

## **2.13 Boards and Commissions Appointment.**

### **Recommendation:**

Approve the following Boards and Commissions appointments:

(a) Downtown Parking Board:

(1) Downtown Business Association Representative Seat: Appoint Louie Ruvane for a term ending June 30, 2027.

(b) Historic Landmarks Commission:

(1) Citywide Seat: Appoint Sara Ghalandari for a term ending June 30, 2027.

(c) Housing and Community Development Commission:

(1) District 2 Seat: Appoint Alain Mowad for a term ending June 30, 2027.

(d) Parks and Recreation Commission:

(1) District 10 Seat: Appoint Ken Brennan for a term ending to June 30, 2027.

(e) Senior Citizens Commission:

(1) District 6 Seat: Appoint Giovanna Erkanat for a term ending June 30, 2027.

(2) District 10 Seat: Appoint Donna Tran for a term ending June 30, 2027.

CEQA: Not a Project, File No. PP17-010, City Organizational and Administrative Activities resulting in no changes to the physical environment. (City Clerk)

[Rules Committee referral 1/3/2024 - Item A.1.a]



COUNCIL AGENDA: 1/9/2024  
FILE: 24-68178  
ITEM: 2.13

## Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Toni J. Taber, CMC  
City Clerk

**SUBJECT:** BOARDS AND COMMISSIONS  
APPOINTMENT

**DATE:** January 3, 2024

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### **RECOMMENDATION**

Approve the following Boards and Commissions appointments:

- (a) Downtown Parking Board
  - (1) Downtown Business Association Representative Seat: Appoint Louie Ruvane for a term ending June 30, 2027
- (b) Historic Landmarks Commission
  - (1) Citywide Seat: Appoint Sara Ghalandari for a term ending June 30, 2027
- (c) Housing and Community Development Commission
  - (1) District 2 Seat: Appoint Alain Mowad for a term ending June 30, 2027
- (d) Parks and Recreation Commission
  - (1) District 10 Seat: Appoint Ken Brennan for a term ending to June 30, 2027
- (e) Senior Citizens Commission
  - (1) District 6 Seat: Appoint Giovanna Erkanat for a term ending June 30, 2027
  - (2) District 10 Seat: Appoint Donna Tran for a term ending June 30, 2027

### **OUTCOME**

Appointment to the vacant seats on each of the Commissions will allow the commissions to continue conducting business.

### **BACKGROUND**

Section 2.08.180 of the San José Municipal Code (SJMC) indicates that each Councilmember, including the Mayor, shall nominate one Commissioner to each Council-Nominated Commission. Section 2.08.3620 of the San José Municipal Code (SJMC) indicates that the Mayor shall nominate members of the Downtown Parking Board.

### **ANALYSIS**

The applications of all nominated candidates are attached. Memoranda from the Office of the City Attorney regarding their conflicts of interest are also included. The applicants were also reviewed by Planning Building and Code Enforcement with no issues found. A supplemental memorandum will be posted should additional names be submitted for vacancy nominations.

### **EVALUATION AND FOLLOW-UP**

A duty of the Office of the City Clerk is to minimize vacancies on the Boards and Commissions. The Office of the City Clerk and City Council Offices are still recruiting for additional vacancies.

### **PUBLIC OUTREACH**

The Office of the City Clerk created a graphic for the vacancies. The graphic was sent to all Council Offices for distribution in their District newsletters, to the City Manager's Office Public Information Manager for distribution, and was distributed to the City Clerk's contact list of over 200 people plus organizations. Additionally, notice was posted on the City Clerk's Boards and Commissions webpage.


The memorandum has been posted on the City Clerk's website as part of the January 9, 2024 City Council Meeting Agenda.

### **COORDINATION**

This memorandum has been coordinated with the Office of the City Attorney.

### **CEQA**

Not a Project, File No. PP17-010, City Administrative Activities, resulting in no changes to the physical environment.



TONI J. TABER, CMC  
City Clerk

For questions, please contact Toni Taber, City Clerk, at (408) 535-1260.

# *Memorandum*

**TO:** HONORABLE MAYOR AND CITY  
COUNCIL

**FROM:** Nora Frimann  
City Attorney

**SUBJECT:** Downtown Parking Board  
Applicants: Conflicts of Interest

**DATE:** December 3, 2023

## **BACKGROUND**

Following the recommendation of a member by the Mayor, the City Council may approve the recommendation and appoint members to the Downtown Parking Board ("Board").

This office routinely reviews applications to City Boards, Commissions and Committees. Although the applications do not provide complete information, they do occasionally disclose potential conflicts of interest or incompatible offices. The purpose of this memorandum is to highlight major areas of potential conflict that are disclosed by the applications. In order to analyze potential conflicts, it is necessary to consider the duties of the particular commission or committee to which the applicant is seeking appointment.

## **DUTIES**

The Board is comprised of seven-members and established to:

- A. Review, evaluate and make recommendations to the city council regarding the city's downtown parking program, including, but not limited to:
  1. The updating and implementation of any downtown parking plan that has been approved by the city council.
  2. The annual capital and operating budgets respecting the downtown parking program.
  3. The award of consultant and vendor contracts related to the downtown parking program.
  4. The goals and objectives for the downtown parking program.
  5. The on-street and off-street parking rates and implementation of parking validation programs.
  6. The marketing of on-street and off-street parking facilities in downtown.

7. The implementation of downtown parking enforcement.
  8. The operation of public off-street and on-street parking facilities.
- B. Periodically review, evaluate and make recommendations regarding the parking fund fiscal reports and the use of parking operations revenues.
  - C. Review and make recommendations on downtown parking needs, the expansion, addition or improvement of downtown parking facilities, and improvements to parking operations downtown.
  - D. Serve as a public forum for the discussion of downtown parking issues.

### **MEMBERSHIP REQUIREMENTS**

Board members must be appointed to the Board upon the Mayor's recommendation to the City Council and the City Council's approval of such recommendation. The Board consists of seven members as follows:

- A. A member of the Downtown Business Association.
- B. A representative of a business association within a designated meter district outside of the Downtown Core.
- C. A representative from San Jose State University.
- D. A downtown resident.
- E. A member of an organization representing downtown arts and/or special events.
- F. Two at-large individuals with expertise in business and/or finance and/or an owner/representative of a private off-street parking facility located within the Downtown Core, with a maximum of one at-large seat filled by an owner/representative of a private off-street parking facility.

Under Section 2.08.3640(B) of Part 36 of Chapter 2.08 of Title 2 of the San Jose Municipal Code, the members of the downtown business association appointed to the Board are intended to represent and further the interest of the downtown business community, and their representation will ultimately serve the public interest.

## **LEGAL CONFLICTS THAT MAY PRECLUDE VOTE OR PARTICIPATION**

Certain positions may preclude a Board member from participating in a Board discussion or from voting on a matter if there is a conflict. While this list is not complete, conflicts usually fall within the following situations:

- An application shows entities that are “sources of income” to a potential commissioner within the 12 months preceding the start of the Board term, as defined under the Political Reform Act.
- An application shows sources of income to a spouse or Domestic Partner of a potential Board member within the 12 months preceding the start of the Board term.
- An applicant or the spouse or Domestic Partner of an applicant, is an Officer or Board Member of an entity and it is foreseeable that the entity could be involved in a matter coming before the Board.

In each of these instances, the Board member may be required to recuse himself or herself if a matter comes before the Board affecting the above interests. A Board member’s employer, or the employer of the member’s spouse, is generally considered a source of income to the member such that the member will have to recuse himself or herself from taking part in the Board’s decision on a matter if the decision will have a foreseeable financial effect on the employer.

## **APPEARANCE OF BIAS**

There may also be facts which would not amount to a legal conflict of interest, but still require recusal because certain relationships may create an appearance of bias. City Council policy requires Board members to be free from bias in their decision making and may require recusal if the facts could reasonably lead one to conclude that the member would be biased for or against an entity or entities.

## **APPLICANT**

**Ruvane, Louis:** Applicant applied on September 27, 2023. Applicant is a resident of District 3 in San Jose and employed as the owner of Orangetheory Fitness, located at 111 West St. John Street, Ste 110, in San Jose. The Applicant’s listed employment appears to satisfy the requirements for members of the Board from the Downtown Business Association.

The Applicant reports past employment with the Baltimore Orioles and San Diego Padres and past community involvement as an Orangetheory Franchise Advisory Committee Member. The Applicant's application does not appear to contain any information which would constitute a conflict of interest.

## **CONCLUSION**

The Council may wish to consider the above comments in making its recommendations regarding appointments to the Board.

NORA FRIMANN  
City Attorney

By /s/ Matthew Tolnay (electronically signed)  
Matthew Tolnay  
Deputy City Attorney

cc: Jennifer Maguire, City Manager  
Toni J. Taber, City Clerk

# *Memorandum*

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**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Nora Frimann  
City Attorney

**SUBJECT:** Historic Landmarks  
Commission Applicant

**DATE:** November 20, 2023

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## **BACKGROUND**

This Office routinely reviews applications to City Boards and Commissions. The applications do not provide complete information regarding potential conflicts of interest; however, they do occasionally disclose potential conflicts of interest or incompatible offices. The purpose of this memorandum is to highlight major areas of potential conflict that are disclosed by the applications. To analyze potential conflicts, it is necessary to consider the duties of the particular commission for which the applicant is seeking appointment. This review is limited to the information provided on the applications and is not intended to be a comprehensive investigation of potential conflicts involving the applicants.

## **COMMISSION DUTIES**

The Historic Landmarks Commission has two major responsibilities under the Municipal Code:

1. To serve in an advisory capacity to the City Council, the City Manager, and the Director of Planning with respect to various actions proposed to be taken involving property of historical significance. The various actions include acquisition, gifts, disposal, designation, sales and exchanges of such property; and
2. To encourage and promote the preservation of historic landmarks, sites, artifacts and other property connected with the history of the City of San José.

The members of the Commission must be persons having demonstrable interest and expertise in historic preservation. Whenever possible, at least three (3) members shall have professional expertise in one of the following disciplines: architecture, history, architectural history, planning, prehistoric and historic archaeology, folklore, cultural anthropology, curation, conservation, landscape architecture or related disciplines.



## **LEGAL CONFLICTS THAT MAY PRECLUDE VOTE OR PARTICIPATION**

Certain positions and other financial interests may preclude a commissioner from participating in a Commission discussion and voting if a matter involving the entity comes before the Commission. While this list is not complete, these types of conflicts generally fall within one or more of the following situations:

- An application shows entities that are “sources of income” to a potential commissioner within the 12 months preceding the start of the Commission term, as defined under the Political Reform Act.
- An application shows sources of income to a spouse or domestic partner of a potential commissioner within the 12 months preceding the start of the Commission term.
- An applicant of the spouse or domestic partner of an applicant is an officer or board member of an entity, and it is foreseeable that the entity could be involved in a matter coming before the Commission.
- An applicant has an interest (including community property interest) in real property, such as their place of residence or any other real property in San José that may be affected by a matter coming before the Commission.

## **APPEARANCE OF BIAS**

There may be facts which would not amount to a legal conflict of interest under the Political Reform Act requiring a commissioner to abstain from a commission vote or discussion, but the relationship could indicate a bias or the appearance of bias on the part of the commissioner. City Council policy requires commissioners to be free from bias in their decision making and may require a commissioner to abstain if the facts could reasonably lead one to conclude that the commissioner would be biased for or against an applicant or application.

## **REVIEW OF APPLICANTS**

One application was received and determined by the City Clerk to meet the basic qualifications for consideration. The application from the applicant listed below was reviewed by our office. Set forth below is the new applicant, and any apparent legal conflicts of interest and/or appearance of bias related to entities that are likely to come before the Commission in some manner, as identified in their applications.

## **HISTORIC LANDMARKS COMMISSION APPLICANT:**


**Sara Ghalandari** – Ms. Ghalandari applied on November 12, 2023. She is an attorney with Gibson Dunn & Crutcher LLP. Her spouse is an attorney with Messing Adam & Jasmine LLP. She owns her residence in the Willow Glen neighborhood in San José City Council District 6. If appointed, Ms. Lakshminarayan may need to abstain from participating in decisions that present a conflict with her or her spouse's work and/or clients.

## **CONCLUSION**

If an applicant is compensated for a given activity, there may be occasions when they may have to abstain from participation in matters before the Commission which concern the source of income. If an applicant is a member of a board, they may also be required to abstain when the organization of which they are a board member takes a position in favor or against a project before the Commission.

The applications do not reveal any pervasive conflicts of interest which would prevent the current applicants from serving on the Historic Landmarks Commission. You may wish to consider the above comments in making your recommendations on appointments to the Historic Landmarks Commission.

NORA FRIMANN  
City Attorney

By   
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DANIEL ZAZUETA  
Senior Deputy City Attorney

Cc: Jennifer Maguire, City Manager  
Toni Taber, CMC, City Clerk

# *Memorandum*

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**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Nora Frimann  
City Attorney

**SUBJECT:** Conflicts Review - Housing  
and Community Development  
Commission

**DATE:** November 29, 2023

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## **BACKGROUND**

This Office routinely reviews applications to City boards, committees, and commissions. Although the applications do not provide complete information, they do occasionally disclose potential conflicts of interest or incompatible offices. The purpose of this memorandum is to highlight major areas of potential conflict that are disclosed by applications. In order to analyze potential conflicts, it is necessary to consider the duties of the particular commission or committee to which the applicant is seeking appointment. This review is limited to the information provided on the applications and is not intended to be a comprehensive investigation of potential conflicts involving applicants.

