

# **Park, Recreation and Community Services Board**

## Application Form

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### Profile

Jennifer

First Name

Spincic

Last Name

[REDACTED]  
Email Address

[REDACTED] N Lincoln St

Home Address

Suite or Apt

Burbank

City

CA

State

91504

Postal Code

Home: [REDACTED]

Primary Phone

Alternate Phone

Havaianas

Employer

HR Director

Job Title

Head of HR in North America  
for a flip flop company

Occupation

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

Park, Recreation and Community Services Board: Submitted

Police Commission: Submitted

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### Length of time as a Burbank Resident:

8 years

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### Burbank Registered Voter?

 Yes  No

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### Interests & Experiences

Please tell us about yourself and why you want to serve.

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

I think I would offer a fair and diverse opinion. I can see both sides to any situation, have a knack for bringing people together amicably, and am fair and logical. I would like to be more involved in my community and think this is a fantastic way to do it

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### Education

High school degree, some college

## Additional Pertinent Courses or Training

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HR management from e Cornell

## Other Pertinent Skills, Experience or Interests

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I enjoy helping the community and bringing smiles to peoples faces. Which is why I put those Halloween and holiday maps out every year. It brings the entire community together. Love kids and animals My child attends Burbank usd I'm a renter and I heard you need more renters on your board And my family make and release children's albums as a hobby!

Upload a Resume

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## Community Involvement

Specify current or prior service on a City Board, Commission or Committee:

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None

List Community activities in which you are involved:

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I run the Holidays & Events in Burbank Facebook group that 5000 members I volunteer my time and put out a Halloween and Holiday map every year of all the decorated homes in Burbank. Last year we got over 100k views on the map and over 200 submissions. I'm a notary public

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

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N/A

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## Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

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Yes  No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

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Burbank

Jennifer Spincic

## AB 1234 Training

The Board, Commission or Committee (collectively Board) you are seeking appointment to provides City reimbursement for attending trainings or conferences. Therefore, under State Law all members of the Board must receive at least two hours of ethic's training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

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### First Choice

**FIRST choice for Board/Commission/Committee appointment:**

Parks & rec

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

I'm a HR director

**What are your goals in serving on this Board/Commission/Committee?**

To bring ideas, encourage collaboration, and be a voice for our community

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### Second Choice

**SECOND choice for Board/Commission/Committee appointment:**

Police

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position**

I'm a HR Director. I'm not aware of what qualifications you are looking for in this position

**What are your goals in serving on this Board/Commission/Committee?**

To bring ideas, encourage collaboration, and be a voice for our community

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### Supplemental Questions

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### Acknowledgement

**Acknowledgment No. 1 - General**

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I Agree

# JENNIFER SPINCIC

Burbank, CA

**PROFESSIONAL SUMMARY:** A high-impact people leader with over 20 years of people operations management. Highly skilled in full-cycle recruiting with sourcing and hiring top talent for Fortune 500 companies. Demonstrated ability to meet the requirements of a dynamic environment in support of corporate and business goals. Established reputation for strategically interfacing with all levels of organization, initiating and implementing recruiting strategies, HR policies and procedures for divisional departments. Exceptional interpersonal and communication skills with an ability to influence, translating between business owners and teams.

## KEY AREAS

People Management | Technical Recruiting | Organizational Strategy and Development | Employee and Labor Relations | Talent Acquisition | Learning Development | Strategic Operations | Performance and Workforce Management | Compliance | Reporting and Analysis | Customer Support Management |

## PROFESSIONAL EXPERIENCE

On the Road Again Notary | Los Angeles, CA

2019-Present

### *Owner- Loan Signing Company*

- Created and established a profitable Loan Signing Company serving the greater Los Angeles area
- Successfully expanded business by marketing key services to Escrow and Title companies and then developing and maintaining relationships with them
- Recording of all appointments, expenses, and P&L spreadsheets
- Traveled to client's homes at all hours to walk clients through their Real Estate documents for a successful loan closing
- Maintained a high level of communication with all parties involved to ensure a timely, efficient, and accurate loan closing
- Tremendous attention to detail
- Provided and maintained exceptional customer service to internal and external clients
- Created my own website and social media presence
- Established relationships within the Burbank community regarding my Loan Signing and Real Estate services by giving back to local families during the pandemic

