas, as well as my youth perspective. I am passionate about the issue of homelessness, and I want to be a part of creating solutions to the problem in my City. I am also interested in government, and I may want to major in politics in college. This committee will connect my passion for solving the homelessness crisis with gaining visibility into how the local government works and addresses these issues.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have been a part of the Youth and Government program for over 3 years, which has given me insight into how both the state and city government functions and allowed me to model aspects of the government. I also spearheaded the Homelessness Committee within the Culver Palms YMCA youth delegation, which gave me valuable knowledge and experience in finding solutions to the local homelessness crisis. In this committee, we connected with guest speakers to educate community members on the extent of the problem, which taught me the importance of networking. We found that there was a great need for underwear within the homeless community, so we facilitated an underwear drive that garnered over 120 pairs; these were then donated to Grace Diner to distribute. I volunteer weekly at Grace Diner in Culver City, where we work to give out over 200 hot meals daily to anyone that needs them, as well as things like clothes, hygiene products, and sleeping bags. Through this, I have gotten the chance to get to personally know a community of homeless individuals in Culver City. I hear about their experiences, which I believe better equips me with the knowledge to present solutions to the problem. I have also been exposed to the network of organizations in Culver City and the greater LA area that help both unhoused individuals and food insecure individuals, and I am thus knowledgeable on how these organizations work, their needs, and how the Culver City government can assist them.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I want to help the City connect with more programs to help reach the solutions outlined by the committee. In doing so, I want to create a network of organizations that collectively work to support homeless individuals in Culver City. I want to better connect the job training and housing capabilities of St Joseph Center with the food distribution network of Food Cycle LA, and centralize these services at more distribution centers like Grace Diner and the YMCA. I want to help Culver City connect all these small programs and help them become more powerful and efficient. I want to help the Feed Culver program start back up again, by seeking renewed corporate funding from big companies in Culver City. This program is vital in supporting Culver City restaurants as well as food insecure individuals who need the meals this program has provided throughout the pandemic.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

None. I just became aware of the opportunity through my High School newsletter.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

2-10 hours, depending on the need.
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

The application mentioned the requirement of a parental consent form, although I do not see one available. Please advise.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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Outreach Question

The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☐ Other

Supplemental Questions

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!

Emily Brownlow
I, Elizabeth Brownlow, mother of Emily Brownlow, give permission for her to participate in the Culver City Committee on Homelessness, attend committee meetings (in person or virtual), and dedicate time as required.

Elizabeth Brownlow
Submit Date: May 15, 2021

Culver City Commissions, Boards, and Committees

Application Form

Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

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Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

Jennifer Carter
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Planning Commission -1 Homelessness Council -2

Jennifer Carter

First Name

Last Name

Email Address

Street Address

Suite or Apt

City

State

Postal Code

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

Culver City

Primary Phone

Alternate Phone

Self

Real Estate Investor (commercial properties out of state)

Employer

Job Title

Jennifer Carter

18 4
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

Culver City

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Culver City

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I support Culver City for More Homes and I'm in the CC Mom's Collective.

Jennifer Carter
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Private Investor in Commercial Real Estate. I analyze, acquire and manage retail properties.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Emerson College - Communications Georgia Tech - Information Design and Technology/ Digital Media

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Researching best solutions and presenting them to the council.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I want to help CC grow to be a thriving neighborhood with green space, equitable housing and a solution for people who don't have houses or are mentally ill and need help and a home.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have a background in real estate and previously user centered design in multi media.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

By participating in meetings, sharing facts and case studies about progressive cities and helping to fight mis information about CC’s plans..

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

A couple of planning meeting with the hired firm. I've commented on several housing agendas.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

20 hours a month

Jennifer Carter
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Someone close to me is schizophrenic and she would be homeless if she did not have the extensive support from her family, an option that is not available for everyone. I often recognize homeless people who have signs of schizophrenia and I'd like to work to create a better environment for them. I believe it starts with having a place to live and medication management. Homeless people aren't bad but they are sick. And it can be a problem for Culver City if the don't have anywhere to go. The homeless problem is not going away and it's safer for everyone in Culver City to have an action plan.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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☑ Website/Email

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Jennifer Carter
Culver City Commissions, Boards, and Committees

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eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

18

Amy Cherness

Employer: None
Job Title: Home maker
Are you a Culver City business owner/operator?

☒ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☒ Yes ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☒ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Darryl Cherness- husband

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

President of the Culver City Democratic Club, participated in the Fiesta la Ballona, Volunteered with Upward Bound House, volunteered with West L.A. College to help with homeless college students

Amy Cherness
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

see resume

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

BSW in Social Work, RN now retired

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Advise City Council and Staff in identifying strategies to decrease homelessness.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I seek appointment to the body because I am concerned about the problem of homelessness in Culver City and would like to play a role in solving this problem.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

When I was President of the Culver City Democratic Club, I started a committee to help the homeless. In addition, I have volunteered my time to assist Upward Bound House, an organization that aids homeless families. I would bring to the Committee on Homelessness a passion for community service and a history of commitment to dealing with the problem of homelessness.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

As a member of the Committee on Homelessness I would focus on short term goals such as providing safe parking for homeless people who live in their vehicles. As for longer term goals, I would focus on providing housing for the homeless through subsidies to landlords who own ADU's and are willing to rent to homeless people. Finally, I would identify vacant rental units, and match available units with homeless persons.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

7/28/20, 9/22/20, 11/21/20, 12/8/20, 1/12/21

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I will spend as much time as necessary to be adequately prepared.

Amy Cheness
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I am strongly committed to solving the problem of homelessness in Culver City. I will do whatever in necessary to achieve this goal.

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

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Outreach Question

Question applies to multiple boards

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☑️ Newspaper

Supplemental Questions

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!

Amy Cherness
Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are
eligible to be appointed to serve on only one body at a time.

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Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Emily Dibiny

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<th>Dibiny</th>
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<tr>
<th>Postal Code</th>
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Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

19

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<th>Primary Phone</th>
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<th>Job Title</th>
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<tr>
<td>Community Health Worker</td>
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Emily Dibiny
If you are a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I was the president of ALLEM, the booster club at El Marino language school, I was the chair of many fundraisers for the immersion language school & student exchange programs

Emily Dibiny
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Power / non profit / community health care worker Ground Game LA / non profit / community organizer Free Lance Voice Over Artist / member of SAG-AFTRA for 30 years

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Associate Degree in English Literature from the University of London

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Member of the Homelessness Committee

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I want to help create a solution for our unhoused neighbors

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have been volunteering in the last 20 years for schools, community, sports team, political campaigns and now involved in a program that works with Mutual Aid and Homes Guarantee through by being a member of the non profit organization POWER( People Organized for Westside Renewal)

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

Connecting resources and sharing ideas with different organizations in Southern California to coordinate relief for the urgent housing crisis

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended many Culver City council meetings throughout the years, made comments about issues in our city. Attended CCUSD board meetings. I am also a member of the Democratic Club in Culver City, so I attend their meetings monthly

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

12 hours
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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Outreach Question

The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☑️ Word of Mouth

Supplemental Questions

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

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• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

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If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

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Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

1) Finance Advisory Committee and 2) Committee on Homelessness

Anne Diga Jacobsen

First Name: Anne
Last Name: Diga Jacobsen

Email Address
Street Address
City
Suite or Apt
State
Postal Code

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

19 years

Primary Phone
Alternate Phone

Los Angeles Community College District
Employer

Associate General Counsel
Job Title
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

I currently serve as in-house legal counsel for the Los Angeles Community College District (West Los Angeles College being one of our colleges). I would need to recuse myself from any matters related to dealings with West Los Angeles College.

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Culver City Education Foundation, Board Member Culver City USD Budget Advisory Committee, Past Chair and Member Culver City USD, Bond Oversight Committee, Vice Chair and Member Culver City USD Inclusion, Respect and Diversity Task Force, Member Culver City Action Network, Member Culver City Chief’s Advisory Panel, Member Culver City Tactical Advisory Committee, Public Safety Bicycle Pedestrian Advisory Committee for Culver City

Anne Diga Jacobsen
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Associate General Counsel for Los Angeles Community College District from 2006-Present
Technology Manager and Information Technology Lead for Los Angeles Community College District, 2002-2006
Staff Attorney, Los Angeles County Office of Education, 1997-2001

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

California State Bar License# 189761
Juris Doctorate, Loyola Law School conferred in 1995
Bachelor of Arts, University of California Berkeley, English - conferred in 1992 with honors
Bachelor of Arts, University of California Berkeley, Ethnic Studies, conferred in 1992 with honors

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

All committees have an advisory role to the Culver City Council. The committees are the community conduits for which the members of the council receive input from its constituents.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I seek appointment to the Homeless Committee. As a 19 year resident of Culver City, I believe that as a community we address the needs of all people within the City with effective solutions and with an eye to social justice for all. I've also have had prior experience on homeless issues as it relates to the unhoused students we serve throughout the Los Angeles Community College District in which we have nine colleges. I seek appointment to the Finance Advisory Committee as I believe that my legal and business background and experience in the areas of procurement, finance and budget in two large public agencies and my diverse perspective would contribute greatly to properly assessing the needs of the City and its citizens while making budgetary/financial recommendations to support these needs. As in-house counsel for LACCD, I've worked with LA County, LA City, non-profits, LACCD management and staff to find possible solutions to the critical needs among our large population of students who are unhoused and food insecure.

Anne Diga Jacobsen
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have practiced law for 24 years in public educational agencies. As in-house legal counsel this often requires interaction with other public agencies such as County of LA, City of LA and non-profit organizations wishing to serve the needs of our food and housing insecure students for which LACCD has one of the largest populations in California. I've worked with these entities in establishing MOU's and agreements to serve the various needs of this under served population of students. Also, I am very familiar with public agency business operations serving as legal counsel to the areas of procurement, finance, business and administrative services for the public agencies I've worked for. I am very acquainted with the great responsibility of listening to public concerns and effectively addressing them as it relates to needed resources to operate balanced with fiscal responsibility and prudence in spending the public tax dollars. This process includes assessing the needs appropriately, reasonably weighing the concerns, responding to them and administering solutions with reasonable timelines and effective action plans.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I intend to fulfill the goals of the committee(s) utilizing sound, ethical judgment along with diverse and strategic perspectives. Having been a public agency attorney for many years, I’ve worked effectively to serve the public needs and become a well-trained listener, communicator and advocate in serving these needs. I think these experiences and skills are important in fulfilling the objectives of the city committees.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have regularly attended BPAC, a few TAC and City Council meetings throughout the year and CAP meetings.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

The time necessary to be able to deliberate and make appropriate decisions on any committee agenda items requiring action.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I believe my presence on these committees will provide a diverse and experienced perspective to the community governance issues handled by these bodies. I can provide a resume upon request.
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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☑ Website/Email
☑ Word of Mouth

Supplemental Questions

Question applies to Finance Advisory Committee
Please ensure you meet the qualifications below for the membership category(ies) for which you are applying. Please select the Category for which you are applying to the Finance Advisory Committee:

☑ Resident

Question applies to Finance Advisory Committee
From the City Council approved "Finance Advisory Committee Bylaws:

"Business Community Member: Shall own or be the primary operator of a duly licensed business located within the City limits.