## **COMMISSION DUTIES**

The Housing and Community Development Commission (“HCDC” or “Commission”) was formed in July 2013 when the Housing and Community Development Advisory Commission was merged with the Advisory Commission on Rents (“ACR”) and the Mobilehome Advisory Commission (“MAC”). It serves as the successor to ACR and MAC fulfilling their duties under the Mobilehome Rent Ordinance, Chapter 17.22 of the Municipal Code and the Rental Dispute Mediation and Arbitration Ordinance (“Apartment Rent Ordinance”), Chapter 17.23 of the Municipal Code. These duties include review of the fees imposed under those ordinances. HCDC also reviews potential amendments to provisions of the Zoning Code that apply to mobilehomes including the City’s Mobilehome Park Conversion Ordinance. HCDC serves as the lead citizen participation group in the planning and programming of the Community Development Block Grant (“CDBG”). HCDC also makes recommendations on new and existing Housing Department programs and policies. Additionally, HCDC holds public

hearings and makes recommendations in conjunction with the City's Consolidated Plan and Annual Action Plans, which are related to the use and spending of federal funds, including CDBG, Emergency Solutions Grant ("ESG"), and Home Investment Partnerships Program ("HOME") funds. In 2020, HCDC was designated as the Oversight Committee for the Measure E funds reviewing and commenting on spending plans and expenditures consistent with Council Policy 1-18. The decisions made by the members of HCDC, particularly those related to the Consolidated Plan, may impact the spending of City funds.

### **COMMISSION MEMBERSHIP**

The Commission is a 14 member body with the following special eligibility requirements: (a) one member shall be a person recommended by an organization of owners of San José mobilehome parks; (b) one member shall be a person recommended by an organization of residents of San José mobilehome parks; (c) one member shall be an owner or manager of San José rent stabilized apartments; (d) one member shall be a tenant of a San José rent stabilized apartment, (e) one member shall be a person with experience being homeless, and (f) at least five members shall represent low income households. The members nominated by the Mayor, District 3, District 5, and District 7 are the seats that are intended to be filled by persons representing low-income households. Additionally, the mobilehome park resident representative is deemed to be a representative of low-income households.

### **UPCOMING VACANCIES**

There is currently only one vacant seat on the Commission. In accordance with Section 2.08.180 of the Municipal Code, the vacant seat to be nominated by District 2.

### **APPLICANTS**

The applications from the applicants eligible for the upcoming vacancies were reviewed by our office and are listed below. Unless otherwise indicated, the applications reviewed do not disclose incompatible offices or apparent conflicts of interest that would substantially impair the functioning of the Commission.

### **LEGAL CONFLICTS THAT MAY PRECLUDE VOTE OR PARTICIPATION**

Certain positions may preclude a commissioner from participating in a commission

discussion or from voting if a matter involving or affecting an entity comes before the commission, including consideration of a potential grant or contract, or a matter under the Mobilehome Rent Ordinance or the Apartment Rent Ordinance. While this list is not complete, these types of conflicts generally fall within one or more of the following situations:

- An application shows entities that are “sources of income” to a potential commissioner within the 12 months preceding the start of the commission term, as defined under the Political Reform Act.
- An application shows entities that are sources of income to a Spouse or Domestic Partner of a potential commissioner within the 12 months preceding the start of the commission term.
- An applicant or the Spouse or Domestic Partner of an applicant is an Officer or Board Member of an entity and it is foreseeable that the entity could be involved in a matter coming before the commission.

Additionally, a conflict may arise when the Commission is proposed to take action on a matter related to the Mobilehome Rent Ordinance, the Apartment Rent Ordinance or the Mobilehome related provisions of Title 20, if applicant resides in or owns a property subject to these ordinances and the potential commission action may impact the personal finances of the applicant.

Members serving as a mobilehome park representative or a residential rent stabilized apartment representative are permitted to take actions affecting mobilehome related matters or rent stabilized apartments matters, respectively, without violating general conflict of interest provisions of state and local law.

Municipal Code Section 2.08.2820 provides that: (a) one member of the Commission shall be a person recommended by an organization of residents of San José mobilehome parks, (b) one member of the Commission shall be a person recommended by an organization of owners of the San José mobilehome parks, and these members have designated seats on the Commission pursuant to Section 2.08.2830.A. Section 2.08.2820 also provides that: (c) one member shall be an owner or manager of a residential rent stabilized property, (d) one member shall be a tenant of rent stabilized unit, however, there are no designated seats for these representatives.

San José Municipal Code Section 2.08.2850 contains findings and declarations which provide that: (a) for the purposes of the mobilehome park owner who serves on the commission, the San José mobilehome park industry is tantamount to and constitutes the public generally within the meaning of California Government Code Section 87103; and (b) for purposes of the mobilehome park resident who serves on the commission, the San José mobilehome park residential community is tantamount to and constitutes the public generally within the meaning of California Government Code Section 87103. Together, these provisions allow the persons appointed to these representative positions to take action on issues related to the mobilehome rent ordinance or other mobilehome related matters without violation of the general conflict of interest provisions of state and local law. Municipal Code Section 2.08.2850 also contains findings and declarations which provide that: (c) for the purposes of the owner or manager of residential rent stabilized rental unit(s) who serves on the commission in San José, the residential rent stabilized rental property owners is tantamount to and constitutes the public generally within the meaning of California Government Code Section 87103; and for purposes of the tenant of a residential rent stabilized rental unit who serves on the commission, the San José residential rent stabilized rental unit tenants community is tantamount to and constitutes the public generally within the meaning of California Government Code Section 87103. Together, these provisions allow the persons appointed to these representative positions to take action on issues related to the Apartment Rent Ordinance or other rent stabilized apartment related matters without violation of the general conflict of interest provisions of state and local law.

### **APPEARANCE OF BIAS**

There may be facts which would not amount to a legal conflict of interest requiring a commissioner to recuse him or herself from a commission vote or discussion, however the relationship could create an appearance of bias on the part of the commissioner. City Council policy requires commissions to be free from bias in their decision making and may require a commissioner to recuse him or herself if the facts could reasonably lead one to conclude that the applicant would be biased for or against an entity or entities.

### **HOUSING DEPARTMENT GRANTEE POLICY**

In addition to the conflicts listed above, it is Housing Department Policy that in order to avoid a perceived conflict of interest, no person who is a member of the board of

directors of, or is employed by, an agency that applies for or receives CDBG, ESG, HOME or other funding will be eligible to vote on funding decisions involving that agency regarding that funding source. Where an applicant is connected with a specific agency that has previously applied for grants or funding, this policy will be mentioned below.

## **REVIEW OF APPLICANTS**

The list below summarizes some of the basic information from the applications and identifies any conflicts or potential conflicts. Since specific gender preferences of the applicants are not provided in the application, all applicants below are referred to as “them/their/they.”

**ELIZABETH AGRAMONT-JUSTINNIANO:** The applicant resides in Council District 3 in a non-rent-stabilized apartment. This application was submitted on September 30, 2023. This application indicates they are employed at Life Moves, a nonprofit organization under contract with the City, as a Motel Intake Coordinator at 1041 The Alameda. The spouse sections of the applicant indicates “N/A.” The applicant also indicates that they currently rent property in San José and that property is subject to the Tenant Protection Ordinance. A potential conflict of interest could arise in their role as a Life Moves employee in the event that an item came before the Commission related to Life Moves’ work with the City. In this event, the applicant would likely be required to recuse themselves because there could be a potential financial conflict of interest. Otherwise, the application discloses no incompatible offices, incompatible activities, or conflicts of interest which appear likely to arise in the performance of the applicant’s duties as a Commission member.

**LYNNARD BARNES:** The applicant resides in Council District 2. This application was submitted on August 31, 2023. This applicant indicates in the employment section that they are employed with PG&E as an Engineering Estimator.” The spouse sections of this application indicates their spouse is also employed at PG&E as a Customer Service Rep. Their application indicates that they own property in San José. The application discloses no incompatible offices, incompatible activities, or conflicts of interest which appear likely to arise in the performance of the applicant’s duties as a Commission member.

**TODD DAVIDSON:** The applicant resides in Council District 9. This application was submitted on October 20, 2023. Their application indicates that they own property in San

José. This application indicates they are mostly retired and doing some consulting work, with their prior full time employment in clean energy and water solutions. The spouse section indicates "N/A". The applicant owns their home. The application discloses no incompatible offices, incompatible activities, or conflicts of interest which appear likely to arise in the performance of the applicant's duties as a Commission member.

**ANGELIE DO:** The applicant resides in Council District 2. This application was previously submitted on October 27, 2023. Their application indicates that they own property in San José. This application indicates the applicant's employment is as a Pharmacist at Viet Town Pharmacy. The applicant's spouse sections of this application indicates "N/A". Their application indicates that they own, lease, or manage properties subject to the City's Mobilehome Rent Ordinance. Since the mobilehome owner representative role is currently filled, a conflict of interest may arise when there are items discussed at Commission impacting mobilehomes. In such cases, the Commissioner will likely need to recuse themselves when such matters are brought before the Commission. Additionally, the applicant indicates they are also a licensed realtor. A possible conflict of interest could arise if the Commission was hearing a matter that would impact the financial interests of this applicant based upon the applicant's work as a realtor, so the applicant may have to recuse themselves if such an item came before the Commission. Otherwise, the application discloses no incompatible offices, incompatible activities, or conflicts of interest which appear likely to arise in the performance of the applicant's duties as a Commission member.

**SANELA METOVIC:** This application was submitted on June 29, 2023. The applicant resides in Council District 6. The applicant discloses that they reside and rent in a rent-controlled property, as well as manage a rent-controlled property on behalf of their parents. The application indicates that they are self-employed. The spouse sections of this application indicate "N/A." Since both the landlord and tenant representative role is currently filled, both residing and managing a property covered by the Apartment Rent Ordinance can create a conflict of interest when there are items discussed at Commission impacting such properties which is a regular occurrence. In such cases, the Commissioner will likely need to recuse themselves when such matters are brought before the Commission. Otherwise, the application discloses no incompatible offices, incompatible activities, or conflicts of interest which appear likely to arise in the performance of the applicant's duties as a Commission member.

**ALAIN MOWAD:** This application was submitted on September 2, 2023. According to the application, the applicant resides in Council District 2. Their application indicates that they own property in San José. The applicant indicates they are a Senior Director,



Product Marketing for Talkdesk, Inc. The spouse sections of this application indicate they are a teacher's aide." The application discloses no incompatible offices, incompatible activities, or conflicts of interest which appear likely to arise in the performance of the applicant's duties as a Commission member.

## **CONCLUSION**

Except as noted in the review of applicants Elizabeth Agramont-Justinniano and Angelie Do, the applications disclose no incompatible offices, incompatible activities, or conflicts of interest which appear likely to arise in the performance of the applicants' duties as Commission members. You may wish to consider the above comments in making your recommendations on appointments to the Commission.

NORA FRIMANN  
City Attorney

By: /s/ Christopher Alexander  
Christopher Alexander  
Deputy City Attorney

cc: Toni Taber, City Clerk  
Jennifer Maguire, City Manager  
Rosallynn Hughey, Interim Director of Housing

# *Memorandum*

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**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Nora Frimann  
City Attorney

**SUBJECT:** Conflicts Review - Parks &  
Recreation Commission  
Applicant

**DATE:** November 29, 2023

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## **BACKGROUND**

This Office routinely reviews applications to City Boards and Commissions. The applications generally do not provide complete information regarding potential conflicts; however, they do occasionally disclose potential conflicts of interest or incompatible offices. The purpose of this memorandum is to highlight areas of potential conflict which are disclosed by the application. In order to analyze potential conflicts, it is necessary to consider the duties of the particular commission for which the applicant is seeking appointment. This review is limited to the information provided on the applications and is not intended to be comprehensive investigation of potential conflicts involving the applicants.

## **COMMISSION DUTIES**

The Parks and Recreation Commission's duties include studies, reviews, evaluation, and making recommendations to the City Council regarding the City's Parks and Recreation programs. The Parks program includes the location, design, and maintenance of parks and other recreation facilities. The Recreation programs include adult sports and youth, senior and special population activities. If an applicant lives in proximity to the park or recreational facility, there may be occasions when he or she may have to abstain from participation in matters before the Commission that concern the particular facility. We have no way of evaluating this situation in advance – City staff would need to evaluate the location of the project and the commissioner's residence on a case-by-case basis.

## **LEGAL CONFLICTS THAT MAY PRECLUDE VOTE OR PARTICIPATION**

Certain positions may preclude a commissioner from participating in a commission discussion or from voting if a matter involving the entity comes before the commission. While this list is not complete, these types of conflicts generally fall within one or more of the following situations:

- An application shows entities that are “sources of income” to a potential commissioner within the 12 months preceding the start of the commission term, as defined under the **Political** Reform Act.
- An application shows sources of income to a spouse or domestic partner of a potential commissioner within the 12 months preceding the start of the commission term.
- An applicant or the spouse or domestic partner of an applicant is an officer or board member of an entity and it is foreseeable that the entity could be involved in a matter coming before the commission.

### **APPEARANCE OF BIAS**

There may be facts which would not amount to a legal conflict of interest requiring a commissioner to recuse him or herself from a commission vote or discussion but the relationship could create an appearance of bias on the part of the commissioner. City Council policy requires commissions to be free from bias in their decision making and may require a commissioner to recuse him or herself if the facts could reasonably lead one to conclude that the applicant would be biased for or against an entity or entities.

### **REVIEW OF APPLICANT**

The application from the applicants listed below was reviewed by our office. Unless otherwise indicated, no application discloses incompatible offices or apparent conflicts of interest that would substantially impair the functioning of the commission.

**Kelsey Douglass-Kipp** – Kelsey Douglass-Kipp’s application indicates she is currently unemployed. Their spouse is employed at Tesla as a software engineer. It is possible that the Commission could consider a matter involving Tesla which may present an actual conflict or appearance of bias. In such a case, she may need to disqualify herself from taking part in the Commission’s decision on that matter. Otherwise, the application discloses no incompatible offices nor apparent conflicts of interest.

**Vishy Narayan** – Vishy Narayan’s application indicates they are a Vice President at Technology Consulting. Their spouse is a Senior Manager at Commscope. The application discloses no incompatible offices nor apparent conflicts of interest.

**Alexander Mok** – Alexander Mok’s application indicates he is currently self employed. The application discloses no incompatible offices nor apparent conflicts of interest.

**Haneet Goraya** – Haneet Goraya’s application indicates they are employed at the San Jose Unified School District as a School Psychologist. The application discloses no incompatible offices nor apparent conflicts of interest.

**Sachihiko Michitaka** – Sachihiko Michitaka’s application indicates they are currently self employed. Their application also indicated they served on the Parks and Recreation

Commission for the City of Sunnyvale in 2021 and is currently an Environmental and Ware Resources Committee member for Santa Clara Valley Water District. The application discloses no incompatible offices nor apparent conflicts of interest.