TESLA | Los Angeles, CA

2018-2019

### *Manager*

- Sourced candidates and conducted weekly phone and in person interviews to establish a pipeline of Technicians
- Led new hires through new hire orientation and implemented hands on training, mentorship, as well as weekly coaching sessions
- Liaised with managers to implement growth and development initiatives with teams by installing monthly check-ins, work-plans, goal setting, and performance improvement plans
- Introduced behavior based interview techniques to leadership teams by assigning competencies to job roles and alignment on consistent interview questions to implement non biased interviews
- Oversaw daily operations of the customer service center in the Los Angeles office to ensure a client-focused, people-first environment that exceeded corporate and client expectations
- Increased staff retention, morale and productivity by championing open communication, active problem solving, and a positive work environment

- Successfully increased the customer satisfaction index surveys with top results in the entire North America region
- Coached and elevated a dynamic team of 100+ in service excellence by engaging with cross-functional staff to increase efficiency and drive continuous improvement in all aspects of operations
- Integrated process solutions and cost saving measures including pioneering a paperless service center for repair orders and 24/7 customer vehicle pickups to increase customer satisfaction

APPLE | Los Angeles, CA

2008- 2018

### *People Manager*

- Oversaw recruitment functions including technical sourcing, interviewing, offer negotiation, on boarding, and training for up to 60+ open requisitions at a time within HRIS. Well versed in utilizing behavior based interviewing techniques in identifying talent selection
- Participated in market-wide recruitment hiring events, college job fairs, and acquisition strategies
- Delivered a full spectrum of strategic and tactical HR support to employees and managers including technical recruiting, success planning, career development, recognition/rewards, attendance/performance issues, and performance management
- Fostered learning/development and goal setting initiatives via mid-year/ annual employee review process. Encouraged an environment of open and honest feedback and connections by scheduling consistent one on ones with Managers and their teams and tracking progress
- Oversaw pulse checks on company culture through anonymous questionnaires to employees. Analyzed the results of employee surveys, fostered employee engagement, and composed plans to enrich the employee experience through out the market
- Oversaw five departments (Sales, Store Inventory, Computer Technicians, Trainers, Business Sales) and 200+ direct reports within complex, fast paced, high profile Apple locations
- Achieved store awards for performance through the implementation of tailored strategic plans that positively impacted the customer journey, sales, product launches, and new company priorities
- Managed all aspects of store sellable and non-sellable inventory including shrink, expense, and physical inventory, ensuring compliance with operational and visual standards
- Navigated a technical environment by resolving and repairing relationships with complex VIP client escalation issues

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## EDUCATION

Human Resources Management Certificate; 2018

ECORNELL UNIVERSITY

Notary Commission; 2019

STATE OF CALIFORNIA, SECRETARY OF STATE

Real Estate Salesperson License; 2020

STATE OF CALIFORNIA, DEPARTMENT OF REAL ESTATE

## Application Form

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### Profile

Jennifer

First Name

King

Middle Initial

Last Name

[REDACTED]  
Email Address

[REDACTED] N. Naomi St

Home Address

Suite or Apt

Burbank

City

CA

State

91505

Postal Code

Home: [REDACTED]

Primary Phone

Alternate Phone

General Atomics

Employer

Corporate FP&A

Job Title

Finance

Occupation

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

Burbank Cultural Arts Commission: Submitted

Park, Recreation and Community Services Board: Submitted

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### Length of time as a Burbank Resident:

2 yrs

### Burbank Registered Voter?

Yes  No

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### Interests & Experiences

Please tell us about yourself and why you want to serve.