Please call the Finance Department at (310) 253-5865 if you have any questions regarding eligibility for Finance Advisory Committee positions.

Thank You

The City Clerk’s Office encourages all interested persons to apply for all positions in which they have an interest!

Anne Diga Jacobsen
Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

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If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

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You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

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• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

I am only applying for the position on the Culver City Committee on Homelessness.

Robyn Kupferman

First Name

Last Name

Email Address

Street Address

Suite or Apt

City

State

Postal Code

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

5 years

Primary Phone

Alternate Phone

The People Concern

Director of Administration

Employer

Job Title
Are you a Culver City business owner/operator?
- Yes  
- No

If you are a Culver City business owner/operator, please list how many years.

N/A

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?
- Yes  
- No

Qualifications and Experience

Have you ever worked for the City of Culver City?
- Yes  
- No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

Not applicable.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Not applicable.

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?
- Yes  
- No

If yes, please explain:

Not applicable.

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Culver City has been my home for numerous years. It where my child is enrolled in elementary school and where my youngest attends preschool. My family has found our faith community in Culver City as well. I see myself as an integral part of this community and being appointed to this committee can be the best way I can serve with my expertise and talents.

Robyn Kupferman
Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The Culver City Committee on Homelessness acknowledges homelessness as a humanitarian crisis in our own backyard. With support and compassion, the committee brings together government, service providers, and concerned citizens to help the most vulnerable men and women in our community.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

With a background in homeless services and Culver City being my community, I can bring a unique perspective to this role. My focus for many years has been on homelessness in Los Angeles County as a whole; now is the time to focus on my immediate community.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

Given my career background, I have supported the underserved first hand and provided direct case management in my fight against poverty. Once I decided that I was not going to school for Social Work, I was able to use my talents to support this work from an administrative perspective. For over a decade I have used my writing skills to find grants (public and private) to support homeless services. I understand the direct service provision, the nuances of public and private funding, the will of the funders, and most importantly, those most in need.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I really see myself as a "translator" between all parties. I can communicate with public and private funders, with the community, and with the homeless men and women themselves.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have not previously participated in the committee meetings.
How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

When I make a commitment, I stick to it. I will devote however many hours are needed to fill this role.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Not applicable.

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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9770 Culver Blvd.  
Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

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Outreach Question

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☑️ Website/Email

Supplemental Questions

Thank You

The City Clerk’s Office encourages all interested persons to apply for all positions in which they have an interest!

Robyn Kupferman
Robyn C. Kupferman

Education

May 2003
Graduated Phi Beta Kappa, Magna Cum Laude with a B.A. from the University of Arizona, Tucson, Arizona. Majors: Political Science and Sociology, Minor: History

Summer 2001
Enrolled in Summer Institute for International Humanitarian Action, a nine-week internship program through George Mason University in Washington, DC. Program included travel to NY and Geneva, Switzerland.

Work Experience

March 2018 – Present
Director of Administration for The People Concern, Los Angeles, CA. Promoted to oversee the contract management for the $70 million agency. Additional responsibilities include oversight of property management for client Shared Housing for formerly homeless men and women, management of construction projects and budgets, and management of day-to-day administrative tasks for the Receptionist and Administrative Assistant.

March 2015 – March 2018
Contracts and Grants Director for The People Concern (formerly Ocean Park Community Center [OPCC]), Los Angeles, CA. Promoted to oversee the grant writing and contract management of all public and private grants/contracts. Agency budget was approximately $50 million. Managed the calendar for all report and application deadlines.

April 2013 – March 2015
Contracts and Grants Manager for OPCC, Santa Monica, CA. Promoted to oversee the Grant Writer position. Managed the programmatic and financial compliance for all public government contracts and private foundation grants. Was responsible for fundraising $1.5 million in private grants for the Development Department. Managed the calendar for all reporting deadlines.

Feb 2009 – April 2013
Grant Writer for OPCC, Santa Monica, CA. Oversaw entire grant writing process, which included finding new funding sources, writing applications, and submitting reports. Was a member of the Development Team and worked on ad hoc fundraising activities, such as mailers and events.

Dec 2006 – Feb 2009
Development Manager for Mercy House Transitional Living Centers, Inc., Santa Ana, CA. Oversaw entire grant writing process, which included finding new funding sources, writing grants, monitoring the grant (if funded), and submitting follow-up reports. Supervised two Development Associates. Planned, initiated, and executed annual fundraising events (i.e., Golf Tournament and Spring Benefit Dinner) in addition to smaller development activities.
December 2004 – Dec 2006  
Grant Manager/Program Evaluator for Mercy House Transitional Living Centers, Inc. Santa Ana, CA. Was responsible for writing grants for public government funds, as well as private foundations, to cover the costs associated with running the non-profit. Researched for new funding sources, as well as maintained relationships with current donors and maintained the database of grants and funding sources.
Additionally, worked to create tools that can internally measure the effectiveness of Mercy House programs.

August 03 – August 04  Case Associate for Genesis (a domestic violence shelter), sponsored by the Jewish Board of Family and Children’s Services through AVODAH: the Jewish Service Corps. Responsibilities included handling crisis management and information calls via 24-hour hotline, facilitating weekly homework tutoring sessions for school-age children, organizing and distributing clothing and household donations to clients in need, providing case management for three families, helping clients with medical appointments and records, assisting in the nursery, and creating welcome and orientation packets for new clients. Participated in one-year program, AVODAH, through the Jewish Service Corps (Americorps), which provided placement at Genesis. The program integrates work for social change, theme-related learning (e.g., racism, homelessness, family, globalization, etc.), and community building. AVODAH provides an opportunity to live out and deepen commitments to social change through a year of work in low-income communities in New York City. AVODAH changes the lives of people in poverty by joining with them to improve their neighborhoods and their access to opportunity.

January 2003 – May 2003 Intern for Brewster Center for Domestic Violence, Tucson, AZ. Worked in a women and children’s shelter as a crisis advocate and provided counseling services, as well as handling calls via the 24-hour crisis line. Performed policy tracking and learned of current policies affecting victims of domestic violence and campaigned for or against the legislation through letter writing.

Summer 2001 Intern for Hadassah, Washington, D.C., through Summer Institute of International Humanitarian Action (George Mason University) Worked for Director of Hadassah Washington Action Office. Attended senate hearings, seminars, and other governmental meetings regarding humanitarian action and provided written summaries on each one. Provided general office support including answering telephones, sending faxes, and doing research.

**Extra Curricular Activities**

2007 – Present Jewish Big Brothers Big Sisters – “Big sister” to two teenage girls. Meet with them on a monthly basis to provide support and plan activities for us to participate in.

2010 – 2014 Toastmasters International – Advanced Communicator Bronze Level Participated in twice monthly meetings where speeches were prepared and critiqued amongst peers.

2012 – 2013 PicoEgal Gabbai – Helped organize weekly services and events for the local Jewish community.

Professional references available upon request.
Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

N/A

<table>
<thead>
<tr>
<th>Lizbeth</th>
<th>Mendez</th>
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<tbody>
<tr>
<td>First Name</td>
<td>Last Name</td>
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</table>

Email Address

Street Address

City

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

10 years

<table>
<thead>
<tr>
<th>Primary Phone</th>
<th>Alternate Phone</th>
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<td>N/A</td>
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</table>

Employer

Job Title

Lizbeth Mendez
Are you a Culver City business owner/operator?

- Yes  - No

If you are a Culver City business owner/operator, please list how many years.

N/A

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  - No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  - No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

I have worked as a student county clerk for the primary presidential elections in the month of February of 2020 at Veterans Park Auditorium. I worked for a weekend and helped voters by giving them their ballots, guiding them on how to use the voting booth, answered any questions they had, and helped fix any technical difficulties that the voting booths might have had.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

N/A

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  - No

If yes, please explain:

N/A
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I have been volunteering at the non-profit pet store (Adopt & Shop) for over 5 years and accumulated 225 in volunteering hours. In August 2020, I founded a non-profit organization called venice.culver.p4u which is run by youth-leaders to help feed and advocate for unhoused residents that live in Culver City and Venice, CA. We have helped serve over 100 unhoused residents within these two areas by providing hygiene products, food, clothing, water, tents, etc. I am currently the president of this organization and help raise awareness at city council meetings to find resources to help end homelessness. In this role, I spend an average of 9hrs/week. Lastly, within CCHS I’ve done community service with the AVPA music program where I helped organize the Halloween carnivals, special events, and concerts, etc.

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

N/A

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

N/A

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The purpose of being part of the committee on homelessness is to address the issue that every city is facing. People have strong opinions on how homelessness should be dealt with, and as city leaders, we should provide solutions to end homelessness because this is an issue that our city is facing. Unhoused residents are in need of our help and it is important that we take action and find ways to end homelessness and address the increasing numbers of homeless neighbors.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

What I plan to seek in the COH body is to provide ideas and solutions to help and end homelessness in our community. As I mentioned before I started a non-profit organization to help unhoused residents in Venice/Culver City on a bi-weekly basis. I have spoken with unhoused residents during the food drives that I have hosted and we have listened to what they need as well as observing what we can improve to help our unhoused residents. I have raised awareness and have advocated in the Culver City and Venice city council meeting to supply equipment for the unhoused residents to have to keep them safe. I want to have a voice to provide new ideas and to work with the rest of the members within COH to provide better living conditions for unhoused residents. I have held more than 8 leadership positions throughout high school from being the manager, vice-president, and president, in the different clubs that I am involved in. Having a good background in leadership will help me in this role, because I know what teamwork is, provide new ideas, listen to other people’s opinions/ideas and that is what’s going to help the COH succeed.