**Jesse Castaneda** – Jesse Castaneda's application indicates they are currently retired. The application states Jesse Castaneda was a former employee of Santa Clara County. Their application indicates they are a former delegate of South Bay Labor Council, as well as a former member of County Employee Management Association of Santa Clara County. The application discloses no incompatible offices nor apparent conflicts of interest.

**Ken Brennan** – Ken Brennan's application indicates they are currently self employed as a real estate developer. The application discloses no incompatible offices nor apparent conflicts of interest.

## **CONCLUSION**

You may wish to consider the above comments in making your recommendation on appointment to the Commission.

NORA FRIMANN  
City Attorney

By Andrew Malek  
Andrew Malek  
Deputy City Attorney

cc: Jennifer Maguire, City Manager  
Toni J. Taber, CMC, City Clerk

# *Memorandum*

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**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Nora Frimann  
City Attorney

**SUBJECT:** Conflicts Review Senior  
Citizens' Commission  
Applicants

**DATE:** November 29, 2023

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## **BACKGROUND**

The City Attorney's Office routinely reviews applications to City Boards and Commissions. The applications generally do not provide complete information regarding potential conflicts; however, they do occasionally disclose potential conflicts of interest or incompatible offices. The purpose of this memorandum is to highlight areas of potential conflict which are disclosed by the application. In order to analyze potential conflicts, it is necessary to consider the duties of the particular commission for which the applicant is seeking appointment. This review is limited to the information provided on the applications and is not intended to be comprehensive investigation of potential conflicts involving the applicants.

## **COMMISSION DUTIES**

The Senior Citizens' Commission is responsible for studying, reviewing, evaluating and making recommendations to the Council on matters affecting elderly people in the City.

## **LEGAL CONFLICTS THAT MAY PRECLUDE VOTE OR PARTICIPATION**

Certain positions may preclude a commissioner from participating in a commission discussion or from voting if a matter involving the entity comes before the commission. While this list is not complete, these types of conflicts generally fall within one or more of the following situations:

- An application shows entities that are "sources of income" to a potential commissioner within the 12 months preceding the start of the commission term, as defined under the Political Reform Act,
- An application shows sources of income to a Spouse or Domestic Partner of a potential commissioner within the 12 months preceding the start of the commission term,
- An applicant or the Spouse or Domestic Partner of an applicant, is an Officer or Board Member of an entity and it is foreseeable that the entity could be involved in a

matter coming before the commission.

### **APPEARANCE OF BIAS**

There may be facts which would not amount to a legal conflict of interest requiring a commissioner to recuse him or herself from a commission vote or discussion, however the relationship could create an appearance of bias on the part of the commissioner. City Council policy requires commissions to be free from bias in their decision making, and may require a commissioner to recuse him or herself if the facts could reasonably lead one to conclude that the applicant would be biased for or against an entity or entities.

### **REVIEW OF APPLICANT**

Set forth below is the applicant and any apparent legal conflicts of interest and/or appearance of bias related to entities that are likely to come before the commission in some manner, as identified on the applications.

**Belinda Quesada** – Belinda Quesada’s application indicates they are currently unemployed. They previously worked 25 years for the County of Santa Clara Social Services Agency, 5 of which they served as a Commission Liaison. They also worked as an Employment Counselor for the Department of Employment & Benefit Services. The application discloses no incompatible offices nor apparent conflicts of interest.

**Guadalupe Gonzalez** – Guadalupe Gonzalez’s application indicates they are a retired Santa Clara County employee for the Office of Education. Their spouse, now deceased, worked as a Manager for Santa Clara Valley Water District. Their application also discloses that Guadalupe serves as President of the Mayfair Seniors Advisory Board, and as a member of East Side Presidents NA Coalition. If the Commission considers a matter involving the East Side Presidents NA Coalition, it may present an actual conflict or appearance of bias. In such a case, Guadalupe Gonzalez may need to disqualify himself from taking part in the Commission’s decision on that matter. Otherwise, the application discloses no incompatible offices nor apparent conflicts of interest.

**Giovanna Erkanat** – Giovanna Erkanat’s application indicates they are currently employed for Redwood City as a Management Analyst II. They previously worked for the City of Palo Alto and San Mateo County. The application discloses no incompatible offices nor apparent conflicts of interest.

**Kirk Pennington** – Kirk Pennington’s application indicates they are retired from the City of San Jose as a former Traffic Maintenance Manager, and with the City Manager’s Budget Office as a Senior Executive Analyst. The application discloses no incompatible offices nor apparent conflicts of interest.

**Donna Tran** – Donna Tran's application indicates they are a medical student at Michigan State University College of Human Medicine. The application discloses no incompatible offices nor apparent conflicts of interest.

## **CONCLUSION**

You may wish to consider the above comments in making your recommendation on appointment to the Commission.

NORA FRIMANN  
City Attorney

By Andrew Malek  
Andrew Malek  
Deputy City Attorney

cc: Jennifer Maguire, City Manager  
Toni J. Taber, CMC, City Clerk

# Memorandum

**TO:** TONI TABER  
City Clerk

**FROM:** Rachel VanderVeen

**SUBJECT: HOUSING AND COMMUNITY  
DEVELOPMENT COMMISSION  
APPLICANTS' EVALUATION**

**DATE:** November 28, 2023

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Approved

Date

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## **BACKGROUND**

Council Policy 0-4, the Consolidated Policy Governing Boards and Commissions, allows the Department staff liaison for the Commission to submit a memo to the City Clerk with its evaluation of applicant(s) based on the powers and duties of the Commission, any special eligibility requirements, and experience, background, and expertise of the applicant(s). For any incumbents eligible for reappointment, the memo should include a statement setting forth attendance, residency information, and compliance with City requirements (e.g., commission training, State-mandated training, Form 700 filing).

## **COMMISSION'S SPECIAL ELIGIBILITY REQUIREMENTS**

San José Municipal Code Section 2.08.2820 describes the special eligibility requirements for the Housing and Community Development Commission (Commission):

- A. One (1) member shall be a person recommended by an organization of owners of San José mobilehome parks.
- B. One (1) member shall be a person recommended by an organization of residents of San José mobilehome parks.
- C. One (1) member shall be an owner or manager of a residential rent stabilized property.
- D. One (1) member shall be a tenant of a residential rent stabilized rental unit.
- E. One (1) member shall be a person who is currently or was formerly homeless.
- F. At least five (5) members shall represent low-income households, which for the purposes of this requirement means a person who meets one (1) or more of the following criteria:



1. The person is a member of a low- or moderate-income household as defined by HUD as at or below eighty percent of the area median income pursuant to 24 CFR 92.2.
  2. The person is an elected member of a neighborhood organization in a low- or moderate-income neighborhood (fifty-one percent of the neighborhood is at or below eighty percent of the area median income as defined by HUD).
  3. The person is a resident of a city council designated neighborhood targeted under the place-based neighborhoods initiative to receive federal funding.
  4. The person is employed by an organization which has as its primary purpose to serve the interests of low-income residents.
- G. The commission should also include members with experience related to [real estate] development, lending, community development, homeless services, and federal funding.

#### **ANALYSIS OF NEEDED REQUIRED ROLES AND DESIRED EXPERIENCE AREAS**

The following assesses the need for required roles on the Commission:

- **Low-income commissioners:** Per Municipal Code section 2.08.2820 (F), at least five commissioners must meet the low-income household definition. Currently, eight seated commissioners have self-declared they meet this definition. *Therefore, this requirement is already met.*
- **ARO Owner:** Per Municipal Code section 2.08.2820 (C), at least one commissioner must be an owner or manager of a rent stabilized property. The current District 10 appointee fills this required role of Apartment Rent Ordinance building owner (ARO Owner). *This requirement is already met.*
- **ARO Tenant:** Per Municipal Code section 2.08.2820 (D), at least one commissioner must be an Apartment Rent Ordinance (ARO) tenant. The current commissioner in the Citywide seat meets this requirement. *Therefore, this requirement is already met.*

Regarding desired experience areas for the Commission, seated commissioners have self-declared that, collectively, they possess experience in all five areas named in Section 2.08.28 (G) above. *Therefore, these experience criteria are already met.*

**APPOINTMENT PRIORITIES**

There is currently a vacancy for the District 2 Commissioner seat. This role has been unfilled since June 2023. While not a designated seat, there is a vacancy for the Lived Experience Alternate seat. This seat was recently vacated and staff plans to do additional recruitment for this role.

**APPLICANT ASSESSMENTS**

The purpose of the memo is to provide the City Clerk and City Council offices with a preliminary review of the 8 applicants indicating interest in the Housing and Community Development Commission. Please see **Attachment A** for the candidates' experience summarized by category.

Candidates' summaries on Attachment A and below are sorted in descending order by the number of their self-identified qualifications. Applicants that tied on the number of qualifications they indicated are presented in Council District order within that ranking.

| #                                 | Name           | Owner or Renter | Council District | Years in San José | Employer           | Special Role Eligibility (if any) | Self-Identified Experience in Desirable Issue Areas                          |
|-----------------------------------|----------------|-----------------|------------------|-------------------|--------------------|-----------------------------------|--|
| <b>District 2 Seat Applicants</b> |                |                 |                  |                   |                    |                                   |  |
| 1                                 | Angelie Do     | Owner           | 2                | 3-5               | Viet Town Pharmacy | • MH Park Owner                   | • Lending  |
| 2                                 | Alain Moward   | Owner           | 2                | 6+                | Talkdesk, Inc.     | • None                            | • Community Development  |
| 3                                 | Lynnard Barnes | Owner           | 2                | 6+                | PG&E               | • None                            |  |
| <b>General Seat Applicants</b>    |                |                 |                  |                   |                    |                                   |  |
| 4                                 | Amelia Rios    | Renter          | 4                | 1-2               | New Jerusalem Way  | • None                            | • Development<br>• Lending<br>• Community Development<br>• Homeless Services |
| 5                                 | Todd Davidson  | Owner           | 9                | 6+                | Endgame LLC        | • None                            | • Development<br>• Community Development<br>• Homeless Services              |

CITY CLERK

**Subject: Housing and Community Development Commission Applicants' Evaluation**

May 1, 2023

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| # | Name                          | Owner or Renter | Council District | Years in San José | Employer        | Special Role Eligibility (if any) | Self-Identified Experience in Desirable Issue Areas |
|---|-------------------------------|-----------------|------------------|-------------------|-----------------|-----------------------------------|---|
| 6 | Concepcion Galvin             | Renter          | 10               | 6+                | In-n-Out Burger | • ARO Resident                    | • Community Development                             |
| 7 | Elizabeth Agramont-Justiniano | Renter          | 3                | 6+                | LifeMoves       | • None                            | • Homeless Services                                 |
| 8 | Sanela Metovic                | Renter          | 6                | 6+                | Self Employed   | • None                            | • None  |

## **CONCLUSION**

All 8 applicants meet the eligibility requirements for appointment to the Housing and Community Development Commission.

## **Seats**

**District 2 Commissioner Seat** - Three applicants have indicated that they reside in District 2 and qualify for this seat. It should be noted that selecting Angelie Do will result in an imbalance between the Mobilehome Park Owners and Renters seats, which are currently filled by Ryan Jasinsky and Danial Finn, respectively. Angelie indicated that she is a Mobilehome Park Owner.

## **Desired experience areas**

**Attachment A** to this memorandum orders the candidates by those applying for reappointment, and the rest according to the number of self-declared roles and experience areas they would fulfill.

According to their self-reported experience, the following new applicants self-rated as having the highest number of relevant categories and could add experience in **Lending**:

- Amelia Rios

Please feel free to contact me or my Housing Department colleague, Mindy Nguyen, with any questions. I may be reached at 408-535-8231, and Mindy Nguyen may be reached at 408-534-2961. Thank you.

CITY CLERK

**Subject: Housing and Community Development Commission Applicants' Evaluation**

May 1, 2023

Page 5 of 5

/s/

RACHEL VANDERVEEN

Housing and Community Development  
Commission Acting Secretary

**Attachment A:** Housing Department Analysis – Housing and Community Development  
Commission Candidates Recruitment, Winter 2023

Housing Department Analysis - Housing & Community Development Commission Candidates Recruitment, December 2023

|  |                               |                      |                    |                               | Special Eligibility Positions<br>(each is required by Municipal Code) |                            |              |                 |  | Low-Income Members<br>(5 required, 4 currently seated)<br>(self-declared) |   |   |                                  | Desirable Experience<br>(self-declared) |         |                          |                      |                     |
|--|-------------------------------|----------------------|--------------------|-------------------------------|---|----------------------------|--------------|-----------------|--|---|---|---|----------------------------------|---|---------|--------------------------|----------------------|---------------------|
| #  | Applicant's Name              | Lives in<br>CC Dist. | Renter or<br>Owner | Ranked<br>by Overall<br># Yes | MH Park<br>Owner Rep  | MH Park<br>Resident<br>Rep | ARO<br>Owner | ARO<br>Resident | Lived<br>Experience with<br>Homelessness | Low/Mod<br>Defined by<br>HUD (self-<br>declared)                          | Elected<br>Neighborhood<br>Leader in LI<br>Area | Live in Place-<br>Based<br>Neighborhood | Org<br>serving<br>low-<br>income | Real Estate<br>Development              | Lending | Community<br>Development | Homeless<br>Services | Federal<br>Funding* |
| <i>Seated Commissioners' roles &amp; experience:</i> |                               |                      |                    |                               | 1   | 1                          | 1            | 1               | 1  | 1   | 2   | 0                                       | 2                                | 3                                       | 2       | 5                        | 5                    | 2                   |
| 1  | Angelie Do                    | 2                    | Owner              | 2                             | yes   |                            |              |                 |  |   |   |   |                                  |   | yes     |                          |                      |                     |
| 2  | Alain Moward                  | 2                    | Owner              | 1                             |   |                            |              |                 |  |   |   |   |                                  |   |         | yes                      |                      |                     |
| 3  | Lynnard Barnes                | 2                    | Owner              | 0                             |   |                            |              |                 |  |   |   |   |                                  |   |         |                          |                      |                     |
| 4  | Amelia Rios                   | 4                    | Renter             | 4                             |   |                            |              |                 |  |   |   |   |                                  | yes                                     | yes     | yes                      | yes                  |                     |
| 5  | Todd Davidson                 | 9                    | Owner              | 3                             |   |                            |              |                 |  |   |   |   |                                  | yes                                     |         | yes                      | yes                  |                     |
| 6  | Concepcion Galvin             | 10                   | Renter             | 2                             |   |                            |              | yes             |  |   |   |   |                                  |   |         | yes                      |                      |                     |
| 7  | Elizabeth Agramont Justiniano | 3                    | Renter             | 1                             |   |                            |              |                 |  |   |   |   |                                  |   |         |                          | yes                  |                     |
| 8  | Sanela Metovic                | 6                    | Renter             | 0                             |   |                            |              |                 |  |   |   |   |                                  |   |         |                          |                      |                     |
| 9  |                               |                      |                    |                               |   |                            |              |                 |  |   |   |   |                                  |   |         |                          |                      |                     |
| 10   |                               |                      |                    |                               |   |                            |              |                 |  |   |   |   |                                  |   |         |                          |                      |                     |
| 11   |                               |                      |                    |                               |   |                            |              |                 |  |   |   |   |                                  |   |         |                          |                      |                     |

Note: Applicants with shaded names are seeking reappointments to HCDC.