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

Care about community. Interested in maintaining quality of life. Increasing cultural and recreational opportunities for residents

### Education

JD - University of San Diego School of Law MBA - Purdue University BA - UC Berkeley

### Additional Pertinent Courses or Training

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## Other Pertinent Skills, Experience or Interests

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Upload a Resume

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## Community Involvement

Specify current or prior service on a City Board, Commission or Committee:

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N/A

List Community activities in which you are involved:

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Luther Middle School PTSA

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

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N/A

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## Conflict of Interest

Conflict of Interest:

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Yes  No

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## AB 1234 Training

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Jennifer King

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**First Choice**

**FIRST choice for Board/Commission/Committee appointment:**

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Park, Recreation and Community Services Board

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

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Planning, finance, budgeting, scheduling, logistics

**What are your goals in serving on this Board/Commission/Committee?**

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Provide a better, more organized experience for community members

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**Second Choice**

**SECOND choice for Board/Commission/Committee appointment:**

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Burbank Cultural Arts Commission

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position**

---

Planning, finance, budgeting, scheduling, logistics

**What are your goals in serving on this Board/Commission/Committee?**

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Opportunity to be of service. Include voices of women of color in the Burbank community

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**Supplemental Questions**

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**Acknowledgement**

**Acknowledgment No. 1 - General**

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I Agree

# JENNIFER KING

Burbank, CA 91505

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## Manager Corporate Financial Planning and Analysis

Highly skilled, detail-oriented, finance and government contracts professional with extensive experience in cost proposal preparation, cost accounting, budget preparation, project controls (EAC/ETC), revenue forecasting, billing, indirect cost and rate calculations, AP/AR, GL reconciliation, financial reporting, month and year end closeout processes, and payroll preparation. In-depth understanding of indirect rate structures, pools, bases, accounting and program management system implementation, government policy and procedures, Federal Acquisition Regulation (FAR), Defense Federal Acquisition Regulation Supplement (DFARS), and Generally Accepted Accounting Principles (GAAP). Experience training, supervising and evaluating junior staff to meet project objectives. Quick study with keen ability to apply sound judgment to problem solving and to consider overall business strategy and development when making decisions.

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## WORK EXPERIENCE

### Corporate FP&A Manager

**General Atomics** - San Diego, CA

July 2020 – present

- Compile pool and base inputs from groups in the organization to calculate the indirect rates including; overhead, fringe benefit, general & administrative and home office allocations.
- Manage the indirect rate and allocation financial excel models, with a focus on accuracy, completeness, and reconciliation.
- Analyze the pool and base input source data to ensure consistency of rate buildups with GA's practices.
- Serve as POC for government audit of billing rates, and forecasting policies and procedures.
- Review variance explanations for in-depth analysis and ask challenging questions while maintaining positive, professional relationships with groups in the organization.
- Perform activities related to the development, planning, scheduling and administration of the Forward Pricing Rate Proposals ("FPRPs").
- Support the overall FP&A organizational roadmap to move the indirect rate and allocation development process from excel based to an integrated planning system.
- Provide modeling analysis for future initiatives and strategic changes such as M&A, new business, and cost accounting practice changes.
- Continuously improve policies, procedures, processes, and business templates by recommending and leading change.
- Interface with the Defense Contract Audit Agency (DCAA) and Defense Contract Management Agency (DCMA).
- Establish and maintain good working relationships and partner with organizations across the company in a highly collaborate environment.

### Accounting Manager

**Sentek Global** - San Diego, CA

April 2019 – July 2020

- Manage day-to-day accounting operations to include accounts receivable, expense reporting and GL reconciliation

- Manage government contracting compliance including Defense Contract Audit Agency (DCAA) Relationship
- Prepare annual incurred cost proposal and manage subsequent audits thereof, Coordinate labor floor checks, Coordinate approval of provisional rate agreements (PBRs)
- Oversee new accounting and program management system implementation. Transitioned excel based reports to new system. Serve as Point of Contact for company troubleshooting.
- Manage accounting system. Create new GL account numbers. Assign account numbers to indirect pools.
- Review costs and expenses across entire company and ensure they are assigned to the correct cost pool in the GL.
- Develop and manage vendor and subcontractor relationships - specifically in the areas of invoice processing
- Reconcile all payroll liabilities to the general ledger, investigate and resolve discrepancies and prepare monthly payroll accrual entries
- Document procedures, identify areas to improve internal controls and gain additional efficiencies, and recommend policy and procedure improvements
- Manage contract closeouts and rate variance invoices
- Accountable for all direct reports and execution of their job responsibilities and duties. Provide training, coaching, and guidance.