Lizbeth Mendez
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I founded a non-profit organization to help unhoused residents in Culver City and Venice, CA. Being the founder and president has provided me the training, qualifications, and responsibility to organize food drives, assign formal positions, listen to unhoused residents’ needs, advocate to end homelessness, and most importantly learn how to budget donations that we are received. I have held more than 8 leadership positions from being the manager, vice-president, and president throughout the different clubs that I am involved in at school. I have a strong leadership background, understand and manage responsibility well, cooperate well with others, and get the job done.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

What I envision for the committee on homelessness to fulfill is to make as much of a change as possible by providing equipment to help unhoused residents to be safe and healthy. I can envision the committee by providing showers, sanitary products, collecting donations to provide blankets, warm clothing, water, and waste products such as a dumpster. With these small steps, we can even move unhoused residents to better housing and help them get medical care, mental health resources, and help them get a job. If we are able to do this, which I highly believe in, then we can control/end homelessness within our city. That is what I envision that the COH can do to help our unhoused residents.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended Culver City Council meetings five times as well as the Venice City council meeting three times, and have spoken on items on the agenda. I try to attend meetings as often as I am able.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I can commit a total of 36 hours a month. If there is a problem with the time I provided, I can make adjustments and see what fits best with my schedule.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

N/A
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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Outreach Question

The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other)

☐ Other

Supplemental Questions

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
Lizbeth Mendez

**Education**

**High School**
- Culver City High School 08/31/2017-present
  - I have attended CCHS all four years (2017-present)
  - Held various leadership positions
- California State University, Long Beach
  - I will be attending CSULB this fall with a major in microbiology with a minor in environmental science.

**Leadership experiences/extra-curriculars**

**AVPA Music Department** 09/3/17-present
- CO-President, CO-Vice President, Company Manager, and AVPA Orchestra Manager
- I was a part of the Academy of Visual Performing Arts, for 4 years in the department of music where I played the violin. I was able to hold 4 leadership positions throughout the years and I am currently the Co-President of the music department. The classes that I was involved in were the AVPA orchestra, Media Music where I would compose music and played in the orchestra pit in the spring musicals for the theater department.

**Link Crew Leader** 08/15/19-present
- Mentor/Leader
- This is a transition program where I was a mentor/leader for two years (11-12) in helping incoming freshmen navigate through high school. As a mentor, I was able to give them advice on high school, answer personal questions, and be a role model. Throughout the school year, I would check up on them every week to see how they were doing and if they needed help with anything.

**Vote 16** 05/6/20-present
- Communications Manager
- This is a youth-led organization that advocates for 16-year-olds to be able to vote at municipal elections in Culver City. I am currently holding the position of being a communications manager where I would contact city members such as the mayor, council members, attorneys, etc in Culver City to host
conferences and discuss our organization’s goal. I have been interviewed by city council members and have had meetings with other leaders of Vote 16 in New York, as well as anyone who wants to know more about this organization.

Venice.Culver.P4U 08/20/20-present
Founder and President
I founded a non-profit organization to help the unhoused residents in Culver City and Venice, California. Over the span of 7 months my organization was able to help over 100 unhoused residents within these two locations, by providing them with food, water, hygiene kits, clothing, and other essentials. We have teamed up with Waterdropla, polospantry, mitra, and other non-profit groups to help our unhoused neighbors. My team has also participated in council meetings to suggest to our council members what our unhoused residents need such as a dumpster, more hand soap, etc.

**Volunteer experience**

Adopt and Shop (Volunteer) 04/23/2017-present
A non-profit pet store, located in Culver City, CA, where I volunteered in the Kitten Caregiver Project, by helping feed kittens, check their temperature, cleaned kennels, did laundry, and assisted the Veterinarian with check-ups. I have been volunteering at Adopt and Shop for four years, with 225 hours.

AVPA 08/04/2017-present
Volunteer
I have volunteered at the Academy of Visual Performing Arts (AVPA) which is an after school program that originated in Culver City High School. I have helped in the music department by helping organize the Halloween carnivals, concerts, help the music room, assist the teacher, and help organize events.

**Employment History**

Los Angeles County Voting (paid) 02/16/2020-02/17/2021
Student Clerk
I worked for a weekend in the month of February of 2020 as a student clerk. My position was to assist voters at the voting booths if needed, give voters their ballots, guide voters to the voting booth, fix booths that had technical difficulties, and answered any questions that the voters had.

**Skills**

Problem Solver
Organizing events
Communication
Leadership
Culver City Commissions, Boards, and Committees

Application Form

Profile

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Anthony Rizzo
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<table>
<thead>
<tr>
<th>Anthony</th>
<th>Rizzo</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Last Name</td>
</tr>
<tr>
<td>Email Address</td>
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<tr>
<td>Street Address</td>
<td>Suite or Apt</td>
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<tr>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>Postal Code</td>
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</tr>
</tbody>
</table>

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

15

<table>
<thead>
<tr>
<th>Primary Phone</th>
<th>Alternate Phone</th>
</tr>
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<tbody>
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<td>County of Los Angeles</td>
<td>Assistant Manager</td>
</tr>
<tr>
<td>Employer</td>
<td>Job Title</td>
</tr>
</tbody>
</table>
Are you a Culver City business owner/operator?

- Yes  
- No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  
- No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  
- No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  
- No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I am new to the process but look Forward to making a difference.

Anthony Rizzo
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

I have been working to improve the underserved of our community of my entire career. I have worked for the County of LA for almost 20 years. As a child and family social worker I have connected many families with their children. I have also worked to address the needs of homeless adolescents searching to find a permanent home to move forward in their lives.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

I earned my MSW from UCLA as a family and children services worker.

---

**Application Questions**

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The role of the body is to assist in providing permanent residency.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

My goal is to assist homelessness on a one on one basis. I want to ensure that Culver City makes a difference in the lives of those that are less off than I.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

My work with dealing with children and families that are marginalized makes me an excellent candidate as a manner of the community.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I will fulfill the vision of the committee by engaging homeless residents of Culver City and district I g them permanent housing and assisting them to fulfill their life’s dreams.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

Over the past year, I have been committed to attending all of the commission meetings.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I will set aside the time required to make a difference in the lives of those homeless.

Anthony Rizzo
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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9770 Culver Blvd.
Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

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Outreach Question

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook/Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☒ Facebook/Twitter

Supplemental Questions

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
Profile

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Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are
eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Are you a Culver City resident?

☐ Yes  ☐ No

If you are a resident of Culver City, please list how many years:

7 years

Self-Employed  Consultant

Employer  Job Title
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

2019: Member of inaugural Leadership Culver City class (Culver City) 2020: Board Member, Los Angeles Educational Partnership (Los Angeles) 2020: Participant, Leadership Culver City MasterClass (Culver City) 2021: Board Member, West LA College Foundation (Culver City)
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Please see attached CV

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Please see attached CV

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The Committee on Homelessness advises City Council and Staff on potential short and long-term strategies to mitigate homelessness, review homeless services offered by contractors, recommend and improve service delivery, and act as a voice of the public while collaborating with the appropriate stakeholders.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

My goal in serving on a commission is to be as impactful as possible towards a topic that is complex. Based on learnings from Leadership Culver City and other sources, the issue of homelessness is clearly complex and involves a breadth of stakeholders that must coordinate and collaborate, including policy makers, funders, developers, social service workers, home owners and local citizens. My past experience includes working across silos to develop solutions to complex problems. I enjoy understanding complex issues deeply and doing the hard work to execute solutions.
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I believe that making progress towards some of society’s larger challenges requires working across multiple groups and understanding various functional areas. My work experience has been very diverse and I hope it reflects my ability and willingness to 1) understand complex issues; 2) work across multiple functional areas; and 3) be in service to the broader community and those in need. 1) Understand Complex Issues: I have worked hard to gain a multi-disciplinary understanding of issues. When I pursued an MBA, I majored in three areas - finance, marketing & entrepreneurial management. When I joined the asset management industry, I pursued additional certifications (i.e., CFA & CAIA in addition to Series examinations). I transitioned to a role working on Sustainability and Corporate Responsibility topics in the last four years, when entailed gaining a deep understanding of complex societal issues, including those related to diversity, philanthropy and environment. 2) Work Across Multiple Functional Areas: My private sector work experience includes equity research, microfinance, corporate development, institutional sales, product development, human resources, philanthropy and corporate responsibility. The Leadership Culver City program provided me valuable perspective on the importance of public, private and non-profit collaboration and engagement to solve complex challenges. Importantly, these experiences allowed me to learn a great deal and engage with a wide assortment of people with unique skills and perspectives. 3) Be in Service to Those in Need: I care deeply about my community and have consistently tried to volunteer time to organizations and people that advance social and environmental justice. Most recently has Executive Director of the PIMCO Foundation, I gained a unique perspective on fundraising. As a Board member for two local NGOs, I have become more familiar with challenges involved in servicing local community members.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I think at a basic level, the most important qualities for members of any team are to be prepared, responsive and collaborative. I believe in doing the core work, even if it is not glamorous, well. Beyond that, I believe I can be most helpful by staying well-informed (i.e., taking the time to understand existing resources to combat homelessness, reading the most updated reports and statistics), understanding where I can add the most value on the commission and take responsibility / accountability for that role, spread information on the efforts of Culver City to address homelessness, and be a resource to the community and City Council by deeply understanding relevant topics and addressing concerns.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

While I was not able to attend the meetings on 1/21 and 2/9, I have reviewed the agenda and meeting minutes. Furthermore, Khin Khin Gyi, current member of the Committee on Homelessness invited her Leadership Culver City classmates to a talk on Affordable Housing & Homelessness by UC Berkeley students, which I attended on 1/27. Beyond that, a Leadership Culver City course on 12/3/20 gave me the opportunity to hear from Tom Safran, a renown developer of affordable housing, and Rowena Magana, Principal Analyst in the County’s Homeless Initiative Office.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I should be able to commit at least 8 hours a month to reviewing materials in preparation for attendance at meetings.
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

My goal is to be impactful in any role I take on and contribute positively to those around me on a personal and professional level. I would very much welcome the opportunity to learn and contribute towards progress on behalf of those that are homeless as well as our local community members.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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Outreach Question
Question applies to multiple boards
The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook,/Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☐ Other

Supplemental Questions

Thank You
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Sapna Shah
Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

- The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

- Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are...
eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Sara Wasserstrom

Are you a Culver City resident?