\*Note: Starred categories with light yellow highlights will have no representation on HCDC as of 1/1/2023.

Note: Candidates self-declared as ARO Tenants must be validated by CAO

Note: The Muni Code requires 5 Low-Income seats. Staff verifies candidates' declaration that they live in Place-Based Neighborhoods.

**Boards and Commissions Application**

---

**Profile**

Please note, applications are continuously accepted to the City of San Jose Boards and Commissions. The Board or Commission you select may or may not indicate there is a vacancy. Your application will remain on file for one year from the date of submission. During the year, your application may be considered for unanticipated vacancies.

Additionally, applicants to the following commissions will be required to fill out a [Form 700](#) (California State required Statement of Economic Interest) within 30 days of appointment.

- Airport Commission
- Appeals Hearing Board
- Arena Authority
- Arts Commission
- Civil Service Commission
- Deferred Compensation Advisory Committee (DCAC)
- Downtown Parking Board
- Board of Fair Campaign and Political Practices (formerly Ethics Commission)
- Federated and Police & Fire Retirement Boards
- Historic Landmarks Commission
- Housing & Community Development Commission
- Work2future (SVWIB) Board
- Planning Commission\*

Louie

First Name

Ruvane

Last Name

Email Address

Street Address

Suite or Apt

San Jose

City

CA

State

95113

Postal Code

**Are you a resident of San Jose?**☐ Yes ☒ No

What district do you live in? To verify, please click here:

[https://rovservices.sccgov.org/Home/IndexPost?](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple)

[selected=dt&electionId=133&distance=5&navtab=vc&asm=simple](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple) \*

☒ District 3

Home:

Primary Phone

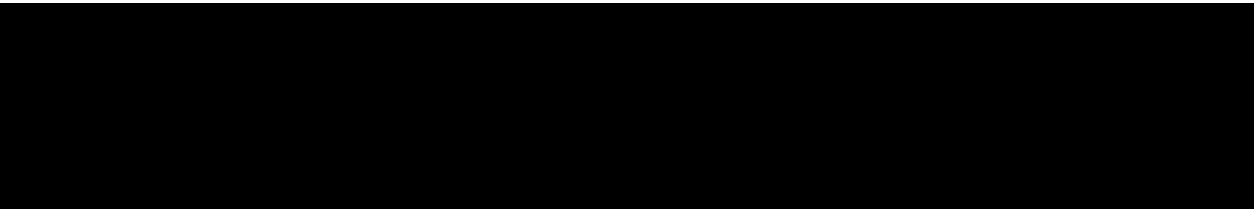
Alternate Phone

**Length of Residency**☒ 3-5 years

Louie Ruvane

Which Boards would you like to apply for?

Downtown Parking Board: Submitted



Question applies to Downtown Parking Board

To which position are you applying? \*

☒ Member of the Downtown Business Association

Orangetheory Fitness  
Employer

Owner  
Job Title

Current Employer Address



Current Employer of Spouse

NA

Address of Current Employer of Spouse

NA

Spouse's Job Title

NA

If you or your spouse is retired and receiving a pension, please state source of pension.



[REDACTED]  
[REDACTED]

☒ [REDACTED]

[REDACTED]

☒ [REDACTED]

---

## Interests & Experiences

**High School, College, Professional, Vocational, or Other Schools Attended. Please include Major or Field of Study, Dates Attended, Degree and Date of Degree.**

Wake Forest University, BA Communication, 1988

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**List any position or office held in any governmental agency, civic, or charitable organization including the dates.**

Alameda Business Association 2016-2023

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## Languages Spoken

English

---

## Special Awards or Recognitions Received

Orangetheory Franchise Advisory Committee Member

---

**Please state why you want to become a member of this Board or Commission including specific objectives which you would work toward as a member.**

I want to advocate for small businesses and how parking impacts retail customers and employees. I'm also interested in making Downtown more accessible to the public to build the vibrancy of Downtown.

---

**Please state any other information which you feel would be useful in reviewing your application**

I worked for the Baltimore Orioles and San Diego Padres as they built their downtown ballparks and parking considerations and planning were a big part of both development projects.

---

## Do you own property in the City of San José?

☐ Yes ☒ No

If yes, please list the addresses here.

---

## Do you rent property in the City of San José?

☒ Yes ☐ No

Louie Ruvane



**If yes, is it a month-to-month lease?**

☐ Yes ☒ No

Question applies to multiple boards

**Are you currently experiencing homelessness or have you experienced it in the past?**

☐ Yes ☒ No

**State and local law require that you abstain from participation in decisions that may affect your financial interests, including sources of income, interest in real property, personal finances or investments. In addition, if appointed, you may be required to fill out a disclosure statement which identifies certain financial interest beginning with the immediate twelve-month period prior to your appointment. Please review the scope of your board/commission in Municipal Code Chapter 2.08. Based on your best judgment, does this Board or Commission make decisions that may affect sources of income, interests in real property, personal finances or investments of you or your spouse?**

☐ Yes ☒ No

**If yes, please explain. Please identify any organizations, associations, corporations, or entities by which you are employed or associated that might be affected by decisions of this Board or Commission, and the positions you hold in these entities.**

Question applies to multiple boards

**If appointed, you will be required to fill out a disclosure statement, which identifies certain of your financial interests beginning with the immediate twelve-month period prior to your appointment and annually on or before April 1 of each year thereafter. Please confirm that you have read Fair Political Practices Commission (FPPC) Form 700 Reference Pamphlet and agree to file required FPPC Form 700 Statements of Economic Interest, as required by current City Council Conflict of Interest resolution.**

☒ Yes ☐ No

Question applies to multiple boards

**Have you ever been required to file a Statement of Economic Interest (Form 700) and failed to do so?**

☐ Yes ☒ No

Question applies to multiple boards

**If yes, please explain in complete detail.**

Question applies to multiple boards

**Please confirm that you have reviewed and agree to comply with the San Jose Municipal Code Chapter 12.08 (Prohibition of Gifts), City of San Jose Ethics Policy (City Policy Manual 1.2.1), and City of San Jose Gift Policy (City Policy Manual 1.2.2).**

☒ Yes ☐ No

---

**Reference 1 Name**

---

Victoria Chiampas

**Reference 1 Address**

---

**Reference 1 Email address**

---

[REDACTED]

**Reference 1 Phone**

---

[REDACTED]

**Reference 2 Name**

---

Trip Ruvane

**Reference 2 Address**

---

**Reference 2 Email address**

---

[REDACTED]

**Reference 2 Phone**

---

[REDACTED]

---

**Supplemental Questions**

If applicable, have you ever attended or watched a meeting of the Commission(s) to which you are applying?

---

☐ Yes ☒ No

Would you be available to attend meetings at the scheduled time?

---

☒ Yes ☐ No

Please describe your experience in serving on a Commission or Board.

---

**Considering your experience and activities in business, labor, School, professional, social, Commissions, Boards, or other organizations, indicate the experience, training, knowledge and/or skills which qualify you for appointment.**

---

My 35 year career in business has given me a wide scope of experience that I can bring to the board. I am heavily invested in the success of Downtown San Jose and will work hard to do all I can to make improvements.

**What is your understanding of the purpose of the Commission?**

---

To assist the City in making parking work for all stakeholders.

**Please list three issues facing the City that you feel the Council should address.**

---

Educating the public that parking in San Jose is plentiful and affordable. Ensuring current parking revenue is generating the funds needed for the City. Discussing a plan to make employee parking more accessible to increase the available pool of recruits.

---

**Anything else you would like us to know?**

---

I look forward to contributing to the board.

---

(Optional) Please upload a resume.

---

**Retirement Board Questions Only**

Louie Ruvane

---

## Verification

By checking the box below, you agree with the following statement.

---

I agree that all of the information contained in my responses to the questions on this application are true and accurate to the best of my knowledge. I further agree that, by checking the box below and submitting this application, online or otherwise, I am affixing my digital signature to this form as of the date submitted.

---

☒ I Agree \*

**Boards and Commissions Application**

---

**Profile**

Please note, applications are continuously accepted to the City of San Jose Boards and Commissions. The Board or Commission you select may or may not indicate there is a vacancy. Your application will remain on file for one year from the date of submission. During the year, your application may be considered for unanticipated vacancies.

Additionally, applicants to the following commissions will be required to fill out a [Form 700](#) (California State required Statement of Economic Interest) within 30 days of appointment.

- Airport Commission
- Appeals Hearing Board
- Arena Authority
- Arts Commission
- Civil Service Commission
- Deferred Compensation Advisory Committee (DCAC)
- Downtown Parking Board
- Board of Fair Campaign and Political Practices (formerly Ethics Commission)
- Federated and Police & Fire Retirement Boards
- Historic Landmarks Commission
- Housing & Community Development Commission
- Work2future (SVWIB) Board
- Planning Commission\*

Sara

First Name

Ghalandari

Last Name

Email Address

Street Address

Suite or Apt

San Jose

City

CA

State

95125

Postal Code

**Are you a resident of San Jose?**☒ Yes ☐ No

What district do you live in? To verify, please click here:

[https://rovservices.sccgov.org/Home/IndexPost?](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple)

[selected=dt&electionId=133&distance=5&navtab=vc&asm=simple](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple) \*

☒ District 6

Mobile:

Primary Phone

Alternate Phone

**Length of Residency**☒ 6 or more years

Sara Ghalandari

Which Boards would you like to apply for?

Historic Landmarks Commission: Submitted



Gibson Dunn & Crutcher, LLP  
Employer

Of Counsel  
Job Title

Current Employer Address



Current Employer of Spouse

Messing, Adam & Jasmine

Address of Current Employer of Spouse



Spouse's Job Title

Attorney

If you or your spouse is retired and receiving a pension, please state source of pension.



☒ [Redacted text]



---

## Interests & Experiences

**High School, College, Professional, Vocational, or Other Schools Attended. Please include Major or Field of Study, Dates Attended, Degree and Date of Degree.**

In 2003, I graduated from Saratoga High School. In 2006, I graduated with high honors from University of California, Davis completing a B.A. in Political Science. In 2010, I completed my J.D. from the University of California, Berkeley School of Law.

---

**List any position or office held in any governmental agency, civic, or charitable organization including the dates.**

N/A

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## Languages Spoken

English, Farsi

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## Special Awards or Recognitions Received

Regents Scholarship from University of California, Davis Prosser Prize from University of California, Berkeley School of Law

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**Please state why you want to become a member of this Board or Commission including specific objectives which you would work toward as a member.**

The primary reason for my desire to become a member of the Planning Commission or Historic Commission is because I love my City. I have been a resident of San Jose for most of my life. I grew up here, and my family and my closest friends remain here. Thus, it would be a privilege to serve my hometown and the people that make it special. Furthermore, I am passionate about land use and development. It is the central focus of my legal career. I am a land use attorney and have been practicing in this field for over 13 years. In the course of my career, I have represented developers in the entitlement and construction of many different types of projects, including large master planned developments, urban infill projects, historic buildings, mall redevelopments, offices, hotels, and residences, including multifamily and affordable housing. I have worked very closely with different cities in the Bay Area to entitle large master planned developments, including conducting environmental reviews, and drafting and negotiating development agreements. I have represented Habitat for Humanity on a pro bono basis in their development of affordable housing projects in the Bay Area, including San Jose. I am extremely knowledgeable regarding all aspects of entitlement and development, including zoning, historic resources, CEQA, and state streamlining for housing, design, and infrastructure. I wish to use the expertise that I have gained through the course of my career for the benefit of my community. I believe my knowledge and skill set will help the City to make sound, well thought-out planning decisions in furtherance of the policies expressed in the General Plan. As a member of these commissions, I would work towards making San Jose an even greater city by implementing the community's vision for San Jose. Specifically, I would work hard to implement the following goals: sustainable and environmentally sensitive housing production to help the City meet its RHNA housing goals, sustainable and transit friendly development, increase in production of affordable housing, and streamlining opportunities for housing development in particular.

**Please state any other information which you feel would be useful in reviewing your application**

Throughout my legal career I have served my community and others by working pro bono on various charitable causes, including: (i) volunteering for Habitat for Humanity to help deliver affordable housing to the Bay Area, (ii) providing legal advice to Muttville, a senior dog rescue non-profit that is headquartered in the Bay Area, (iii) providing land use advice to Homey, a San Francisco non-profit that works directly with youth and young adults in schools, on the street and in jails to deliver workshops, services and empowerment activities to our community, and (iv) representing Afghan families seeking humanitarian parole in the United States after the withdrawal of American troops in 2021.