### **Sr. Financial Analyst/Sr. Cost Accountant, 2014-2017 Controller, 2017-2019**

**The Marlin Alliance** - San Diego, CA

November 2014 to April 2019

- Prepared budget, forecasting, and related reports for specified profit and cost centers to monitor overall financial performance for use in strategic planning and budget presentations.
- Sole manager of cost proposal and pricing documentation including Forward Pricing Rate Proposal for RFP/RFQ proposals to Government.
- Created pools and bases to determine indirect rates to be used in annual forward pricing (Provisional Billing Rates) and incurred costs (ICP) proposals submitted to DCAA/DCMA.
- Improved indirect rate review, FPRP, pricing proposal and budget tracking processes through creation of new excel models making them more efficient.
- Manage accounting system (Quickbooks). Create new GL account numbers. Assign account numbers to indirect pools.
- Review costs and expenses across entire company and ensure they are assigned to the correct cost pool in the GL
- Interface with different department heads to understand nature of expenses and determine accurate cost pool.
- Educate program managers on appropriate allocation of costs, including ODCs and travel.
- Prepared contract and funding status/backlog reports, project performance reports, ETC/EAC, and monthly/quarterly status reports provided to the client.
- Conducted financial analysis of cost and revenue data for current month, quarterly updates and annual financial planning.
- Forecasted budget for one or more calendar years.
- Conducted monthly and annual financial closing and reporting, including preparation of monthly journal entries.
- Ensured compliance with company policies and procedures, Federal Acquisition Regulation (FAR), Defense Federal Acquisition Regulation (DFARS), Cost Accounting Standards (CAS), and Generally Accepted Accounting Principles (GAAP).
- Established proper company costing practices and internal controls
- Prepared bimonthly payroll, 401K contributions and complete all CA EDD reporting.
- Created ad hoc financial modeling and analysis to drive business decisions.

### **Project Controls Analyst**

**Black & Veatch – Telecom Division** - San Diego, CA

May 2013 to October 2014

- Prepared reporting on revenue/budget and cost
- Conducted cost variance analysis and true-up of projects throughout duration and during close-out process
- Verified charge codes for purchase requisitions and change orders to ensure proper cost accounting,
- Supervised and trained other employees on effective cost control and budget management practices,
- Supported development of weekly/monthly cost and status reports, AAG, ETC, EAC, for region
- Maintained Project Controls database and phase creation
- Created and updated Excel analysis and financial modeling tools

## **Project Controls Analyst**

**Computer Sciences Corporation** - San Diego, CA January 2012 to March 2013

- Created variance, risk and profit/loss (PnL) analysis reports for budget forecasting and evaluating contract/program status
- Ensured compliance with FAR, DFAR, and DoD requirements,
- Completed monthly EAC, ETC, and Progress Management Reports (PMRs), to track the profitability and overall performance of multiple multi-million dollar projects.
- Monitored cost performance to ensure contractual cost obligations are met,
- Audited employee hours and incidentals, and set up labor categories and rates in accounting systems,
- Liaised between operations and other support organizations to resolve financial issues, interfaced with subcontractors, vendors and customers and performed extensive analysis as required.

## **Operations Analyst/Program Control Associate**

**Conservation Services Group** - San Diego, CA October 2010 to January 2012

- Reviewed contracts with Utility Client to improve policy and ensure compliance,
- Collaborated with California Public Utilities to develop new State-wide Commercial Energy Efficiency Program,
- Drafted contract language and terms for subcontractors to the Program,
- Developed materials to train subcontractors and technicians on the parameters of the new program,
- Created excel spreadsheets using pivot tables, v-lookups, and other formulas to analyze and track operations key performance indicators
- Increased energy savings for client directly resulting in decreased expenditures,
- Processed rebate payments for program participants,
- Prepared program reports and presented findings at client meetings to troubleshoot and improve program operations.