☐ Yes  ☐ No

If you are a resident of Culver City, please list how many years:

38 years

Law and Mediation Office of Sara E. Wasserstrom--self

Employer

Sara Wasserstrom
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

None-except as a member of professional bar association and mediation organizations

Sara Wasserstrom
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Law and Mediation Office of Sara E. Wasserstrom, self-employed family law attorney and mediator for the past 26 years in various offices within Los Angeles County.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

BA--Psychology (UC Santa Cruz--1980) JD--University of Santa Clara Law School-1983)

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Obtain information on homeless situation in Culver City and assist with researching and proposing programs and solutions to assist the homeless population within our city.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I am concerned about the increasing homeless problem within our community and feel that Culver City should be implementing programs to deal with these issues.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I am an attorney and mediator.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

Assisting the City Council through research and discussion.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have not attended any meetings of this committee.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

10 hours

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)
Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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**Outreach Question**

Question applies to multiple boards

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☐ Nextdoor

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**Supplemental Questions**

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**Thank You**

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Culver City Commissions, Boards, and Committees

Application Form

Profile

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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

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• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

Zirwat Chowdhury
If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Bicycle and Pedestrian Advisory Committee PRCS Commission

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Email Address

Street Address

City

Are you a Culver City resident?

☐ Yes  ☐ No

If you are a resident of Culver City, please list how many years:

1.25

Primary Phone

Alternate Phone

UCLA

Assistant Professor of Art History

Employer

Job Title
Are you a Culver City business owner/operator?

- Yes  - No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  - No

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  - No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  - No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Community Development Director, Town of Bennington, VT: August 2017-February 2019
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Assistant Professor of Art History, UCLA: July 2019-Present
Community Engagement Consultant, Bennington Museum: March-May 2019
Community Development Director, Town of Bennington, VT: August 2017-February 2019
NEH Postdoctoral Fellow, Getty Research Institute: 2016-2017
Visiting Faculty Member in the Visual Arts, Bennington College: 2015-2016
Visiting Assistant Professor of Art History and the Humanities, Reed College (Portland OR): 2013-2015

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Ph.D. Northwestern University, 2012 (Art History)
B.A. Hollins University, 2005 (Art History and Economics; Magna Cum Laude)

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Bicycle and Pedestrian Advisory Committee: To ensure safe travel and movement for cyclists and pedestrians; to support the creation of alternatives to travel by automobile.
PRCS Commission: To ensure equitable access across the community to public recreational spaces; to support the city in the care for such spaces.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

Bicycle and Pedestrian Advisory Committee: I do not own a car, and travel by foot/bicycle/metro. I am keen to support the City with its ongoing bike-ped initiatives, and developing new ones. In my role as Bennington's Community Development director, I spearheaded the creation of the town's first bike lane.
PRCS Commission: To reiterate, this is an area in which I have prior organizing experience. I also value it deeply as a community member as these are the spaces that are central to the fostering the relations of trust and co-existence that are so central to any community.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

To reiterate, I previously served as the Community Development Director for the Town of Bennington in Vermont. In that role, I oversaw several park revitalization projects, in addition to a major project to reorganize the Town's Recreation Center and to make it more accessible to seniors, families, and teens.
As a car-free Culver City resident, I am excited about the City's commitment to a better and safer bike-ped infrastructure.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

By working together with fellow commission members
By remembering how to reach for the attainable without losing sight of what is aspirational
Through deep listening
And by drawing on my own experiences as a member of the community

Zirwat Chowdhury
How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

Unfortunately, none. I moved to Culver City in February 2020 just a month before the lockdown went into effect. I look forward to a deeper engagement with these fora.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

Roughly 2 hours per week, although I can find more time in periods when that might be necessary.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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Outreach Question

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☑ Website/Email

Supplemental Questions
How many meetings of the Parks, Recreation, and Community Services Commission have you watched on cable or via the internet in the last year? What was your impression of those meetings? What, if anything, would you change?

Please excuse my not having watched any of the meetings. I moved to Culver City in February 2020 just a month before the lockdown went into effect. I look forward to a deeper engagement with this forum.

What Parks, Recreation and/or Community Services experience would you bring to the PRCS Commission?

Prior to moving to Los Angeles in August 2019, I served as the Community Development Director for the Town of Bennington in Vermont. In that role, I oversaw the revitalization of two community parks that had fallen into disuse. I was able to advocate for, invite, and facilitate a high level of community participation and support for both projects.

What makes the PRCS Commission the commission that you want to be on, as opposed to being a member of any of the other Commissions, Committees, and Boards?

This is an area in which I have prior organizing experience. I also value it deeply as a community member as these are the spaces that are central to the fostering the relations of trust and co-existence that are so central to any community.

Please ensure you meet the qualifications below for the membership category(ies) for which you are applying. Please select the Category for which you are applying to the Bicycle and Pedestrian Advisory Committee

- Resident

Thank You

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Profile

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Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Are you a Culver City resident?

☐ Yes  ☐ No

If you are a resident of Culver City, please list how many years:

22
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

BPAC Student member (May 2017-May 2019) Culver City High School representative

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:
Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Santa Monica College.

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**Application Questions**

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Advocate for the safe and equity of bikes and pedestrians. Help advise the city on discussions for future and current city projects that involve bikes and pedestrians, such as new bike lanes and crosswalk locations. To be active and present at committee meetings.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I am an avid biker in the City of Culver City. I was previously on the BPAC committee as a Culver City High School student liaison from May 2017-May 2019, but my position was ended due to me graduating from the high school, and there wasn't an open position for me to apply for at that time.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I am an avid bike rider in Culver City. I ride a custom 3-wheel bike around the city, you may have seen me riding around. I am a life-long resident of Culver City. I am very familiar with the current bike and pedestrian options and can give new insight for future projects. I embrace positive changes to new and upcoming mobility and bike projects.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I am willing to give honest and complete feedback on ideas and future projects relating to bike and pedestrian facilities and options. Being a lifelong resident, as well as an avid biker I can give a well-rounded perspective on biking in Culver City.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have been to 12 of the meetings when I was a student member from May 2017 to May 2019. I even attended the special "BPAC Safe Routes to School Special Meeting" when I was on the committee. Every time there was a meeting, I made sure to be there!

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

5 hrs each month, in addition to the meeting hours.

---

Jack Galanty
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I was on the committee previously and would love to re-join as a resident position.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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☐ Word of Mouth

Supplemental Questions

Question applies to Bicycle and Pedestrian Advisory Committee

Please ensure you meet the qualifications below for the membership category(ies) for which you are applying. Please select the Category for which you are applying to the Bicycle and Pedestrian Advisory Committee

☐ Resident

Thank You

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Jack Galanty
EXPERIENCE

Seasonal Store Associate, Cost Plus World Market
West Los Angeles, CA: Oct 2020-January 2021
Seasonal Store Associate
Responsibilities:
- Cash Register duties and cash handling. Checking customers out in an effective and timely manner.
- Guest satisfaction and enjoyment
- Stocking shelves, properly displaying products on the shelves, and on the store floor to specific design plans.
- Keeping the store organized and some light cleaning.

Seasonal Store Associate, Spirit Halloween, Inc.
Seasonal Store Associate
Responsibilities:
- Cash Register duties and cash handling. Checking customers out in an effective and timely manner.
- Making sure guests are happy and having a good experience in the store.
- Stocking shelves, properly displaying products on the shelves, and on the store floor.
- Customer Service and assisting customers to find products in the store.
- Keeping the store organized and some light cleaning.

Assistant Prop Stylist & Scenic Designer, Galanty & Company, Inc.
Santa Monica, CA — 2011-2014
Responsibilities:
- Styling the set while filming on location.
- Working with other people on the production design team in a collaborative effort.
- Timely and efficient work schedule for the production shoots.
- Following orders from the directors and the production team.
- Spray painting props, in addition to “aging” props and set pieces.
- Experience with a variety of different design fields, such as scenic design, set styling, set and lighting design, and display designs.

EDUCATION

Santa Monica College
Santa Monica, CA -- Fall 2018-June 2019 // Fall 2019-Current

Culver City High School
Culver City, CA – August 2015-June 2018

AVPA Theatre Department
(Fall 2015-June 2018)
Scenic/Build work:
- The Mental State -- Fall 2015 (scenic build)
- On The Town -- Spring 2016 (scenic build)
- A Midsummer’s Night Dream -- Fall 2017 (set designer & builder)
- The 25th Annual Putnam County Spelling Bee -- Spring 2018 (scenic build)
- 2018 Senior Plays -- Spring 2018 (set designer & decorator)

REFERENCES
Available upon request.
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Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

<table>
<thead>
<tr>
<th>Allen</th>
<th>Lulu</th>
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<tbody>
<tr>
<td>First Name</td>
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<td>State</td>
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<tr>
<td>Postal Code</td>
<td>[redacted]</td>
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Are you a Culver City resident?

- Yes  - No

If you are a resident of Culver City, please list how many years:

6

<table>
<thead>
<tr>
<th>Self</th>
<th>Actor</th>
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<tr>
<td>Employer</td>
<td>Job Title</td>
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</table>
Are you a Culver City business owner/operator?

- Yes  - No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

- Yes  - No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

- Yes  - No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

- Yes  - No

If yes, please explain:

Allen Lulu
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I have served as the President of the Sunkist Park Neighborhood Association and Watch officially and unofficially for the past 4-5 years. In 2011 I was elected to the United Neighborhoods Neighborhood Council representing Jefferson Park. In 2008 I volunteered to help manage the phone bank for Candidate Obama first in South Los Angeles and then at the Culver Studios in the last weeks running up to the election. I have served on the local board of my union, SAG-AFTRA from 2012-2014 as well as the National Board for a period of that time as well. I sat on the Group for One Union (G1) committee which successfully negotiated the merger between the Screen Actors Guild (SAG) and The American Federation of Television and Radio Artists (AFTRA) In 2009 I was a volunteer negotiating member of SAG’s Commercials Contract and in 2013 and 2016 I was the National Vice Chair representing Los Angeles for that same contract. For the past 5 years I have been the Los Angeles Chair of the Commercial Performers Committee of SAG-AFTRA For the past 3 years I have served on the Local Organizing Committee of SAG-AFTRA.

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

For the past 22 years I have been the actor and spokesman for the Canadian Food and Beverage Company A&W Restaurants. My duties have been primarily to speak to everyday people about our brand and elicit honest responses to the product in both taste and preparation for use in various television commercials. In the last 6 years I have met with and interviewed over 1500 Canadians and the company has grown in both sales and trustworthiness.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

I attended but did not graduate from New York University with an undergraduate eye toward acting.