**Do you own property in the City of San José?**

☒ Yes ☐ No

**If yes, please list the addresses here.**

[REDACTED]

**Do you rent property in the City of San José?**

☐ Yes ☒ No

**If yes, is it a month-to-month lease?**

☐ Yes ☒ No

Question applies to multiple boards

**Are you currently experiencing homelessness or have you experienced it in the past?**

☐ Yes ☒ No

**State and local law require that you abstain from participation in decisions that may affect your financial interests, including sources of income, interest in real property, personal finances or investments. In addition, if appointed, you may be required to fill out a disclosure statement which identifies certain financial interest beginning with the immediate twelve-month period prior to your appointment. Please review the scope of your board/commission in Municipal Code Chapter 2.08. Based on your best judgment, does this Board or Commission make decisions that may affect sources of income, interests in real property, personal finances or investments of you or your spouse?**

☒ Yes ☐ No

**If yes, please explain. Please identify any organizations, associations, corporations, or entities by which you are employed or associated that might be affected by decisions of this Board or Commission, and the positions you hold in these entities.**

I regularly represent developers seeking entitlements from from local and state agencies, including City planning commissions. If my firm were to represent a developer in this capacity in San Jose, I would disclose it pursuant to Chapter 2.08 of the Code. If I were to be awarded a position on any of these boards or commissions, I would be conflicted out of working on any such matters.



Question applies to multiple boards

**If appointed, you will be required to fill out a disclosure statement, which identifies certain of your financial interests beginning with the immediate twelve-month period prior to your appointment and annually on or before April 1 of each year thereafter. Please confirm that you have read Fair Political Practices Commission (FPPC) Form 700 Reference Pamphlet and agree to file required FPPC Form 700 Statements of Economic Interest, as required by current City Council Conflict of Interest resolution.**

☒ Yes ☐ No

Question applies to multiple boards

**Have you ever been required to file a Statement of Economic Interest (Form 700) and failed to do so?**

☐ Yes ☒ No

Question applies to multiple boards

**If yes, please explain in complete detail.**

Question applies to multiple boards

**Please confirm that you have reviewed and agree to comply with the San Jose Municipal Code Chapter 12.08 (Prohibition of Gifts), City of San Jose Ethics Policy (City Policy Manual 1.2.1), and City of San Jose Gift Policy (City Policy Manual 1.2.2).**

☒ Yes ☐ No

**Reference 1 Name**

Mary Murphy

**Reference 1 Address**

[REDACTED]

**Reference 1 Email address**

[REDACTED]

**Reference 1 Phone**

[REDACTED]

**Reference 2 Name**

Allison Kidd

**Reference 2 Address**

[REDACTED]

Sara Ghalandari

Reference 2 Email address

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[REDACTED]

Reference 2 Phone

---

[REDACTED]

---

Supplemental Questions

Question applies to Board of Fair Campaign and Political Practices,Civil Service Commission,Planning Commission

**Are you a registered voter in the City of San Jose? (Please note, your voter registration will be independently verified)**

---

☒ Yes ☐ No

Question applies to Civil Service Commission,Board of Fair Campaign and Political Practices,Planning Commission

**Please provide the name and residential address under which you are registered to vote. If it is the same as listed above, please note see above.**

---

Sara Ghalandari, [REDACTED]

**If applicable, have you ever attended or watched a meeting of the Commission(s) to which you are applying?**

---

☒ Yes ☐ No

**Would you be available to attend meetings at the scheduled time?**

---

☒ Yes ☐ No

**Please describe your experience in serving on a Commission or Board.**

---

I have never served on a Board to Commission, but I have extensive experience appearing before Boards and Commissions as part of my career as a land use attorney, including the San Jose Planning Commission, the San Francisco Planning Commission, Board of Supervisors, Board of Appeals, Historic Preservation Commission and Recreation and Park Commission, the Santa Clara Planning Commission and the Oakland Planning Commission and City Council.

**Considering your experience and activities in business, labor, School, professional, social, Commissions, Boards, or other organizations, indicate the experience, training, knowledge and/or skills which qualify you for appointment.**

---

Given my 13 years experience as a land use attorney, I not only understand the rules of order, processes and and local and state laws governing Boards and Commissions, but I also understand the laws and processes that apply to the matters which they are hearing, including the Brown Act, Permit Streamlining Act, California Environmental Quality Act, housing streamlining legislations (AB 2011, SB 35, etc.) and Zoning and other applicable controls. My practice centers on land use and real estate matters, with an emphasis on successfully obtaining land use entitlements for major real estate development projects in the Bay Area, and throughout California, as well as advising institutional investors and lenders on development-related matters. Capitalizing on my deep understanding of both local government and the laws governing development in California, I work with clients to strategically navigate the complex interaction of local and state land use laws, politics / public policy, and the California Environmental Quality Act (CEQA) and development agreement statute. I have expertise in CEQA matters, zoning law, and historic preservation standards and ordinances. I am also a member of SPUR, and in this capacity, I participated in workshops and committees related to housing production and revitalization of areas of in San Jose and the Bay Area. This past year, I guest lectured at UC Berkeley Real Estate Development and Design program - the topic was Development Agreements.

**What is your understanding of the purpose of the Commission?**

---

Planning Commission: The Planning Commission serves as an advisory body to the City Council, but is also empowered to directly grant certain permits, such as Conditional Use Permits. The Planning Commissioners must serve the public interest and ensure that the general plan is implemented by reviewing development applications on a case-by-case basis. The planning commission also certified Environmental Impact Reports, and acts as an appellate body on certain planning director decisions. The Historic Landmark Commission: The HLC serves as a public hearing body and is responsible for forwarding comments and recommendations to the Director of Planning and City Council on a number of matters pertaining to historic structures, including historic preservation permits.

**Please list three issues facing the City that you feel the Council should address.**

---

1. Increased Housing Production, through approval of high density mixed use development (ground floor retail / commercial, upper floor residential) near transit. San Jose has a number of potential opportunity sites that would be suitable for sustainable and responsible development that would weather economic downturns and provide housing for San Jose's resident, while at the same time including business opportunities for commercial users. 2. Revitalization of Downtown San Jose. With the congruence of the Diridon station, museums, SJSU, Guadalupe park and SAP Center, Downtown San Jose is a perfect location for activation and mixed use development that will support long term success. Downtown also has a number of historic structures and neighborhoods that should be preserved and revitalized. 3. Homelessness and Public Safety. At the forefront of every San Jose resident's mind is the homelessness and public safety crisis that is weighing heavy on cities all through the Bay Area.

---

Question applies to multiple boards

**Do you meet the requirements for appointment to this commission?**

---

☒ Yes ☐ No

**What is the purpose of historic preservation in San José and what is the role of the Historic Landmarks Commission in achieving that purpose?**

---

As one of the first towns founded in California, San Jose has a long and important history that needs to be protected and nurtured. In particular, and as expressed by the Council in its adoption of Chapter 13.48 of the Municipal Code, "qualities relating to the history of the City of San José and a harmonious outward appearance of structures which preserve property values and attract tourists and residents alike be preserved; some of these qualities are the continued existence and preservation of historic districts and landmarks; continued construction of structures in the historic styles and a general harmony as to style, form, color, proportion, texture and material between buildings of historic design and those of more modern design; that such purpose is advanced through the preservation and protection of the old historic or architecturally worthy structures and neighborhoods which impart a distinct aspect to the City of San José and which serve as visible reminders of the historical and cultural heritage of the City of San José, the state, and the nation." The Historic Landmark Commission is tasked with carrying out the above identified goals and policies by acting as a public hearing body responsible for forwarding recommendations to the director of planning and City Council on historic preservation permits, nomination for City landmarks, historic districts and conservation areas, and mills act historic property contracts. The HLC may also list properties on the historic resources inventory.

**Please explain your prior experience with historic preservation, with San José's public planning processes, and in working with City or other public agency staff.**

---

I have expertise in obtaining land use entitlements for historic properties, including CEQA review for historic properties and compliance with Secretary of Interior Standards for Rehabilitation. I have worked closely with historic planners in San Francisco on the rehabilitation of historic properties, as well as historic architects and consultants. I have not worked on any historic properties in San Jose - however, I have worked on entitlement and land use diligence projects in San Jose, and in this capacity, have worked with San Jose city planners and have significant knowledge of the San Jose public planning processes, including zoning code, general plan, environmental review process and development policies.

### Anything else you would like us to know?

---

As I progress in my career and raise children in San Jose, I am looking for ways to apply my 13 years of land use and zoning expertise to serve my community. I can think of no better way to do that than to serve on the Planning Commission or Historic Landmarks Commission. It would be an honor to serve my community in this way, and to help maintain San Jose's ranking as one of the best Cities in the Unities States to live and raise a family. I am deeply passionate about planning and issues facing our community today, including streamlining housing production, increasing affordable housing, helping keep our street safe and clean, helping our homeless residents and continuing to increase our property values through responsible and thoughtful planning for the future.

---

(Optional) Please upload a resume.

---

### Retirement Board Questions Only

---

### Verification

By checking the box below, you agree with the following statement.

---

I agree that all of the information contained in my responses to the questions on this application are true and accurate to the best of my knowledge. I further agree that, by checking the box below and submitting this application, online or otherwise, I am affixing my digital signature to this form as of the date submitted.

---

☒ I Agree \*

**Boards and Commissions Application**

---

**Profile**

Please note, applications are continuously accepted to the City of San Jose Boards and Commissions. The Board or Commission you select may or may not indicate there is a vacancy. Your application will remain on file for one year from the date of submission. During the year, your application may be considered for unanticipated vacancies.

Additionally, applicants to the following commissions will be required to fill out a [Form 700](#) (California State required Statement of Economic Interest) within 30 days of appointment.

- Airport Commission
- Appeals Hearing Board
- Arena Authority
- Arts Commission
- Civil Service Commission
- Deferred Compensation Advisory Committee (DCAC)
- Downtown Parking Board
- Board of Fair Campaign and Political Practices (formerly Ethics Commission)
- Federated and Police & Fire Retirement Boards
- Historic Landmarks Commission
- Housing & Community Development Commission
- Work2future (SVWIB) Board
- Planning Commission\*

Alain

First Name

Mowad

Last Name

Email Address

Street Address

Suite or Apt

San Jose

City

CA

State

95136

Postal Code

**Are you a resident of San Jose?**☒ Yes ☐ No

What district do you live in? To verify, please click here:

[https://rovservices.sccgov.org/Home/IndexPost?](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple)

[selected=dt&electionId=133&distance=5&navtab=vc&asm=simple](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple) \*

☒ District 2

Home:

Primary Phone

Alternate Phone

**Length of Residency**☒ 6 or more years

Alain Mowad

Which Boards would you like to apply for?

Housing and Community Development Commission: Submitted



|                |                                    |
|----------------|------------------------------------|
| Talkdesk, Inc. | Senior Director, Product Marketing |
| Employer       | Job Title                          |

Current Employer Address



Current Employer of Spouse

Discovery Charter Schools

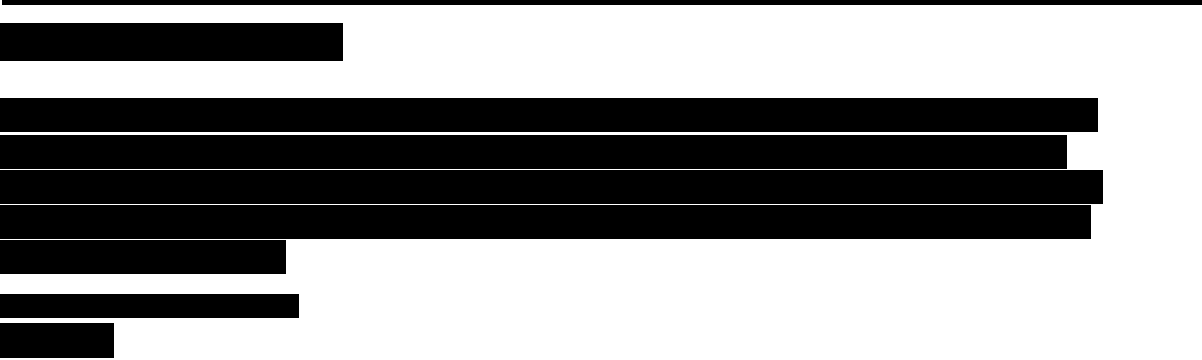
Address of Current Employer of Spouse



Spouse's Job Title

Teacher's Aide

If you or your spouse is retired and receiving a pension, please state source of pension.



☒ [Redacted]

☒ [REDACTED]

---

## Interests & Experiences

**High School, College, Professional, Vocational, or Other Schools Attended. Please include Major or Field of Study, Dates Attended, Degree and Date of Degree.**

University of Montreal, Bachelor of Arts, Business Administration (Major: Applied Economics) - 1989-1991  
Control Data Institute Diploma of Collegial Studies (Major: Programmer/Analyst) 1991-1994

---

**List any position or office held in any governmental agency, civic, or charitable organization including the dates.**

President, VEP Neighborhood Association (July 2022 - Present) Board Member at Large, Gunderson High School Foundation (August 2021 - Present) President, San Jose Unified Council of PTAs (June 2019 - June 2021) Executive Vice President, Pioneer High School PTSA (August 2015 - June 2019) Events Co-Organizer, Herman Middle School PTSA (2012-2015) Finance Committee Member and Volunteer Chaperone, Pioneer High School Performing Arts Program, (August 2015 - Present)

---

## Languages Spoken

English, French

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## Special Awards or Recognitions Received

---

**Please state why you want to become a member of this Board or Commission including specific objectives which you would work toward as a member.**

I would like my district to have a strong voice in the affairs of our City Council and in the decisions that are being made that impact our community specifically with relations to housing and housing development. I believe I can bring a lot of fresh ideas around smart planning for housing that will help us shelter more of our unhoused community while at the same time putting in place a plan for medium to longer terms solutions for affordable housing in San Jose, using the funds available to us.