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## **EDUCATION**

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### **Master of Business Administration in Finance**

Purdue University Global - Indianapolis, IN

### **Bachelor of Arts in Humanities**

University of California - Berkeley, CA

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## **SOFTWARE/SYSTEMS**

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- DELTEK/GCS

- SAP
- UNANET
- QUICKBOOKS
- MS ACCESS
- ORACLE
- COGNOS
- EXCEL

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## ADDITIONAL INFORMATION

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### MEMBERSHIPS:

- **Association of Government Accountants** – Vice President, San Diego Chapter, 2017 - present
- **Phi Alpha Delta**, University of San Diego School of Law Chapter, 2010 - present

# Application Form

## Profile

Robbie \_\_\_\_\_ Brody \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_  
 Email Address

\_\_\_\_\_  
 Home Address Suite or Apt

Burbank \_\_\_\_\_ CA \_\_\_\_\_ 91506 \_\_\_\_\_  
 City State Postal Code

Mobile: \_\_\_\_\_  
 Primary Phone Alternate Phone

State of California \_\_\_\_\_ Administrative Law Judge \_\_\_\_\_ Judge \_\_\_\_\_  
 Employer Job Title Occupation

## Which Boards would you like to apply for?

\_\_\_\_\_  
 Park, Recreation and Community Services Board: Submitted

## Length of time as a Burbank Resident:

\_\_\_\_\_  
 24 years

## Burbank Registered Voter?

\_\_\_\_\_  
 Yes  No

## Interests & Experiences

Please tell us about yourself and why you want to serve.

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

\_\_\_\_\_  
 I'd like to continue my service to the council and my community.

## Education

\_\_\_\_\_  
 Rutgers University, B.A. University of California at Davis, J.D.

## Additional Pertinent Courses or Training

\_\_\_\_\_  
 -- 20+ years of volunteer work with the City of Burbank -- degrees in accounting, management and law

## Other Pertinent Skills, Experience or Interests

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Anxious to continue my volunteer work and serve my community here in Burbank

Upload a Resume

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## Community Involvement

### Specify current or prior service on a City Board, Commission or Committee:

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Burbank Water & Power, prior member and Board Chair Art in Public Places: member, Chair, Secretary

### List Community activities in which you are involved:

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Volunteer, Burbank libraries Volunteer, Burbank Sister Cities Commission

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

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N/A

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## Conflict of Interest

### Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

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Yes  No

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N/A

## AB 1234 Training

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Robbie Brody



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**First Choice****FIRST choice for Board/Commission/Committee appointment:**

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Parks, Recreation and Community Services Board

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

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Accounting, management and law degrees

**What are your goals in serving on this Board/Commission/Committee?**

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To further the interests of the city.

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**Second Choice****SECOND choice for Board/Commission/Committee appointment:**

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N/A

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position**

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Strong legal and financial background, excellent work ethic. I have been volunteering in various capacities with the City of Burbank since moving here in 1999, beginning with kitten rescue at the Burbank Animal Shelter through our current plans to send 10 student delegates from the City of Burbank to Ota, Japan this summer.

**What are your goals in serving on this Board/Commission/Committee?**

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To serve in an advisory capacity to the Council in all matters pertaining to the parks and grounds of the City, including all matters affecting policy, procedures and operations of all athletic and recreational organizations or groups who receive any part of their financial support in any form from public funds of the City.