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

To analyze and advise the community and its leaders on how better to accommodate non-drivers, especially the many children who ride their bikes to get to school. Now that we are looking at the end of the pandemic and getting our kids back into the classrooms it’s more important than ever that we encourage, not just them but everyone as well, to get physical activity. To do this, we need as much input from those affected to how best accomplish this. As the father of 2 elementary and highschool kids, this is something I deal with every day.
Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I have been an avid bicyclist my entire life. From the age of 10 I was getting myself to school and to my favorite book stores in Chatham N.J. This is a rural town will little sidewalks but very winding mountain roads. In NY, my bike was how I got to classes and to work, jetting up and down the avenues. In Los Angeles, while not my primary mode of transport, I have used my bike to get all over Los Angeles. One of the primary reasons we were excited to move to Sunkist Park was the location near the bike path. I taught my kids to ride their bikes and as soon as she could, my daughter started getting herself to the middle school on her bike. I also own an electric car and believe very strongly that LA and Culver City, especially, should be leading on the alternative transpo front. It's not just about bikes. It's about buses and scooters and rideshare, etc. Pandemic has altered our world. There will be fewer people going to work when it's over and more working from home. Quick jaunts to the market down the street or even out to dine locally or meet up with friends or go to the library...why drive when it's so close but too far to walk? Or maybe it is close enough to walk but the streets are pedestrian unfriendly. We need to address all of that and the city is doing a great job with their initiatives. I'd like to be a part of those conversations.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I explained my experience with cycling and being a pedestrian but I've also served on a variety of leadership committees in my life. I was a local and national board member of my union, SAG and, as such, was on the 13 member team that designed and shepherded the successful merger initiative. I was the Los Angeles Chair of the Commercials Contract for SAG-AFTRA in 2013 and 2016 and was lauded for my ability to convey information to large groups of uninformed or misinformed members while also bringing their issues to the fore and giving them air and opportunity to be the voices of their contract. This set the template for how the negotiations in 2019 would proceed. I was elected to the United Neighbors Neighborhood Council and was part of the group that worked with the developer to shape an apartment complex that was the catalyst for much positive change to that neighborhood, without displacing the long time residents. Lastly, for the past five years I have been the President of the Neighborhood Association in Sunkist Park, bringing together people from all sides of the political spectrum into conversations about development, which is much needed. As such I've been able to provide input from the community but also from myself on what the 11111 Jefferson and The Jeff Hotel projects need from a pedestrian infrastructure standpoint.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

Building up the bike/ped infrastructure in a way that keeps everyone safe without terrifying the longterm drivers who have been part of California's Car Culture. I love my car. So I understand the desire to make sure my ability to use it isn't impinged. But I also am a cyclist. I think I have a unique perspective and ability to convey that perspective to large swaths of people.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

Only a few. I had planned on attending more but then the Pandemic hit. That's not an excuse, I know. But it's the reality.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

My job is such that I have a great deal of time off in between appearances. Aside from the normal duties of parenting I imagine that would be able to devote a great deal of time on a monthly basis.

Allen Lulu
Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

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Question applies to Bicycle and Pedestrian Advisory Committee

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<thead>
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<td>First Name</td>
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<tr>
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</tr>
<tr>
<td>State</td>
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Are you a Culver City resident?

☐ Yes  ☐ No

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23

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<thead>
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<tr>
<td>Employer</td>
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<td>Professor Emeritus</td>
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Art Nomura
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

CCBPAC BCC Ballona Creek Cleanup Cyclavia events - Culver City and Los Angeles participation
Downtown Neighborhood Association

Art Nomura
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Since 2014 I have been retired from 35 years of university teaching. I am a Professor Emeritus in the School of Film and Television at Loyola Marymount University. I teach and lecture on occasion including at LMU; Leipzig University, Germany; AIB, Bonn, Germany. I am set to publish a biographical novel, "Mizuko: True Spirit," this year.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

MFA - UCLA, Theater Arts BA - California State University, Los Angeles

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

As an avid walker and cyclist I understand the key present and future concerns of those constituencies. I am an excellent listener and am able to assess, compare, and consolidate diverse points of view to facilitate further discussion and implementation.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I have gained valuable insight and experience about the role of BPAC through my service as a Member; Vice-Chair; and by my sub-committee work as Chair of the WLAC-CC Active Transportation Committee and Jackson Gate Sub-Committees. I believe I can bring meaningful recommendations to BPAC in regards to the efficacy, relevance, and implementation of bicycling and pedestrian directives in Culver City.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

My critical and everyday experiences as a pedestrian and bicyclist. My extensive work on bicycling committees and workshops; and the many committees throughout the university systems during my 34 years of teaching. My leadership role as Program Coordinator in TV Production and Chair of various working committees. My on-going experience as a member and currently as Vice-Chair of the BPAC.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

By continuing to offering an informed and experienced perspective as to the importances of biking and walking to the citizens of Culver City to the City Council.

Art Nomura
How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

Approx. 13, both in-person and online, usually bi-monthly, occasionally every month. In addition, four meeting of WLAC-CC Sub-Committee; eight meeting of the WLAC-CC BPAC Active Transportation Sub-Committee, monthly at times, quarterly otherwise; and three with the Jackson Gate BPAC Sub-Committee, biweekly.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

20-25 hours, or however much is needed to do the job competently and effectively.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

In my role as Chair of the WLAC-CC Active Transportation Sub-Committee I have been able to influence positive infrastructure changes at West Los Angeles College. These include the creation of bike lanes on the campus main road and by engaging engineering/planning staff to give serious consideration to the necessity of secure bike parking on campus and at developing auxiliary sites. In addition I am on the Steering Committee for Bike Culver City, Volunteer/Organizer for Bike parking at Fiesta La Ballona, Elenda St. Experience, Nike 5K, Ciclavia, CC Pit stop, Culver City High School. Volunteer at Walk and Rollers CC-teaching kids to ride safely. I have been a Stoneview Nature Center-Ride leader (Twice with another planned in 2021) I have been a Bicycling Advocate delegate at the CoMotion Leadership Conference and the CalBike Summit Conference in Los Angeles, both in 2019. I presented plans for Pedestrianized CC downtown to the Mobility Sub-Committee. I have created a comprehensive map of current and future bikeways that has, in large part, served as a model for the CC Bicycle Action Plan, and has been drawn upon consistently by City planning staff.

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

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Outreach Question

Art Nomura
The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook,/Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

- Word of Mouth

Supplemental Questions

Question applies to Bicycle and Pedestrian Advisory Committee

Please ensure you meet the qualifications below for the membership category(ies) for which you are applying. Please select the Category for which you are applying to the Bicycle and Pedestrian Advisory Committee

- Resident

Thank You

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Art Nomura
Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

41 years

Retired...the phone are TEXT ONLY as I am Deaf

Employer

Job Title
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Culver City Disability Committee, Bike and Pedestrian Advisory Committee, Marijuana Advisory Committee
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

1984 to 2016 California Department of Rehabilitation - Rehabilitation Counselor/ Qualified Rehabilitation Professional 2016 - 2021 Retired

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

B.S. Counselor Education M.S. Rehabilitation Counseling - California State University, Los Angeles

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The goal of the Bicycle and Pedestrian committee is to assure that pedestrians and bicycle riders have a safe environment to move about the City. Safety will encourage citizens to bike and walk in the City which will assure less dependency on fossil fuels, reduce pollution and traffic. I was selected to be the eyes of the disabled citizens of Culver City, to assure that accessibility for all is being addressed.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

My background and passion to serve and represent those living with disabilities, the right to live barrier free in Culver City and the community. Being disabled myself, I know first hand, how important it is to be able to enjoy our beautiful City, parks, entertainment, safety services and community events without barriers.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have a Master's Degree in Rehabilitation. I have worked 32 years in the field of Rehabilitation, assisting people living with disabilities live a more productive life. I am fluent in American Sign Language, which allows me to communicate with a diverse populations. I am disabled myself and have overcome many barriers in life.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I have and will continue to advocate for accessibility in our City so those living with disabilities. Our City offers outstanding services and activities for citizens and I will review accessibility for all to enjoy.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

The Disability Advisory Committee meets every other month, on the second Wednesday. The Bicycle and Pedestrian Advisory Committee meets every other month, on the third Thursday.
How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I am able to commit to as many hours as needed to review material in preparation for attendance at meetings. I am now retired, which allows me additional time to service as liaison to other Commissions and Committees.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

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Outreach Question

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☑ Word of Mouth

Supplemental Questions

Question applies to Bicycle and Pedestrian Advisory Committee

Please ensure you meet the qualifications below for the membership category(ies) for which you are applying. Please select the Category for which you are applying to the Bicycle and Pedestrian Advisory Committee

None Selected

Robyn Tenensap
Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

---

**Allison Smith**

First Name: Allison  
Last Name: Smith

Email Address: 
Street Address: 
Suite or Apt: 
City: 
State: 
Postal Code: 

**Are you a Culver City resident?**

☑️ Yes ☐ No

**If you are a resident of Culver City, please list how many years:**

Primary Phone: 
Alternate Phone: 

Employer: 
Job Title: 

---

Allison Smith
Are you a Culver City business owner/operator?
- ☐ Yes  ☑ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?
- ☐ Yes  ☑ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?
- ☐ Yes  ☑ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?
- ☐ Yes  ☑ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Long Beach Community Emergency Response Team (CERT)

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

unemployed

Allison Smith
Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Series 3 License required by the National Futures Association (NFA) and the Commodities Futures Trading Commission (CFTC), license expired.

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

input and participate in planning for City bicycle and pedestrian projects

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

volunteer opportunities

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

2018 NAUTICA MALIBU TRIATHLON FINISHER

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

timely input team participation safety orientated planning

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

none

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

10 hours

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

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Outreach Question

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☐ Website/Email

Supplemental Questions

Question applies to Bicycle and Pedestrian Advisory Committee

Please ensure you meet the qualifications below for the membership category(ies) for which you are applying. Please select the Category for which you are applying to the Bicycle and Pedestrian Advisory Committee

None Selected

Thank You

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Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

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If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

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You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

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Which Boards would you like to apply for?

Equity and Human Relations Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Anissa Di Vincente

Are you a Culver City resident?

ovation

If you are a resident of Culver City, please list how many years:

Primary Phone

Alternate Phone

City of Culver City

Webmaster
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

---

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

Currently employed with the City of Culver City. I work as the Webmaster in the Information Technology department and have been with the city since August 2004.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

---

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

---

Anissa Di Vincente
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I am currently a member of the Equity and Human Relations Advisory Committee. I am also the Vice President of the Culver City Employees Association (CCEA). Since July 2019, I serve as the Social Media Chair of the UCLA Silicon Beach Alumni Network board. During the 2018-2019 academic year, I volunteered with Moste as a student mentor. The prior year, I volunteered bi-weekly at Annenberg Pet Space assisting with animal care and their community events. I have also been a mentor for Pennylane, volunteered with the Step Up Womens Network, and have volunteered with the UCLA Alumni association and had served on the UCLA Alumni membership committee.