---

**Please state any other information which you feel would be useful in reviewing your application**

---

**Do you own property in the City of San José?**

☒ Yes ☐ No

**If yes, please list the addresses here.**



**Do you rent property in the City of San José?**

---

☐ Yes ☒ No

**If yes, is it a month-to-month lease?**

---

☐ Yes ☒ No

Question applies to multiple boards

**Are you currently experiencing homelessness or have you experienced it in the past?**

---

☐ Yes ☒ No

---

**State and local law require that you abstain from participation in decisions that may affect your financial interests, including sources of income, interest in real property, personal finances or investments. In addition, if appointed, you may be required to fill out a disclosure statement which identifies certain financial interest beginning with the immediate twelve-month period prior to your appointment. Please review the scope of your board/commission in Municipal Code Chapter 2.08. Based on your best judgment, does this Board or Commission make decisions that may affect sources of income, interests in real property, personal finances or investments of you or your spouse?**

---

☐ Yes ☒ No

**If yes, please explain. Please identify any organizations, associations, corporations, or entities by which you are employed or associated that might be affected by decisions of this Board or Commission, and the positions you hold in these entities.**

---

Question applies to multiple boards

**If appointed, you will be required to fill out a disclosure statement, which identifies certain of your financial interests beginning with the immediate twelve-month period prior to your appointment and annually on or before April 1 of each year thereafter. Please confirm that you have read Fair Political Practices Commission (FPPC) Form 700 Reference Pamphlet and agree to file required FPPC Form 700 Statements of Economic Interest, as required by current City Council Conflict of Interest resolution.**

---

☒ Yes ☐ No

Question applies to multiple boards

**Have you ever been required to file a Statement of Economic Interest (Form 700) and failed to do so?**

---

☐ Yes ☒ No

Question applies to multiple boards

**If yes, please explain in complete detail.**

---

Question applies to multiple boards

**Please confirm that you have reviewed and agree to comply with the San Jose Municipal Code Chapter 12.08 (Prohibition of Gifts), City of San Jose Ethics Policy (City Policy Manual 1.2.1), and City of San Jose Gift Policy (City Policy Manual 1.2.2).**

---

☒ Yes ☐ No

---

**Reference 1 Name**

Wendy Close

**Reference 1 Address**

**Reference 1 Email address**

[REDACTED]

**Reference 1 Phone**

[REDACTED]

**Reference 2 Name**

Helen Chapman

**Reference 2 Address**

**Reference 2 Email address**

helen.chapman@sanjoseca.gov

**Reference 2 Phone**

[REDACTED]

---

**Supplemental Questions**

**If applicable, have you ever attended or watched a meeting of the Commission(s) to which you are applying?**

☐ Yes ☒ No

**Would you be available to attend meetings at the scheduled time?**

☒ Yes ☐ No

Alain Mowad

**Please describe your experience in serving on a Commission or Board.**

---

I currently serve as President of the VEP Neighborhood Association serving the communities of Carson, Vistapark and Parkview. I also serve as a Board Member at Large for the Gunderson High School Foundation. Previously, I served as President of the San Jose Unified Council of PTAs as well as President of the Pioneer High School PTSA.

**Considering your experience and activities in business, labor, School, professional, social, Commissions, Boards, or other organizations, indicate the experience, training, knowledge and/or skills which qualify you for appointment.**

---

My business experience along with my experience in leading both community and school associations provides me with the skills I need to make this office successful. In particular, being President of the VEP Neighborhood Association has helped me better understand the challenges our community is facing (not much different than other communities) regarding unhoused residents and the lack of affordable housing better informs me to come up with smart proposals to address both in District 2 as well as proposals to share that responsibility across all Districts.

**What is your understanding of the purpose of the Commission?**

---

Provide recommendations to the City Manager on appropriation of federal and state funds as well as other discretionary funds toward smart urban planning, temporary and affordable housing.

**Please list three issues facing the City that you feel the Council should address.**

---

1- Increased incidences of crime, both violent and no-violent, including sidseshows; 2- Homeless encampments and handling the unhoused situation in San Jose with more temporary housing; 3- The increasingly poor conditions to the roads, especially the increased number of potholes on busy streets.

---

Question applies to Housing and Community Development Commission

**If you live in, own, lease or manage property subject to a City rent ordinance (i.e., the Mobilehome Rent Ordinance or Rental Dispute and Mediation Ordinance), please list the address here. This includes mobilehomes, mobile home parks, and apartments/apartment buildings building during or before 1979.**

---

Question applies to Housing and Community Development Commission

**If your employer or other source of income owns, leases or manages property subject to a City rent ordinance (i.e., the Mobilehome Rent Ordinance or Rental Dispute and Mediation Ordinance), or if you are unsure, please list your employer's name or other source of income and address here.**

---

Question applies to Housing and Community Development Commission

---

**What experience do you have with affordable housing issues?**

My experience has been mainly as President of the VEP, understanding how the lack of affordable housing and accommodations for our unhoused residents has negatively impacted the community at large, and advocating for and proposing solutions to our District Councilmember and the Mayor's office.

Question applies to Housing and Community Development Commission

---

**Please explain your familiarity with the Community Development Block Grant Program?**

The program uses funds from the U.S. Department of Housing and Urban Development to allocate funds to approved community housing initiatives such as emergency housing. The Commission would provide recommendations for initiatives that would leverage those funds to the City Manager.

Question applies to Housing and Community Development Commission

Question applies to Housing and Community Development Commission

Question applies to Housing and Community Development Commission

---

**I am applying for a Low Income Position on the Commission. See requirement below.**

☐ Yes ☒ No

Question applies to Housing and Community Development Commission

**I qualify for a Low Income Seat on the Housing and Community Development Commission. Please indicate how you qualify by selecting one of the following: Refer to this link to determine your eligibility:**

**<https://www.sanjoseca.gov/home/showpublisheddocument/90049/638003812008400000>**

---

☒ N/A

Question applies to Housing and Community Development Commission

**I meet the requirements for one of the Housing and Community Development Commission Special Eligibility Seats. Please note, if you indicate you are mobilehome resident or landlord representative, you will need to submit a copy of a letter from that organization indicating their nomination of you as their representative.**

---

☒ n/a

Question applies to Housing and Community Development Commission

---

**Do you have experience in any of the following areas? \***

---

☒ Community Development

Question applies to Housing and Community Development Commission

---

**I am applying for the Lived Experience Seat in Homelessness on the Commission.**

---

☐ Yes ☒ No

Question applies to Housing and Community Development Commission

**If you are applying for the Lived Experience Seat, please describe your experience with homelessness. Include when and for how long you experienced homelessness, and any information you'd like to share about how you lost your housing.**

---

Question applies to Housing and Community Development Commission

**Have you stayed at any shelters or used any homeless services programs?**

---

☐ Yes ☒ No

Question applies to Housing and Community Development Commission

**Did you experience any homelessness in Santa Clara County?**

---

☐ Yes ☒ No

Question applies to Housing and Community Development Commission

**Did you experience homelessness in San José?**

---

☐ Yes ☒ No

Question applies to Housing and Community Development Commission

**How would you use your experience with homelessness to inform your work on the Commission?**

---

**Anything else you would like us to know?**

---

You can review my experience and credentials via my LinkedIn profile:  
<https://www.linkedin.com/in/alainmowad>

---

(Optional) Please upload a resume.

---

**Retirement Board Questions Only**

---

## Verification

By checking the box below, you agree with the following statement.

---

I agree that all of the information contained in my responses to the questions on this application are true and accurate to the best of my knowledge. I further agree that, by checking the box below and submitting this application, online or otherwise, I am affixing my digital signature to this form as of the date submitted.

---

☒ I Agree \*

**Boards and Commissions Application**

---

**Profile**

Please note, applications are continuously accepted to the City of San Jose Boards and Commissions. The Board or Commission you select may or may not indicate there is a vacancy. Your application will remain on file for one year from the date of submission. During the year, your application may be considered for unanticipated vacancies.

Additionally, applicants to the following commissions will be required to fill out a [Form 700](#) (California State required Statement of Economic Interest) within 30 days of appointment.

- Airport Commission
- Appeals Hearing Board
- Arena Authority
- Arts Commission
- Civil Service Commission
- Deferred Compensation Advisory Committee (DCAC)
- Downtown Parking Board
- Board of Fair Campaign and Political Practices (formerly Ethics Commission)
- Federated and Police & Fire Retirement Boards
- Historic Landmarks Commission
- Housing & Community Development Commission
- Work2future (SVWIB) Board
- Planning Commission\*

Ken

First Name

Brennan

Last Name

Email Address

Street Address

Suite or Apt

San Jose

City

CA

State

95120

Postal Code

**Are you a resident of San Jose?**☒ Yes ☐ No**What district do you live in? To verify, please click here:****[https://rovservices.sccgov.org/Home/IndexPost?](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple)****[selected=dt&electionId=133&distance=5&navtab=vc&asm=simple](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple) \***☒ District 10

Mobile:

Primary Phone

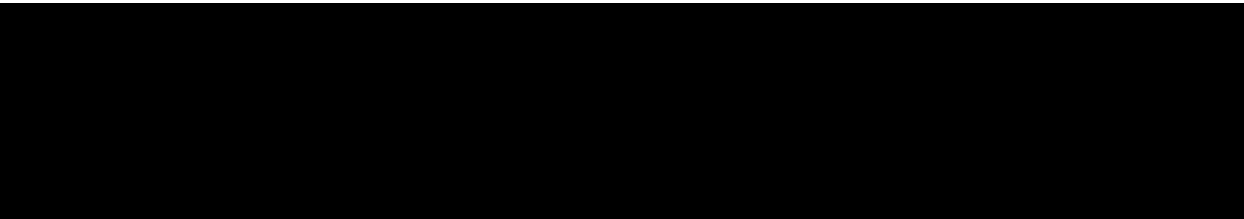
Alternate Phone

**Length of Residency**☒ 6 or more years

Ken Brennan

Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted



Self Employed  
Employer

Real Estate Investor/Developer  
Job Title

Current Employer Address

NA

Current Employer of Spouse

NA

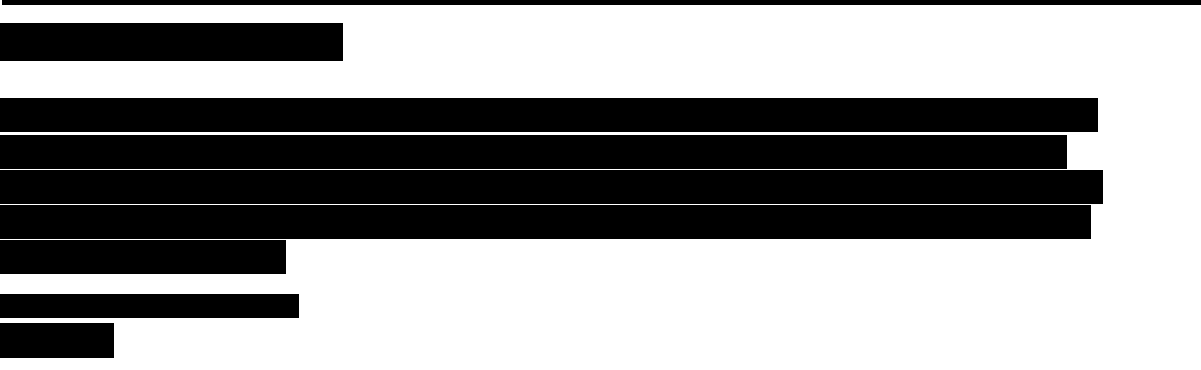
Address of Current Employer of Spouse

NA

Spouse's Job Title

Homemaker

If you or your spouse is retired and receiving a pension, please state source of pension.





☒ [REDACTED]

---

## Interests & Experiences

**High School, College, Professional, Vocational, or Other Schools Attended. Please include Major or Field of Study, Dates Attended, Degree and Date of Degree.**

I have a B.S. in Finance and Marketing from San Jose State University. I have an A.A. in Real Estate from DeAnza College. I worked in Corporate Finance for over 20 years and several local tech companies before changing careers to Real Estate Investing. I am working on my Certificate of Real Estate Development at San Jose State University. I spend 6 years in the Army Reserve as a skills instructor. I have numerous hobbies and interests including following current issues at the local and national level and making sure our government is accountable to the citizens it represents.

---

**List any position or office held in any governmental agency, civic, or charitable organization including the dates.**

---

## Languages Spoken

English

---

## Special Awards or Recognitions Received

---

**Please state why you want to become a member of this Board or Commission including specific objectives which you would work toward as a member.**

My 20+ years of financial management background can help make financially prudent recommendations to the council.

---

**Please state any other information which you feel would be useful in reviewing your application**

---

**Do you own property in the City of San José?**

☒ Yes ☐ No

**If yes, please list the addresses here.**

[REDACTED]

---

**Do you rent property in the City of San José?**

☐ Yes ☒ No

If yes, is it a month-to-month lease?

☐ Yes ☐ No

Question applies to multiple boards

Are you currently experiencing homelessness or have you experienced it in the past?

☐ Yes ☒ No

State and local law require that you abstain from participation in decisions that may affect your financial interests, including sources of income, interest in real property, personal finances or investments. In addition, if appointed, you may be required to fill out a disclosure statement which identifies certain financial interest beginning with the immediate twelve-month period prior to your appointment. Please review the scope of your board/commission in Municipal Code Chapter 2.08. Based on your best judgment, does this Board or Commission make decisions that may affect sources of income, interests in real property, personal finances or investments of you or your spouse?

☐ Yes ☒ No

If yes, please explain. Please identify any organizations, associations, corporations, or entities by which you are employed or associated that might be affected by decisions of this Board or Commission, and the positions you hold in these entities.

I do not see any conflicts by serving on this board

Reference 1 Name

Doug Bloomquist

Reference 1 Address

Reference 1 Email address

[REDACTED]

Reference 1 Phone

[REDACTED]

Reference 2 Name

Gwen Tran

Reference 2 Address

Reference 2 Email address

---

[REDACTED]

Reference 2 Phone

---

[REDACTED]

---

### Supplemental Questions

If applicable, have you ever attended or watched a meeting of the Commission(s) to which you are applying?

---

☒ Yes ☐ No

Would you be available to attend meetings at the scheduled time?

---

☒ Yes ☐ No

Please describe your experience in serving on a Commission or Board.

---

I am currently serving on the board of a private 300 member swim and racquet club in my community. I am the treasurer of the board and am in my 5th year on the board.

Considering your experience and activities in business, labor, School, professional, social, Commissions, Boards, or other organizations, indicate the experience, training, knowledge and/or skills which qualify you for appointment.

---

Lifetime citizen of San Jose. User of parks, 20 + years in Corporate Financial and Operations Management. 6 years in US Army reserve. Grad from San Jose State University. Board member for local Swim and Racquet club. Husband and Father of 3 young boys. Y guides leader.

What is your understanding of the purpose of the Commission?