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**Supplemental Questions**

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**Acknowledgement**

**Acknowledgment No. 1 - General**

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I Agree

**ROBERT S. BRODY**

█ N. Griffith Park Drive  
Burbank, California 91506

EMAIL: █

PHONE: █

**EDUCATION**

**UNIVERSITY OF CALIFORNIA AT DAVIS SCHOOL OF LAW**

Juris Doctor (J.D.) degree  
- Recipient, University Regents Fellowship  
- Neumiller Moot Court "Outstanding Advocate"  
- Faculty Recruitment Committee

**RUTGERS UNIVERSITY**, New Jersey  
Bachelor of Arts, Accounting, Cum Laude

**ADMISSIONS:**

State Courts of California  
U.S. District Court for the Central District of California  
U.S. District Court for the Southern District of California  
United States Supreme Court

**PROFESSIONAL  
EXPERIENCE:**

**ADMINISTRATIVE LAW JUDGE II (2002 - Present)**

**Pasadena Office of Appeals**

**California Unemployment Insurance Appeals Board**

Review and research case files, preside over administrative hearings and prepare written decisions in disputed matters of unemployment, disability, paid family leave and tax. Assist in office administration, scheduling and calendaring, staffing, statewide training and outreach, development and evaluation of program policies. Proven leader and effective communicator. Chair, Disability Advisory Committee

**BET TZEDEK LEGAL SERVICES**

**Los Angeles, California**

Deputy Director of Litigation. Oversee premiere legal services organization with paid staff of 50 and 400 active volunteers; supervise and mentor lawyers in all phases of administrative hearings and litigation; active caseload of civil lawsuits and administrative law matters; supervise client pre-screening and daily intake; hiring, promotion, discipline and salary negotiation responsibilities; interviewing, recruiting and public speaking.

**ARBITRATOR and MEDIATOR**

Court-appointed arbitrator and mediator for Los Angeles County, Ventura and San Bernardino Courts. Preside over and conduct judicial hearings pursuant to California Rules of Court, Rule 1600 et seq. Responsible for administration of oaths; instructing participants as to their rights, questioning of witnesses; ruling on the relevancy and admissibility of evidence; receipt and review of written evidence; preparation of written decisions containing findings of fact and conclusions of law.

## **ROBERT S. BRODY**

### **ACTIVITIES & ASSOCIATIONS:**

State Bar of California:  
Committee of Bar Examiners (CBE), immediate past Chair  
California Attorney Practice Analysis (CAPA), Working Group  
Judicial Nominees Evaluation (JNE) Commission, past commissioner

University of California at Davis:  
Alumni Ambassador, Admissions External Reader  
Board of Directors, UC Davis School of Law, Alumni Board

City of Burbank:  
Joslyn Adult Center volunteer (Notary Public)  
Burbank Water & Power Board (past Chair)  
Burbank Libraries, Burbank Arts, Burbank Sister Cities Committee,  
Art in Public Places Committee (past Chair)

### **HONORS & RECOGNITION:**

Certificate of Appreciation, Los Angeles Superior Court, Alternative Dispute Resolution Committee

Certificate of Appreciation, Public Counsel

Certificate of Appreciation, Los Angeles Superior and Municipal Courts, for services as Arbitrator, Mediator and Settlement Officer

Certificate of Appreciation, Pasadena Unified Courts, for services as Arbitrator, Mediator and Settlement Officer

Certificate of Appreciation, Ventura County Superior Court, for services as Arbitrator, Mediator and Settlement Officer

Proclamation, House of Representatives, United States Congress, Volunteer Recognition for the Pasadena Unified Courts

Certificate of Appreciation, Los Angeles County Bar Association, Dispute Resolution Services, Landlord Tenant Settlement Officer Program

State Bar of California, Wiley W. Manuel Award for Pro Bono Legal Services

Certificate of Appreciation, County of Los Angeles Registrar/Recorder and County Clerk

Certificate of Appreciation, City of Burbank, Sister Cities Committee

Certificate of Appreciation, City of Burbank, Burbank Public Libraries

# Application Form

## Profile

Kyle \_\_\_\_\_ Hardy \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_  
 Email Address