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

I have been working for the City of Culver City for the past 16 years as their Webmaster. In addition to administering the City’s public websites, I also am responsible for the City employee Intranet, manage various software services used for internal and external collaboration and communication. My main focus is on how to optimize processes using digital technology in order to save time and money. Outside of my employment with the City of Culver City, I develop and manage websites for clients, and am a fitness instructor.

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

University of California Los Angeles Bachelor of Arts in Art.

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The EHRAC works to recommend programs and policies to keep Culver City moving forward in terms of equity and diversity. This includes creating community programs, work to achieve high community engagement while making sure to address community issues.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I am seeking to be the Labor Representative for the committee. I feel that with my experience with seeing issues during my time on the CCEA board, I can give an insight into the labor side of any ideas and issues.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

In addition to my labor knowledge, I also have experience with community outreach through email, social media, and events. I have assisted with various in-person and virtual events and can help with the marketing, planning, and execution.

Anissa Di Vincente
How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I believe that the committee should be proactive in educating the community. I loved the community conversations that were help throughout the year, and think that it would be great if the committee could continue to offer similar types of events. Events could be fun and educational such as a book discussions, movie watch parties with a Q & A afterward, art discussions, and guest speakers.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have been a member of the Equity and Human Relations Advisory Committee since January 2021 and have attended 2 meetings prior to joining the committee as a member.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I would expect to be able to commit to 16-20 hours a month.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I am currently a committee member and have enjoyed working on the committee and would like to continue working with the committee for another term.
The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

- Website/Email

**Supplemental Questions**

Question applies to Equity and Human Relations Advisory Committee

**If applying for the Labor Position, please indicate the Labor Union to which you belong: **

- CCEA

**Thank You**

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!
Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

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State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

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Important Information

As you complete your application, please be aware of the following:

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You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Advisory Committee on Housing and Homelessness: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

N/A

Lizbeth Mendez

First Name

Last Name

Email Address

Street Address

Suite or Apt

City

State

Postal Code

Are you a Culver City resident?

☑️ Yes ☐ No

If you are a resident of Culver City, please list how many years:

10 years

Primary Phone

Alternate Phone

N/A

Employer

Job Title

Lizbeth Mendez
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

N/A

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

I have worked as a student county clerk for the primary presidential elections in the month of February of 2020 at Veterans Park Auditorium. I worked for a weekend and helped voters by giving them their ballots, guiding them on how to use the voting booth, answered any questions they had, and helped fix any technical difficulties that the voting booths might have had.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

N/A

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

N/A

Lizbeth Mendez
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I have been volunteering at the non-profit pet store (Adopt & Shop) for over 5 years and accumulated 225 in volunteering hours. In August 2020, I founded a non-profit organization called venice.culver.p4u which is run by youth-leaders to help feed and advocate for unhoused residents that live in Culver City and Venice, CA. We have helped serve over 100 unhoused residents within these two areas by providing hygiene products, food, clothing, water, tents, etc. I am currently the president of this organization and help raise awareness at city council meetings to find resources to help end homelessness. In this role, I spend an average of 9hrs/week. Lastly, within CCHS I've done community service with the AVPA music program where I helped organize the Halloween carnivals, special events, and concerts, etc.

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

N/A

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

N/A

Lizbeth Mendez
Resume_1.docx

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The purpose of being part of the committee on homelessness is to address the issue that every city is facing. People have strong opinions on how homelessness should be dealt with, and as city leaders, we should provide solutions to end homelessness because this is an issue that our city is facing. Unhoused residents are in need of our help and it is important that we take action and find ways to end homelessness and address the increasing numbers of homeless neighbors.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

What I plan to seek in the COH body is to provide ideas and solutions to help and end homelessness in our community. As I mentioned before I started a non-profit organization to help unhoused residents in Venice/Culver City on a bi-weekly basis. I have spoken with unhoused residents during the food drives that I have hosted and we have listened to what they need as well as observing what we can improve to help our unhoused residents. I have raised awareness and have advocated in the Culver City and Venice city council meeting to supply equipment for the unhoused residents to have to keep them safe. I want to have a voice to provide new ideas and to work with the rest of the members within COH to provide better living conditions for unhoused residents. I have held more than 8 leadership positions throughout high school from being the manager, vice-president, and president, in the different clubs that I am involved in. Having a good background in leadership will help me in this role, because I know what teamwork is, provide new ideas, listen to other people's opinions/ideas and that is what's going to help the COH succeed.
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I founded a non-profit organization to help unhoused residents in Culver City and Venice, CA. Being the founder and president has provided me the training, qualifications, and responsibility to organize food drives, assign formal positions, listen to unhoused residents’ needs, advocate to end homelessness, and most importantly learn how to budget donations that we are received. I have held more than 8 leadership positions from being the manager, vice-president, and president throughout the different clubs that I am involved in at school. I have a strong leadership background, understand and manage responsibility well, cooperate well with others, and get the job done.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

What I envision for the committee on homelessness to fulfill is to make as much of a change as possible by providing equipment to help unhoused residents to be safe and healthy. I can envision the committee by providing showers, sanitary products, collecting donations to provide blankets, warm clothing, water, and waste products such as a dumpster. With these small steps, we can even move unhoused residents to better housing and help them get medical care, mental health resources, and help them get a job. If we are able to do this, which I highly believe in, then we can control/end homelessness within our city. That is what I envision that the COH can do to help our unhoused residents.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended Culver City Council meetings five times as well as the Venice City Council meeting three times, and have spoken on items on the agenda. I try to attend meetings as often as I am able.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I can commit a total of 36 hours a month. If there is a problem with the time I provided, I can make adjustments and see what fits best with my schedule.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

N/A
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

By Mail: Office of the City Clerk
         9770 Culver Blvd.
         Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk’s Office, by fax or email as indicated above, or by phone at (310) 253-5851.

Outreach Question

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☐ Other

Supplemental Questions

Thank You

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Lizbeth Mendez  
11418 Washington Pl, Unit C, Los Angeles, CA 90066  
ac.mendezlizbeth@gmail.com  
Culver City High School

**Education**

**High School**

- Culver City High School  
  08/31/2017-present  
  I have attended CCHS all four years (2017-present)  
  Held various leadership positions

- California State University, Long Beach  
  I will be attending CSULB this fall with a major in microbiology with a minor in environmental science.

**Leadership experiences/extra-curriculars**

**AVPA Music Department**  
09/3/17-present  
CO-President, CO-Vice President, Company Manager, and AVPA Orchestra Manager  
I was a part of the Academy of Visual Performing Arts, for 4 years in the department of music where I played the violin. I was able to hold 4 leadership positions throughout the years and I am currently the Co-President of the music department. The classes that I was involved in were the AVPA orchestra, Media Music where I would compose music and played in the orchestra pit in the spring musicals for the theater department.

**Link Crew Leader**  
08/15/19-present  
Mentor/Leader  
This is a transition program where I was a mentor/leader for two years (11-12) in helping incoming freshmen navigate through high school. As a mentor, I was able to give them advice on high school, answer personal questions, and be a role model. Throughout the school year, I would check up on them every week to see how they were doing and if they needed help with anything.

**Vote 16**  
Communications Manager  
05/6/20-present  
This is a youth-led organization that advocates for 16-year-olds to be able to vote at municipal elections in Culver City. I am currently holding the position of being a communications manager where I would contact city members such as the mayor, council members, attorneys, etc. (in Culver City) to host
conferences and discuss our organization’s goal. I have been interviewed by city council members and have had meetings with other leaders of Vote 16 in New York, as well as anyone who wants to know more about this organization.

Venice.Culver.P4U 08/20/20-present
Founder and President
I founded a non-profit organization to help the unhoused residents in Culver City and Venice, California. Over the span of 7 months my organization was able to help over 100 unhoused residents within these two locations, by providing them with food, water, hygiene kits, clothing, and other essentials. We have teamed up with Waterdropla, polospantry, mitra, and other non-profit groups to help our unhoused neighbors. My team has also participated in council meetings to suggest to our council members what our unhoused residents need such as a dumpster, more hand soap, etc.

Volunteer experience

Adopt and Shop (Volunteer) 04/23/2017-present
A non-profit pet store, located in Culver City, CA, where I volunteered in the Kitten Caregiver Project, by helping feed kittens, check their temperature, cleaned kennels, did laundry, and assisted the Veterinarian with check-ups. I have been volunteering at Adopt and Shop for four years, with 225 hours.

AVPA 08/04/2017-present
Volunteer
I have volunteered at the Academy of Visual Performing Arts (AVPA) which is an after school program that originated in Culver City High School. I have helped in the music department by helping organize the Halloween carnivals, concerts, help the music room, assist the teacher, and help organize events.

Employment History

Los Angeles County Voting (paid) 02/16/2020-02/17/2021
Student Clerk
I worked for a weekend in the month of February of 2020 as a student clerk. My position was to assist voters at the voting booths if needed, give voters their ballots, guide voters to the voting booth, fix booths that had technical difficulties, and answered any questions that the voters had.

Skills
Problem Solver
Organizing events
Communication
Leadership
Culver City Commissions, Boards, and Committees

Application Form

Profile

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**Which Boards would you like to apply for?**

Fiesta La Ballona Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

<table>
<thead>
<tr>
<th>First Name</th>
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<td>Roshni</td>
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Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

11

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<tr>
<th>Primary Phone</th>
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<tr>
<th>Employer</th>
<th>Job Title</th>
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<tbody>
<tr>
<td>Santa Monica Malibu Unified School District</td>
<td>Teacher</td>
</tr>
</tbody>
</table>

Roshni Mejia
Are you a Culver City business owner/operator?
- Yes  - No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?
- Yes  - No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?
- Yes  - No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?
- Yes  - No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

N/A

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Roshni Mejia
Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Advising for the planning and coordination of Fiesta La Ballona

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have worked in events and currently work as a teacher and help coordinate events for my school site for 3000+ people. We have attended fiesta for over 15 years and having children makes me want to help any way that I can with the facilitation of the event.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

15-20 hours

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)
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Outreach Question

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☑ Other

Supplemental Questions

Thank You

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Roshni Mejia
ROSHNI MEJIA

SUMMARY

Instructional design, learning and engagement specialist with a successful track record of building and implementing multi-dimensional development, engagement and inclusion programs for clients of all backgrounds. Skilled at analyzing capability needs and crafting tailored, on-demand solutions that accelerate competency building while engaging clients in their own success. Seeking positions that will leverage educational experience and Masters Degree in Curriculum and Instruction training in industry while building on my passion for building diverse workforces to meet tomorrow’s needs.