---

Provide recommendations to City Council on Parks related matters.

Please list three issues facing the City that you feel the Council should address.

---

Poor park maintenance standards, poor operations management of City run parks like Cunningham, inefficient and poor Human Resources management.

---

Question applies to Parks and Recreation Commission

**Please describe your experience in working with governmental agencies.**

---

In my real estate investing activities I have worked with County and City governments.

Question applies to Parks and Recreation Commission

**As a Parks and Recreation Commissioner, how would you handle a situation where you have a volatile Community group which is opposed to a staff proposal?**

---

I would hear all sides, weigh the impact of the proposal to the majority of San Jose Citizens and not just the vocal minority and then make recommendations based on what's best for the citizens of San Jose.

Question applies to Parks and Recreation Commission

**Can you provide examples of major public policy issues that you have been involved in and what your role was in the issue?**

---

I am aware of many issues in my community but until now have not had time to get involved. I am now available and interested and concerned about the issues in our city and want to get involved.

**Anything else you would like us to know?**

---

---

(Optional) Please upload a resume.

---

**Retirement Board Questions Only**

---

## Verification

By checking the box below, you agree with the following statement.

---

I agree that all of the information contained in my responses to the questions on this application are true and accurate to the best of my knowledge. I further agree that, by checking the box below and submitting this application, online or otherwise, I am affixing my digital signature to this form as of the date submitted.

---

☒ I Agree \*

**Boards and Commissions Application**

---

**Profile**

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- Appeals Hearing Board
- Arena Authority
- Arts Commission
- Civil Service Commission
- Deferred Compensation Advisory Committee (DCAC)
- Downtown Parking Board
- Board of Fair Campaign and Political Practices (formerly Ethics Commission)
- Federated and Police & Fire Retirement Boards
- Historic Landmarks Commission
- Housing & Community Development Commission
- Work2future (SVWIB) Board
- Planning Commission\*

Giovanna

First Name

Erkanat

Last Name

Email Address

Street Address

Suite or Apt

San Jose

City

CA

State

95126

Postal Code

**Are you a resident of San Jose?**

☒ Yes ☐ No

**What district do you live in? To verify, please click here:**

[https://rovservices.sccgov.org/Home/IndexPost?](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple)

[selected=dt&electionId=133&distance=5&navtab=vc&asm=simple](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple) \*

☒ District 6

Home:

Primary Phone

Alternate Phone

**Length of Residency**

☒ 3-5 years

Giovanna Erkanat

Which Boards would you like to apply for?

Senior Citizens Commission: Submitted

City of Redwood City  
Employer

Management Analyst II  
Job Title

Current Employer Address

Current Employer of Spouse

NA

Address of Current Employer of Spouse

NA

Spouse's Job Title

NA

If you or your spouse is retired and receiving a pension, please state source of pension.

☒



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## Interests & Experiences

**High School, College, Professional, Vocational, or Other Schools Attended. Please include Major or Field of Study, Dates Attended, Degree and Date of Degree.**

High School Degree: Monta Vista High School, Cupertino, CA University of California, San Diego Degree: Bachelor of Arts Major: Sociology Dates Attended: September 2005 - June 2009 Date of Degree: June 2009 University of Bologna, Italy Degree: Master Major: Development, Innovation and Change Dates Attended: March 2011 - March 2012 Date of Degree: March 2012 Syracuse University, The Maxwell School of Citizenship and Public Affairs Degree: Master of Public Administration (MPA) Field of Study: Public Administration Dates Attended: July 2017 - June 2018 Date of Degree: June 2018

---

**List any position or office held in any governmental agency, civic, or charitable organization including the dates.**

Management Analyst II at Redwood City - Community Development and Transportation (Government Agency), June 2021 - current Management Analyst at City of Palo Alto - Library Department (Government Agency), December 2018 - June 2021 Extra Help Human Services Analyst II at San Mateo County (Government Agency), October 2018 - December 2018 Fellow at the Central New York Community Foundation (Charitable Organization in Syracuse, NY), September 2017 - May 2018 Development and Volunteer Manager at The Arc San Francisco, (Charitable Organization), April 2016 - June 2017 Donor Associate/Assistant Manager/Program Associate at the St. Anthony Foundation of San Francisco (Charitable Organization), May 2012 - November 2015

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## Languages Spoken

Italian, Spanish (Conversational), Turkish (Conversational)

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## Special Awards or Recognitions Received

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**Please state why you want to become a member of this Board or Commission including specific objectives which you would work toward as a member.**

I'm interested in becoming a member of the Senior Citizens Commission because I'm concerned about the wellbeing of seniors in our community. My mother is a senior living in San Jose and I see the issues that impact her day to day life. My mother lives in a senior mobile home park in San Jose, her cost of living on a fixed income is concerning to me and has inspired me to get more involved. Specific objectives I would work towards: Affordable housing to allow seniors to age in their homes (specifically protecting the affordability of senior mobile homes), affordable community services available to seniors, and general issues to increase the quality of life of seniors in our community. The increased cost of living in this area has been a particular burden to seniors living on a fixed income.



**Please state any other information which you feel would be useful in reviewing your application**

As a public sector professional, I am knowledgeable and passionate about transparent, effective government. I grew up in Cupertino, lived in San Francisco and Redwood City for 7 years, and moved to San Jose in July 2020. I chose to move to the City of San Jose because I want to get more involved in the urban community here. I look forward to serving the City in whatever way I can.

**Do you own property in the City of San José?**

☐ Yes ☒ No

**If yes, please list the addresses here.**

**Do you rent property in the City of San José?**

☒ Yes ☐ No

**If yes, is it a month-to-month lease?**

☐ Yes ☒ No

Question applies to multiple boards

**Are you currently experiencing homelessness or have you experienced it in the past?**

☐ Yes ☒ No

**State and local law require that you abstain from participation in decisions that may affect your financial interests, including sources of income, interest in real property, personal finances or investments. In addition, if appointed, you may be required to fill out a disclosure statement which identifies certain financial interest beginning with the immediate twelve-month period prior to your appointment. Please review the scope of your board/commission in Municipal Code Chapter 2.08. Based on your best judgment, does this Board or Commission make decisions that may affect sources of income, interests in real property, personal finances or investments of you or your spouse?**

☐ Yes ☒ No

**If yes, please explain. Please identify any organizations, associations, corporations, or entities by which you are employed or associated that might be affected by decisions of this Board or Commission, and the positions you hold in these entities.**

**Reference 1 Name**

Reshmi Singh

Giovanna Erkanat

**Reference 1 Address**

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**Reference 1 Email address**

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**Reference 1 Phone**

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██████████

**Reference 2 Name**

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Mario Rosas

**Reference 2 Address**

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**Reference 2 Email address**

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**Reference 2 Phone**

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**Supplemental Questions**

**If applicable, have you ever attended or watched a meeting of the Commission(s) to which you are applying?**

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☐ Yes ☒ No

**Would you be available to attend meetings at the scheduled time?**

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☒ Yes ☐ No

**Please describe your experience in serving on a Commission or Board.**

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From 2021 through now (2023), I serve on the Board of Directors for the Municipal Management Association of Northern California (MMANC). From 2022-current (2023) I am the Secretary on the Executive Board of Directors for the organization. I manage communications for the organization, assist in organizing various events throughout the year, attend 2 monthly board meetings (General Board of Directors and Executive Board of Directors) in addition to any event meetings. I have assisted with the planning of the annual conference for the past 3 years. You can find out more about the organization at [www.mmanc.org](http://www.mmanc.org) In 2017-18, I served as a Graduate Student Representative for the Public Administration and International Relation Association at Syracuse University. This was the Board for the graduate students in the Public Administration and International Relations department. I attended University-wide graduate student council meetings and voted on issues pertaining to the graduate student body, such as health care plans for graduate student assistants, allocation of graduate student professional development funds, and more. I reported back to my graduate department constituents. As a part of the Board, I also helped organize an annual professional development trip to Washington D.C. and New York City, as well as monthly morale boosting activities for stressed students.

**Considering your experience and activities in business, labor, School, professional, social, Commissions, Boards, or other organizations, indicate the experience, training, knowledge and/or skills which qualify you for appointment.**

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I discovered my passion for public-serving management while working in the human services nonprofit sector in San Francisco. As an Assistant Manager at St. Anthony's Dining Room, I managed staff, volunteers, operations, and strategy to serve 2400 meals per day at a free lunch program in the Tenderloin neighborhood in San Francisco. I furthered my experience in nonprofit human services at The Arc San Francisco working in fundraising and volunteer operations. The Arc San Francisco serves and champions the rights of adults living with developmental disabilities. In my role as a fundraising and volunteer manager, I educated the general public on issues facing adults with developmental disabilities on a daily basis, such as the desire and right to a dignified job and the right to education. I returned to school in 2017-18 to pursue a Master in Public Administration, focusing on learning hard skills in public budgeting and analytical decision making, as well as soft skills in facilitation and collaboration. While in graduate school, I coordinated a year-long performance management learning community for local nonprofits, facilitating workshop sessions on community needs surveys and collaboration using data. I was also on the Board for my graduate program department, representing graduate students from Public Administration at the University level. As a government management analyst for the past 5 years, I manage multi-million dollar budgets, direct and create policy, and contribute to effective and efficient government operations. As part of the MMANC Executive Board of Directors the past 2 years, I manage communications and contribute to important executive decisions such as approving the organization's budget, changing membership fees, and guiding the organization in the future.

**What is your understanding of the purpose of the Commission?**

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My understanding of the purpose of the Commission is to advise and make recommendations to City Council on items pertaining to issues impacting seniors in the City of San Jose. City Council is the decision maker, but the Commission is meant to be an advisory body that can explore issues that pertain to the senior community.

**Please list three issues facing the City that you feel the Council should address.**

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1. Senior Mobile Home Parks: Preserving these housing opportunities for seniors, maintaining their affordability long term 2. Affordable community programming for seniors 3. Keeping seniors engaged in their communities

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Question applies to Senior Citizens Commission

**What is a major issue facing San José's older adults and what do you see as the Commission's role in this issue?**

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Affordability and cost of living - I see the Commission as advocates for policy that maintain affordability for seniors in our community. Housing cost is a particular concern. The Commission can advocate for better policy around affordable housing for seniors, including keeping the cost of Senior Mobile Home parks low.

Question applies to Senior Citizens Commission

**Please describe a leadership role you have assumed within the last five years.**

---

I am the Secretary/Director of Communications on the Executive Board of Directors for the Municipal Management Association of Northern California (MMANC) and have been since January 2022

Question applies to Senior Citizens Commission

**How would you handle differences in opinions or positions on issues being heard at a Senior Commission meeting?**

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I would listen to all sides and try and find the common thread between the different positions. I would also bring it back to our mission - serving seniors in our community to live their best lives.

Question applies to Senior Citizens Commission

**What makes you knowledgeable about senior issues in the community?**

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My mother is a senior living in San Jose, I help her navigate her life here in the community and I advocate for her. I also hold a Master's in Public Administration (MPA) and previously worked in Human Services nonprofits in the Bay Area.

**Anything else you would like us to know?**

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I look forward to serving the City of San Jose and seniors in my community!

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(Optional) Please upload a resume.

Giovanna Erkanat

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## Retirement Board Questions Only

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### Verification

By checking the box below, you agree with the following statement.

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I agree that all of the information contained in my responses to the questions on this application are true and accurate to the best of my knowledge. I further agree that, by checking the box below and submitting this application, online or otherwise, I am affixing my digital signature to this form as of the date submitted.

---

☒ I Agree \*

**Boards and Commissions Application**

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**Profile**

Please note, applications are continuously accepted to the City of San Jose Boards and Commissions. The Board or Commission you select may or may not indicate there is a vacancy. Your application will remain on file for one year from the date of submission. During the year, your application may be considered for unanticipated vacancies.

Additionally, applicants to the following commissions will be required to fill out a [Form 700](#) (California State required Statement of Economic Interest) within 30 days of appointment.

- Airport Commission
- Appeals Hearing Board
- Arena Authority
- Arts Commission
- Civil Service Commission
- Deferred Compensation Advisory Committee (DCAC)
- Downtown Parking Board
- Board of Fair Campaign and Political Practices (formerly Ethics Commission)
- Federated and Police & Fire Retirement Boards
- Historic Landmarks Commission
- Housing & Community Development Commission
- Work2future (SVWIB) Board
- Planning Commission\*

Donna

First Name

Tran

Last Name

Email Address

Street Address

Suite or Apt

San Jose

City

CA

State

95120

Postal Code

**Are you a resident of San Jose?**☒ Yes ☐ No

What district do you live in? To verify, please click here:

[https://rovservices.sccgov.org/Home/IndexPost?](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple)

[selected=dt&electionId=133&distance=5&navtab=vc&asm=simple](https://rovservices.sccgov.org/Home/IndexPost?selected=dt&electionId=133&distance=5&navtab=vc&asm=simple) \*

☒ District 10

Mobile:

Primary Phone

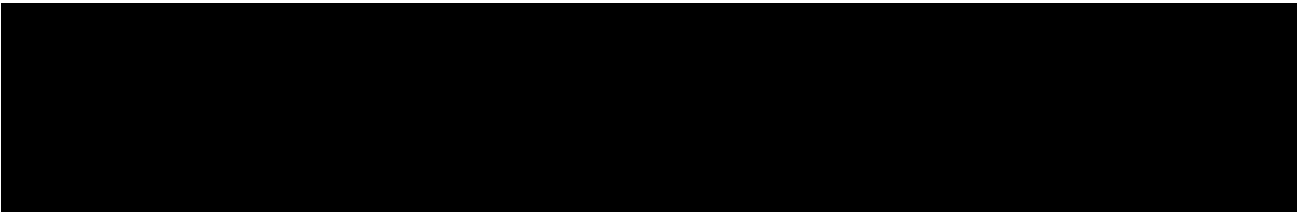
Alternate Phone

**Length of Residency**☒ 6 or more years

Donna Tran

Which Boards would you like to apply for?