\_\_\_\_\_  
 Home Address

\_\_\_\_\_  
 Suite or Apt

Burbank \_\_\_\_\_ CA \_\_\_\_\_ 91505 \_\_\_\_\_  
 City State Postal Code

Mobile: \_\_\_\_\_  
 Primary Phone Alternate Phone

Self employed \_\_\_\_\_ SBO, freelance AD \_\_\_\_\_ Personal trainer, life insurance  
 Employer Job Title Occupation provider, AD for film/tv

## Which Boards would you like to apply for?

Park, Recreation and Community Services Board: Submitted  
 Planning Commission: Submitted

## Length of time as a Burbank Resident:

2.5 years

## Burbank Registered Voter?

Yes  No

## Interests & Experiences

Please tell us about yourself and why you want to serve.

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

To help the community grow in a positive way. Expand current programs that aid in the process of growth and initiate programs not currently available to meet modern needs of the community as a whole. To expand my personal and career network. To experience work in the public eye. To challenge myself, as I am a believer in introducing change and challenge into one's routine in a relatively frequent set of intervals.

## Education

Graduate of the University of Central Florida - 2012. Bachelors of Science - Business Admin. Management major.

## Additional Pertinent Courses or Training

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Nasm certified personal trainer. Licensed insurance provider in CA and FL. Do these two go here? I think they're pertinent.

## Other Pertinent Skills, Experience or Interests

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Fitness enthusiast. Motivator. Managerial. Growth oriented. Small business owner. Nutrition enthusiast.

Upload a Resume

---

## Community Involvement

Specify current or prior service on a City Board, Commission or Committee:

---

None as of today.

List Community activities in which you are involved:

---

Burbank Chamber of Commerce member! Small business owner!

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

---

N/A

---

## Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

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Yes  No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

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Burbank

## **AB 1234 Training**

The Board, Commission or Committee (collectively Board) you are seeking appointment to provides City reimbursement for attending trainings or conferences. Therefore, under State Law all members of the Board must receive at least two hours of ethic's training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

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### **First Choice**

#### **FIRST choice for Board/Commission/Committee appointment:**

Parks, rec and community services board - I submitted a hand done application for the Community Development Goals Committee, so please consider this my second choice.

#### **Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

Approved solicitors license. Two Burbank based LLC's. Capable/experienced manager of 50+ Person teams. Successful project manager with experience safely completing several projects over the last 6.5 years. Time management. Motivator. Leadership skills. Public speaking. Strong interpersonal skills.

#### **What are your goals in serving on this Board/Commission/Committee?**

Help boost the already productive board! Grow the Burbank parks and rec services and offerings! Growth!!!!

---

### **Second Choice**

#### **SECOND choice for Board/Commission/Committee appointment:**

Planning Board - I submitted a hand done application for the Community Development Goals Committee, so please consider this my third choice.

#### **Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position**

Self starter. Health/fitness enthusiast. Personal trainer with regular planning requirements for his self and clients. Assistant director with years of experience prepping breakdowns and schedules and successfully guiding small to large production to successful; safe completion. Small business owner.

#### **What are your goals in serving on this Board/Commission/Committee?**

To improve Burbanks level of planning competency in all aspects of the planning process whether it be for parks/rec all the way to cultural arts commission. Set goals and hit those marks in a timely fashion. Let's go!!

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### **Supplemental Questions**