SELECT ACCOMPLISHMENTS

- Created curriculum during the pandemic that had a 98% turn in rate with 100% meeting the standards
- Worked with clients with multiple needs, modalities and expectations with a 100% success rate.

KEY STRENGTHS

- Learning and Development Workshop Facilitation
- Collaborative Solution Oriented
- Digital Curriculum Design Diversity and Inclusion

EXPERIENCE

Learning Engagement Specialist
Alliance for College Ready Public Schools/LAUSD/SMMUSD
08/2011 - Ongoing

- Created and delivered unique high impact presentations using multiple technology platforms to meet a variety of learning modalities for 150+ people with 100% engagement as assessed through post training surveys
- Maintain effective timelines, attendance and communication with clients and stakeholders
- Utilized Learning Management Systems (LMS) to track attendance, goals and work progress
- Developed and implemented tech based training for digital learning for 20+
- Designed, implemented and adapted assessments and analyzed data to adjust curriculum to meet multi-level language needs and learning targets leading to a successful pass rate of 100%
- Onboarded clients to effectively diagnose developmental needs and build personalized development plans to address unique learning styles, documented behavioral and social-emotional needs
- Participate effectively with multiple teams, departments and stakeholders to meet targeted goals
- Managed multiple projects simultaneously with a team, ensuring performance, quality, strategy and timelines were achieved
EXPERIENCE

Camp Director

Los Angeles Department of Recreation and Parks

05/2007 - Ongoing

- Accountable for parks and recreation operations including training and managing 20+ volunteers and paid staff, manage time sheets, attendance and scheduling
- Communicated with vendors regularly
- Oversaw budgets and created purchase orders for materials, staff and off site activities staying under budget and recouping costs as needed
- Developed a teen program to meet the communities needs for volunteer and structural based programs
- Assist in planning events and activities for 300+ people

Curriculum Developer

Wise Readers to Leaders

08/2016 - 05/2019

Non-Profit Organization

- Trained staff to facilitate learning of age based groups in the literacy curriculum
- Create curriculum maps and customized workbooks for summer reading programs leading to a 95% increase in literacy rate for students ages 11-14
- Administered assessments and surveys to create data charts for stakeholders, review feedback and make adjustments as needed to improve the program and show growth in learning

LANGUAGES

Spanish

Intermediate

EDUCATION

M. Ed Curriculum and Instruction
Concordia University, Irvine

B.A English/Clear English Teaching Credential
California State University, Northridge
Application Form

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• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Fiesta La Ballona Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

18 years

Employer

Job Title
Are you a Culver City business owner/operator?

☐ Yes ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☐ No

If yes, please explain:

Lila Swenson
Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

#1 Culver City Committees: Fiesta La Ballona Committee Member: 2018-2020 #2 Governing Board Experience: *1) Culver City Middle School: 2018-2020 (Financial Secretary) *2) Farragut Elementary PTA Board: 2012-14 (Historian), 2015-17 (Auditor), 2019-20 (VP, Fall Festival Chair) 3) Little Village Nursery School Board: Registrar 2010-12; Secretary 2015-16. *4) Grace Lutheran Evangelical Church Council Member: Council Member 2014; Recording Secretary 2014 and 2015; Secretary 2016-present; Financial Secretary (2017-present). *5) MOMs Club Int'l (Culver City East Chapter): V.P. 2006-07, President 2007-08 and 2009-10 *#3 Farragut Elementary Committees and Activities: 1) Farragut Fall Festival Game Booth Chair 2012-2017 2) Farragut PTA Reflections Program Co-Chair 2014 and 2015. 3) Room Parent: Revel (2012-13), Cruz (2013-14), Marshak (2014-15), O’Neal (2015-16), Vy (2016-17), Brown (2016-17), Romero (2017-18), Cruz (2018-2019), and Le (2019-2020) HSA Service Award Recipient 2015 #4 Other Community or Business Activities: *1) MOMs Club Culver City East: ten years of volunteering in various capacities: service project coordinator, playgroup coordinator, playgroup captain, started 12 Days of Thanksgiving service project (meal deliveries to police and fire departments over weeks leading up to Thanksgiving), book club coordinator, active “Sunshine Assistance” volunteer (meals for new moms or others in need). *2) Grace Lutheran Church: Grace Diner volunteer (homeless/low income diner weekly at Grace Lutheran Church) – 2012-2017; Fellowship and Outreach Committee member; Worship Assistant. *3) Coordinator of “Keystone Cops” neighborhood-watch group & Keystone Block Party Coordinator. 4) AYSO & *Little League volunteer & TBall (with Palms Rec) over the years: team parent; announcer; assistant coach. * Culver City Community

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

resume attached

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

resume attached

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

Working collaboratively with the other committee members to make our Fiesta La Ballona as successful a community event as possible.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I have loved serving on this committee and working together with my fellow committee members and city staff to produce this amazing annual city event. I believe that we have made some exciting innovations to this event and would love to be part of this continuing evolution of Fiesta.

Lila Swenson
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have two years of experience serving on this committee now and have asked a million and a half questions about the details of every aspect of it (just ask our poor staff), so I feel that I now bring a decent amount of direct experience to our planning discussions. Also generally speaking I have a diverse background, including both a background in performing arts and a law degree and 24 years practicing as a real-estate-transactional attorney (commercial real estate, landlord and tenant side). I have both a creative, compassionate, out-of-the-box and collaborative approach to problem solving and an awareness of the importance of process and order. I also have many years of experience as a citizen and volunteer in various aspects of the life of our community that I believe would continue to serve me well as a committee member.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

Listening hard, working hard, and offering ideas and help to make visions reality.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have attended almost all of our committee meetings since being appointed to the committee.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

However much is necessary, but I would imagine at least a couple hours.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I love this city, but hopefully that has already come across. Thank you all for your service and for considering this application.

Please upload a file to attach supplemental information, if desired.
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

By Mail: Office of the City Clerk
9770 Culver Blvd.
Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk’s Office, by fax or email as indicated above, or by phone at (310) 253-5851.

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**Outreach Question**

The City Clerk’s Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook, Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

- [ ] Website/Email
- [x] Word of Mouth

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**Supplemental Questions**

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**Thank You**

The City Clerk’s Office encourages all interested persons to apply for all positions in which they have an interest!
**Employment:**

*Law Office of Lila Swenson*

Sole Practitioner: 10/01-6/17

Private practice specializing in real estate transactional work for diverse corporate clients ranging from office and branch leases for a preeminent national banking association to cell site leases and location agreements for media corporations.

*The Walt Disney Company* (Burbank, CA)

Counsel – Corporate Legal Department: 9/97-6/01.

Comprehensive real estate transactional practice based on the diverse needs of the many subsidiaries of The Walt Disney Company, ranging from the lease of office, retail, and industrial space for ABC, Inc., Miramax, Walt Disney Studios and The Disney Stores, Inc. to the acquisition, development and management of property adjacent to the Disneyland resort in Anaheim, CA and the Grand Central Business Center in Glendale, CA.

*Gibson, Dunn & Crutcher LLP* (Los Angeles, CA)

Associate: 11/94-7/97; Summer Associate: 1993.

Legal training and experience in broad range of transactional areas, including business, finance and real estate. Additional experience in the areas of commercial litigation and first amendment litigation.

**Education:**

*University of Southern California Law Center*

Juris Doctor, 5/94

**Activities and Achievements:**

- "Southern California Law Review": Executive Editor - 93/94; Staff Editor - 92/93;
- Legal Writing/Lawyering Skills Instructor - 92/93 & 93/94; and
- Recipient of Public Interest Law Foundation Summer Grant - 92/93.

*Barnard College, Columbia University*

Bachelor of Arts, 1/91

**Triple Major:** Political Science, English, and Psychology.

**Activities:**

- Crew: Rowing - Columbia Women's Crew, 3 years, Junior Varsity and Varsity Eights;
  Coxswaining - National Team Lightweight Men's Development Camp, 7/90; and
- Theater: Columbia Players Theater Company Member, 89/90.

**Hobbies:** Community Volunteerism: Culver City Fiesta La Ballona Committee Member; Farragut Elementary PTA Officer; Culver City Middle School PTSA Officer; Grace Lutheran Evangelical Church Financial Secretary & Worship Assistant; Neighborhood Watch “Captain”. Avid reader and book club enthusiast. Extensive world traveler. Running, hiking, and yoga whenever possible.
Application: (Unable to submit electronically, hence pasting answers via word doc).

These board-specific questions have been added to your application:

Finance Advisory Committee

Name: Shona Gupta

Address: [Redacted]

Are you a Culver City resident? *
YES

If you are a resident of Culver City, please list how many years:
13 years

Primary Phone *
[Redacted]

Employer: Maharindee

Job Title: Founder, CEO

Are you a Culver City business owner/operator? *
YES

If you are a Culver City business owner/operator, please list how many years:
2 years

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor? *
No
Qualifications and Experience

Have you ever worked for the City of Culver City? *
No

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).
No

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement: *

I have volunteered for the Culver City Arts District Art Walk & Roll Festival for a couple of years in a row (pre-pandemic). I worked with the Culver City Arts District Business in a marketing capacity.

My child attended a CCUSD Elementary School, and I actively participated in school related fundraising activities (including Fiesta on the Hill), etc.

My favorite volunteer activity falls under the area of preserving our environment – I love the Ballona Creek clean up and the Baldwin Hills Scenic Overlook. I have participated in several cleanups and native fauna restorations.

More recently I actively participated in administering Covid 19 tests at the Black Bird hours through Covid MD.

I am happy to volunteer when, and if time permits. This is one of the wonderful aspects of Culver City… You are able to participate on many levels as a volunteer!

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

See Resume.

*Guidance Solutions, iCrossing (A division of Hearst Media), Mattel and KPE (Venture Capital firm). Most recently, I also launched my own company during the pandemic…
I am also an active member of the LA Women’s Entrepreneur scene (Organization: TuesdayNights LA).

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

See Resume. BA from McGill University. I have an MBA from Claremont. See attached CV.

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body? *

I’m seeking appointment to the Finance Advisory Committee.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)’s role.