Senior Citizens Commission: Submitted



Michigan State University  
College of Human Medicine  
Employer

Medical Student  
Job Title

Current Employer Address



Current Employer of Spouse

N/A

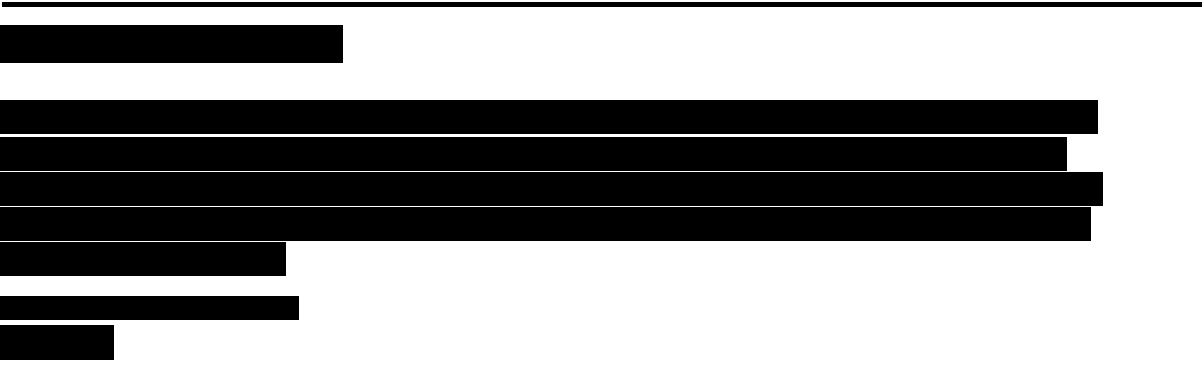
Address of Current Employer of Spouse

N/A

Spouse's Job Title

N/A

If you or your spouse is retired and receiving a pension, please state source of pension.



☒



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## Interests & Experiences

**High School, College, Professional, Vocational, or Other Schools Attended. Please include Major or Field of Study, Dates Attended, Degree and Date of Degree.**

-Pioneer High School, San Jose, CA, 2004 - 2007, High School Diploma -University of California, Davis, CA, 2007 - 2021, BS Neurobiology, BA Psychology -The Johns Hopkins Bloomberg School of Public Health, Baltimore, MD, 2021 - 2022, MPH Masters in Public Health -Michigan State University College of Human Medicine, Grand Rapids, MI, Graduating 2024, MD Doctor of Medicine

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**List any position or office held in any governmental agency, civic, or charitable organization including the dates.**

-Medical Student Leader, American Medical Association (AMA) Leadership Development Institute (LDI), August 2023 - Current -Medical Student Representative, Association for College Psychiatry (AFCP), April 2021 - Current -Immediate Past National President May 2023 - Current and National President January 2021 - March 2023, Asian Pacific American Medical Student Association (APAMSA) -Health Policy Intern, U.S. Senate Committee on Health, Education, Labor, and Pensions (HELP), January 2022 - August 2022 -Student and Young Professional Representative, Asian & Pacific Islander Caucus for Public Health (APIC)/American Public Health Association (APHA), October 2021 - May 2022 -General Scholar, American Association for Geriatric Psychiatry (AAGP), December 2019 - March 2020

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## Languages Spoken

Vietnamese, English

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## Special Awards or Recognitions Received

-U.S. Public Health Service: Physicians Professional Advisory Committee Excellence in Public Health Award, awarded to 90+ medical students nationwide, March 2023 -Delta Omega Honorary Society in Public Health: Member, 1 of 129 public health graduates inducted into the national public honor society, March 2022 -Gold Humanism Honor Society (GHHS): Member, 1 of 30 inducted medical students, May 2021 -Johns Hopkins Bloomberg School of Public Health: Endowed Student Scholarship, awarded to 10 – 15 MPH students, April 2021 -Alpha Omega Alpha (AOA) Honor Medical Society: Member, 1 of 5 junior inductees, September 2020 -Michigan State University College of Human Medicine: Professor Leonard J. Luker Memorial Scholarship Award for Geriatric Psychiatry Research, April 2021, March 2020, April 2019 - Michigan State University College of Human Medicine: Mercer Scholars Geriatric Research Award, May 2020



**Please state why you want to become a member of this Board or Commission including specific objectives which you would work toward as a member.**

My father's tumor diagnosis profoundly affected my life in college, but also gave me a window into mental health issues affecting older adults and their families. During medical school, I applied for the national American Psychiatric Association (APA) Minority Medical Student Summer Mentorship and worked with geriatric patients at Stanford University. I spent a month with the Geriatric Psychiatry department and observed the personal connection between older adult patients and their psychiatrists. In the following year, I was selected as a General Scholar of the American Association for Geriatric Psychiatry (AAGP), where I was mentored by a geriatric psychiatrist, and a Research Scholar of the National Institute of Aging-sponsored (NIA), American Federation for Aging Research's Medical Student Training in Aging Research (MSTAR), under the renowned dementia expert, Dr. Kristine Yaffe, MD at UCSF where I participated in an NIH R01 trial and studied modifiable risk factors for dementia risk reduction. These invaluable opportunities solidified my commitment to serve older adults through clinical care, research, and outreach. The specific objectives I would work towards is to address mental health/behavioral health crisis in older adults (health), improve health literacy (education), and decrease health inequities that are impacted by employment, housing, transportation, etc. Becoming a member of the Senior Citizens Commission would allow me an opportunity to advise the City Council, connect with older adults in my local district, and work with other like-minded colleagues who also want to enact meaningful changes. My unique, extensive experiences with older adults and geriatric psychiatry, leadership, and federal/national legislative advocacy can contribute diverse breadth and depth to the Senior Citizens Commission.

**Please state any other information which you feel would be useful in reviewing your application**

I am graduating medical school this year, hoping to become a geriatric psychiatrist and public civic servant. Mental health and wellness of older adults are my passion. I have had over 10 years of experience researching geriatric psychiatry at UCSF and Stanford. I would love to contribute to our local district and volunteer my time and effort in improving the lives of older adults in San Jose, CA.

**Do you own property in the City of San José?**

☐ Yes ☒ No

**If yes, please list the addresses here.**

**Do you rent property in the City of San José?**

☐ Yes ☒ No

**If yes, is it a month-to-month lease?**

☐ Yes ☐ No

Question applies to multiple boards

**Are you currently experiencing homelessness or have you experienced it in the past?**

☐ Yes ☒ No

State and local law require that you abstain from participation in decisions that may affect your financial interests, including sources of income, interest in real property, personal finances or investments. In addition, if appointed, you may be required to fill out a disclosure statement which identifies certain financial interest beginning with the immediate twelve-month period prior to your appointment. Please review the scope of your board/commission in Municipal Code Chapter 2.08. Based on your best judgment, does this Board or Commission make decisions that may affect sources of income, interests in real property, personal finances or investments of you or your spouse?

☐ Yes ☒ No

If yes, please explain. Please identify any organizations, associations, corporations, or entities by which you are employed or associated that might be affected by decisions of this Board or Commission, and the positions you hold in these entities.

Reference 1 Name

Dr. Jhemon Lee

Reference 1 Address

Reference 1 Email address

Reference 1 Phone

Reference 2 Name

Dr. Amy Alexander

Reference 2 Address

Reference 2 Email address

Reference 2 Phone

Supplemental Questions

**If applicable, have you ever attended or watched a meeting of the Commission(s) to which you are applying?**

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☐ Yes ☒ No

**Would you be available to attend meetings at the scheduled time?**

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☒ Yes ☐ No

**Please describe your experience in serving on a Commission or Board.**

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In 2022, I served on the U.S. Senate Committee on Health, Education, Labor, and Pensions (HELP) as a Health Policy Intern under then-Chair Senator Patty Murray in Washington, D.C. As the only clinician/healthcare personnel in the Health Policy Team, I utilized my expertise in patient care, medicine, and public health/MPH to work on national legislation and advise the Senators and their staffs. Working with teams like the CDC, NIH, and FDA provided me with ample opportunities to perform legislative work and attend meetings/briefings on behalf of the Senate Chair and Committee. For deliverables, I completed over 100+ memos/documents, attended 150+ hearings and meetings, and performed 17+ legislative and research projects. Over time, I developed proficient knowledge of how our federal government and agencies worked and the process of legislating and governance. This experience gave me insight into the complex problems that require a multifaceted approach to fix our American healthcare system. Under the guidance of Senator Murray and her staff, I worked on issues like launching the 988 Suicide and Crisis Lifeline with the Substance Abuse and Mental Health Services Administration (SAMHSA) and working on the PREVENT Pandemics Act, which can provide access to mental health and substance use disorder services during public health emergencies. Being in a fast-paced environment on Capitol Hill and working with Congress have been life-changing, and I am ready to contribute my strategic skills in political advocacy and subject matter expertise in older adults to help the City Council work towards equitable, just solutions and address inequities that affect older adults.

**Considering your experience and activities in business, labor, School, professional, social, Commissions, Boards, or other organizations, indicate the experience, training, knowledge and/or skills which qualify you for appointment.**

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After graduating from the University of California, Davis with my BS and BA in Neurobiology and Psychology respectively, I joined UCSF and later the Stanford University Psychiatry Department as a clinical research coordinator. My research focused on treating patients struggling with chronic illness, many whom are older adults, using psychosocial interventions such as cognitive-behavioral therapy and behavioral activation. Our work proved that feasible, effective treatments addressing psychological disabilities exist but are underutilized due to negative cultural stigma and mistrust of psychological approaches, decreased awareness, and a lack of funding. It became evident that pushing forth data-proven solutions like the ones I worked on, translating them into systemic and clinical programs would influence access and quality of care for patients and improve the healthcare system. In 2022 as a Johns Hopkins MPH student, I was an intern in the State of Maryland, Department of Health (MDH), Office of Older Adults and Long Term Services and Supports. My responsibilities included acquiring knowledge about the behavioral health challenges of older adults through research, creating deliverables like fact sheets and environmental scan, meeting with national and local aging experts, and recording webinar for Brain Injury Association of Maryland. I also engaged in increasing stakeholder engagement and interagency collaborations, notably we presented to the Baltimore Police Department about traumatic brain injuries and its aging effects. After working with the MDH for a year, I delivered a schoolwide presentation about public mental health issues, substance use, and traumatic brain injury in older adults with identifiable problems and recommendations in policy and systemic government actions.

## What is your understanding of the purpose of the Commission?

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The purpose of the Senior Citizens Commission according to the website is to investigate, assess, and advise the City Council on various concerns that influence the lives of older adults and seniors within the city, covering aspects like health, education, employment, housing, transportation, and recreation. (source: <https://www.sanjoseca.gov/your-government/departments-offices/parks-recreation-neighborhood-services/get-involved/boards-commissions/senior-citizens-commission>)

## Please list three issues facing the City that you feel the Council should address.

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According to the Commission's 2023 - 2024 DRAFT Work Plan, the November 2023 list included "Behavioral Health", which I strongly agree with. Loneliness and social isolation, coupled with an exacerbation of depression and anxiety, is a mental health crisis among older adults and elderly persons that needs to be addressed immediately. Second, improving literacy in health, finances, etc. is critical to living healthily for older adults. Resources and funding should focus on how we can raise awareness and provide effective outreach in educating our citizens. Third, addressing health inequities overall should be a goal always worth striving for to improve the well-being of our City's older adults. This can be addressed in many ways through health, employment, housing, transportation, recreation, etc. I look forward to using my skills and experiences from the U.S. Senate, Asian American medical student organization, and geriatric research to aid my fellow Commission members and the City Council. (source: <https://www.sanjoseca.gov/home/showdocument?id=105430&t=638318706398151486>)

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Question applies to Senior Citizens Commission

## What is a major issue facing San José's older adults and what do you see as the Commission's role in this issue?

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The mental/behavioral health crisis of loneliness, social isolation, depression and anxiety plagues older adults in the City and nationwide. There is evidence-based research that behavioral/mental health directly affects the quality of life and physical health of older adults. I believe the Commission's role is critically important in impressing upon the City Council that the health of older adults should be a top priority through studies, reviews, evaluations, and offering recommendations (source: <https://www.sanjoseca.gov/your-government/departments-offices/parks-recreation-neighborhood-services/get-involved/boards-commissions/senior-citizens-commission>)

Question applies to Senior Citizens Commission

**Please describe a leadership role you have assumed within the last five years.**

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From 2021 - 2023, I served as the National President of the Asian Pacific American Medical Student Association, largest, pan-Asian non-profit medical organization dedicated to addressing health problems in Asian American communities. While I have held other cabinet positions, overseeing a professional medical organization with 70+ National Directors and a 10,000-strong membership base during a global pandemic was an undeniably unique experience. To address these concerns regarding the pandemic and anti-Asian racism, I led and supported our members through meaningful virtual events, interactive advocacy, and leadership development programs. While I managed the National Board, our team hosted over 50+ virtual workshops addressing COVID-related racism and safety concerns, sent out solidarity statements co-signed with other organizations, sent PPE donations to institutions and hospitals, and volunteered our time in clinics and served the community. This surge in remote activism increased Asian American leadership participation by 40% through elections and local-national engagement.

Question applies to Senior Citizens Commission

**How would you handle differences in opinions or positions on issues being heard at a Senior Commission meeting?**

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Having worked across various organizations, I value the skill of navigating conflicts as a composed and considerate leader. In my U.S. Senate experience, despite diverse opinions, I prioritized professionalism and respect. In collaborative settings, I managed conflicts by listening attentively, asking questions without bias, and fostering teamwork for effective solutions. I am committed to upholding these standards of professionalism and work ethic within the Senior Citizens Commission.

Question applies to Senior Citizens Commission

**What makes you knowledgeable about senior issues in the community?**

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In the past decade, I have engaged in extensive geriatric research and various internships/programs focused on geriatric mental health and the elderly. My career aspirations involve helping older adult patients, and it would be an honor to serve as a public servant through this commission.

**Anything else you would like us to know?**

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I would love to volunteer and help the City Council by being on this Commission. Thank you for your time and consideration!

---

(Optional) Please upload a resume.

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**Retirement Board Questions Only**

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## Verification

By checking the box below, you agree with the following statement.

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I agree that all of the information contained in my responses to the questions on this application are true and accurate to the best of my knowledge. I further agree that, by checking the box below and submitting this application, online or otherwise, I am affixing my digital signature to this form as of the date submitted.

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☒ I Agree \*