I’m seeking appointment to the Finance Advisory Committee because I am interested in getting involved with the city in a more rewarding level. I believe the work this committee does impacts change and is integral to CC. I’m also interested in learning more about process and new ideas that this committee tackles.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)? *

I have an MBA and have worked in the business world for over two decades. I have started my own business and raised money in the past. I have a wide range of experience... My background in tech coupled with my business experience should prove valuable in my committee role.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I look forward to working with the current committee. I’m very process driven in the work that I do, but I also believe in collaborative needs, creative ideas and fresh thinking.
How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have not attended any FAC meetings. I have attended City Council meetings in person and virtually *during the pandemic.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I’m able to attend the bi-monthly meetings and additional meetings outside these sessions.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

Thank you for the opportunity here. I did not originally think of this committee, however Darrel Mentehe mentioned the opening and encouraged me to apply. I would love the opportunity to collaborate with him and other individuals on the committee. After all, we live in a very special place… the future value of CC is not something that should be taken for granted.

**Outreach Question**

The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity:

**Word of Mouth**

**Supplemental Questions**

Please ensure you meet the qualifications below for the membership category(ies) for which you are applying. Please select the Category for which you are applying to the Finance Advisory Committee:

**Local Business Representative and Resident**
Shona Gupta
Los Angeles County, California, United States

Summary
I'm a passionate and digitally savvy collaborative leader with a proven track record for building relationships and bringing impactful initiatives to life. I have over two decades of experience, managing and overseeing digital marketing, web development, eCommerce, and creative initiatives (online & offline).
- Founder & CEO of Maharindee.com - Pure and Potent Skincare, made with ancient Indian wisdom and CBD science. I launched the brand during the pandemic in the summer of 2020.
- Business Development Director at Guidance, West. I love helping brands bring their ecom vision to life!
- I've worked at both Fortune 500s, including Mattel, Hearst Media, as well as several startups.
- I've raised capital for my own initiatives, including Maharindee.com and GetRealGirl.
- I'm fluent in English, French, and Bengali. Beginner level in Spanish and Hindi.

Experience

Director, Business Development at Guidance, West
Guidance
Jan 2020 - Present (1 year 5 months +)
Oversee Western region Business Development efforts for Guidance Solutions.
A bit more about Guidance: WE DESIGN, DEVELOP, AND DELIVER COMMERCE.
Our expert commerce solutions have helped digital newcomers and retail veterans grow, flourish, and reach their full potential in highly competitive markets. Platforms include: Big Commerce, Shopify, Magento and Epi. B2B and D2C.

Founder, CEO
Maharindee
Jun 2020 - Present (1 year +)
MAHARINDEE Pure & Potent Skincare: Made with a combination of ancient Indian wisdom & CBD science. Designed for women who run companies, run families, run errands, run marathons, run late, run wild … but never, ever run away. We believe that every woman has a "great beauty" that stems from within, and we created MAHARINDEE to help bring out your most radiant you.

Engagement Director
Guidance
2013 - Jan 2020 (7 years 1 month)
CEOs, Get Real Girl International
2016 - 2017 (2 years)
A brand focused on inspiring activity & adventure for girls today.
Led the team’s efforts in re-envisioning the brand, which was originally developed in 2001. Managed a
diverse team (product development, marketing, athlete relations and partnerships). Oversaw creative
process and the manufacturing of prototype development. Successfully created and implemented a
Kickstarter campaign - hit target amount for campaign.

Shosho Consultants
Strategist
2013 - 2015 (3 years)
• KIDSTIR.COM: Directed marketing efforts for this start-up business, including retargeting, SEM and
  additional partnership opportunities.
• 36-VIEWS: Drove marketing efforts for the niche digital publications. Implemented Google Adwords
  and Display campaign. Provided strategic guidance on social and other digital marketing tactics.
• AGENCY AGILE: Wrote case studies, led AA’s SODA (Society of Digital Agencies) conference
  preparation, drove new business efforts, and facilitated with Agile-project based workshops.

Senior Project Manager
iCrossing
2008 - 2013 (6 years)
Managed web development projects, integrated marketing campaigns, display advertising, large budget
video and content production for a mix of companies, including Fortune 500 clients. Delivered several
complex technical and creative multi-million-dollar projects for clients such as Vail Resorts, AAA, Hilton,
Avery Dennison, Epson, TransUnion, LG, and Tektronix.

Sr. Producer for Barbie.com
Mattel, Inc.
2002 - 2007 (6 years)
Led the team in online strategy and implemented Barbie.com’s $1M budget. Grew traffic for Barbie.com
through online media campaigns with Disney, Nick, Yahoo, and Google.

Business Development Director
Kaufman Patricof Enterprises
2000 - 2001 (2 years)
Directed website conception and development. Oversaw marketing and online PR campaigns.
Highlights included: Successfully directed Princess Cruises online site redesign.

Account Director
Internet Outfitters/ AppNet
1999 - 2000 (2 years)
Main objective to target, prospect and pitch potential clients for interactive services & e-commerce
development projects. Provided direction for media buys and successfully sold media to AppNet clients.
Generated $1,000,000 in new and follow-on business sales. Client include: Allergan, Amgen among others.

**Foreign Rights Manager & Project Manager**
Aperture Foundation  
1992 - 1997 (6 years)  
Negotiated international negotiations of all Aperture products. Marketed book publishing rights to non-US publishers, negotiated contracts and licenses, and liaised with museums for traveling exhibitions. Collaborated with photographers such as Cartier Bresson, Sally Mann, Charles Lindsay, Nick Waplington among others. Organized Aperture's presence at the annual Frankfurt & London Book Fairs.

**Education**

**Drucker School of Management**
Master of Business Administration - MBA, Marketing  
Beta Gamma Sigma

**McGill University**
Bachelor of Arts - BA, Sociology and Anthropology

**Skills**

Digital Strategy • Digital Marketing • Social Media Marketing • Online Advertising • Integrated Marketing  
• SEO • E-commerce • Social Media • Creative Direction • Strategy
Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City’s commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

• The California Political Reform Act prohibits a public official (including any of the City’s commission, committee, or board members) from participating in any decision or deliberation that might affect the official’s own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.

• Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from “making” a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract’s scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney’s Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain to that particular body.

Anne Diga Jacobsen
If appointed to a body, please be aware that:

• Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.

• All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.

• State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.

• Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.

• Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Finance Advisory Committee: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

1) Finance Advisory Committee and 2) Committee on Homelessness

Anne Diga Jacobsen

Are you a Culver City resident?

☐ Yes ☐ No

If you are a resident of Culver City, please list how many years:

19 years

Los Angeles Community College District

Anne Diga Jacobsen
Are you a Culver City business owner/operator?

☐ Yes  ☐ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes  ☐ No

If you are a minor, please provide your parental consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes  ☐ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes  ☐ No

If yes, please explain:

I currently serve as in-house legal counsel for the Los Angeles Community College District (West Los Angeles College being one of our colleges). I would need to recuse myself from any matters related to dealings with West Los Angeles College.

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

Culver City Education Foundation, Board Member Culver City USD Budget Advisory Committee, Past Chair and Member Culver City USD, Bond Oversight Committee, Vice Chair and Member Culver City USD Inclusion, Respect and Diversity Task Force, Member Culver City Action Network, Member Culver City Chief’s Advisory Panel, Member Culver City Tactical Advisory Committee, Public Safety Bicycle Pedestrian Advisory Committee for Culver City

Anne Diga Jacobsen
Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Associate General Counsel for Los Angeles Community College District from 2006-Present
Enterprise Technology Manager and Information Technology Lead for Los Angeles Community College District, 2002-2006
Staff Attorney, Los Angeles County Office of Education, 1997-2001

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

California State Bar License# 189761 Juris Doctorate, Loyola Law School conferred in 1995
Bachelor of Arts, University of California Berkeley, English - conferred in 1992 with honors
Bachelor of Arts, University of California Berkeley, Ethnic Studies, conferred in 1992 with honors

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

All committees have an advisory role to the Culver City Council. The committees are the community conduits for which the members of the council receive input from its constituents.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I seek appointment to the Homeless Committee. As a 19 year resident of Culver City, I believe that as a community we address the needs of all people within the City with effective solutions and with an eye to social justice for all. I've also have had prior experience on homeless issues as it relates to the unhoused students we serve throughout the Los Angeles Community College District in which we have nine colleges. I seek appointment to the Finance Advisory Committee as I believe that my legal and business background and experience in the areas of procurement, finance and budget in two large public agencies and my diverse perspective would contribute greatly to properly assessing the needs of the City and its citizens while making budgetary/financial recommendations to support these needs. As in-house counsel for LACCD, I’ve worked with LA County, LA City, non-profits, LACCD management and staff to find possible solutions to the critical needs among our large population of students who are unhoused and food insecure.
What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I have practiced law for 24 years in public educational agencies. As in-house legal counsel this often requires interaction with other public agencies such as County of LA, City of LA and non-profit organizations wishing to serve the needs of our food and housing insecure students for which LACCD has one of the largest populations in California. I've worked with these entities in establishing MOU's and agreements to serve the various needs of this under served population of students. Also, I am very familiar with public agency business operations serving as legal counsel to the areas of procurement, finance, business and administrative services for the public agencies I've worked for. I am very acquainted with the great responsibility of listening to public concerns and effectively addressing them as it relates to needed resources to operate balanced with fiscal responsibility and prudence in spending the public tax dollars. This process includes assessing the needs appropriately, reasonably weighing the concerns, responding to them and administering solutions with reasonable timelines and effective action plans.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I intend to fulfill the goals of the committee(s) utilizing sound, ethical judgment along with diverse and strategic perspectives. Having been a public agency attorney for many years, I’ve worked effectively to serve the public needs and become a well-trained listener, communicator and advocate in serving these needs. I think these experiences and skills are important in fulfilling the objectives of the city committees.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have regularly attended BPAC, a few TAC and City Council meetings throughout the year and CAP meetings.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

The time necessary to be able to deliberate and make appropriate decisions on any committee agenda items requiring action.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I believe my presence on these committees will provide a diverse and experienced perspective to the community governance issues handled by these bodies. I can provide a resume upon request.

Please upload a file to attach supplemental information, if desired.

Anne Diga Jacobsen
You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

By Mail: Office of the City Clerk
9770 Culver Blvd.
Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk’s Office, by fax or email as indicated above, or by phone at (310) 253-5851.

Outreach Question

The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook,/Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☑ Website/Email
☑ Word of Mouth

Supplemental Questions

Question applies to Finance Advisory Committee

Please ensure you meet the qualifications below for the membership category(ies) for which you are applying. Please select the Category for which you are applying to the Finance Advisory Committee:

☑ Resident

Question applies to Finance Advisory Committee

From the City Council approved “Finance Advisory Committee Bylaws:

“Business Community Member: Shall own or be the primary operator of a duly licensed business located within the City limits.

Please call the Finance Department at (310) 253-5865 if you have any questions regarding eligibility for Finance Advisory Committee positions.

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!

Anne Diga Jacobsen