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## Acknowledgement

### Acknowledgment No. 1 - General

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I Agree



## KYLE HARDY

### Professional Experience

- 2AD for 3 episodes of Unusual Suspects for the ID channel February & March 2017
- 1AD for feature film called Til Death Do Us Part May 2017
- 1AD for feature film called Life with Dog July 2017
- 2AD for feature film called Legionnaire Max September 2017
- 1AD for feature film called Half New Year November 2017
- 1AD for feature film called 11<sup>th</sup> Hour Cleaning December 2017
- 1AD for Ring commercial January 2018
- 2AD for Marilyn Manson Music Video January 2018
- 2AD for short film called Project X January 2018
- 2AD for Travis Scott/Trippie Redd Music Video January 2018
- 1AD for twelve day ULB feature We Belong Together February 2018
- 1AD for 10 day feature Running out of Time April 2018
- 1AD for Ring commercial May 2018
- 1AD for Paradigm commercial June 2018
- 1AD for 12 day feature Fall Girls July 2018
- 2AD for 19 day feature If not now, when July 2018
- 2AD for Hearts and Colors music video August 2018
- 1AD for 11 day feature Rent an Elf August 2018
- 1AD for 11 day feature The Resident October 2018
- 1AD for Mr. Beams Ring commercial November 2018
- 1AD for Freedom Debt Relief commercial November 2018
- 2AD for facebook promo December 2018
- 2AD for 9 day feature San Andreas: Mega Quake December 2018
- 2AD for 11 day feature BFF Nightmare February 2019
- 2AD for music video for Smino, Bari, and Jay2 March 2019
- 2<sup>nd</sup> 2<sup>nd</sup> AD for REAL ME phone commercial April 2019
- 2AD day player for feature High Holiday April 2019
- 2AD for 10 day feature Nightmare Doctor May 2019
- 2AD one day commercial for MyLife.com May 2019
- 2AD for three day short film called 420 seconds May 2019
- 2AD for feature film called Space Opera July 2019
- 2AD for feature film called The Final Level "Escaping Rancala" August 2019
- 2AD for LA unit of feature film called Echo Boomers September 2019
- 2AD for Corona commercial September 2019
- 1AD for Phantom Pure Wave Product B-roll promo October 2019
- 2AD for two day OGAWA/Brookestone massage chairs commercial October 2019
- 1AD for 10 day feature called Trigger November 2019
- 2AD for 13 day feature called Incision December 2019/Jan. 2020
- 1AD for 10 day feature called Anne, with Love June 2020
- 1AD for short film called The Apple and the Tree August 2020
- 2AD for 15 day feature film called Know Your Rights November 2020
- 2<sup>nd</sup> 2<sup>nd</sup> AD for Estrella Jalisco Commercial March 2021
- 2<sup>nd</sup> 2<sup>nd</sup> AD for Sons of Thunder – TV Narrative April 2021
- 2AD for SWIM Asylum Narrative May 2021
- 1AD for Pink Pharma Industrial promo May 2021

- 2AD for TOAST Commercial June 2021
- 2AD for The Tomorrow War promo blast July 2021
- 1AD for Howard High Musical Narrative July/August 2021
- 1AD for Foster Law – 7 episode TV mini series September 2021
- 1AD for Raveena Music Video September 2021
- 1AD for Pharma commercial October 2021
- 1AD for Christmas in the quarter November/December 2021
- 2AD for The weeknd Live Stream January 2022
- 2AD for Married at first Sight February 2022
- 2AD for Dawn FM 2.0 w/The Wkend February 2022
- 1AD for Daily Harvest commercial February 2022
- 2AD for Giveon music video February 2022
- 1AD for Jeris Johnson Music Video February 2022
- 2AD for low budget feature called SM6: The Time Pirates March 2022
- 2AD for Camilla Cabello music video April 2022
- 2AD for Married at first sight special April 2022
- 2AD for Music Video called Project Malibu April 2022
- 1AD for Music Video for Conan Grey April 2022
- 1AD for low budget - 6 episode mini series called Crisis Earth May/June 2022
- 1AD for docu-style commercial for Chegg June 2022
- 1AD for music video for Tsunami June 2022
- 1AD for 15 day SAG ULB feature called Blunt July/August 2022
- 2AD for Married at first sight S15 Reunion special August 2022
- 2AD for Fuse S3 – 5 days/5 shorts August 2022
- 2AD for 18 day SAG ULB feature called The Engagement Plan September/October 2022
- 2AD for 4 days of pickups in Los Angeles for feature: Angels Fallen. November 2022
- 2AD for 1 day music video for Monica November 2022
- 2AD for one day short called L’auteur November 2022
- 1AD for 10 day feature called Holiday for Hire January 2023
- 2AD for Married at first sight – Season 17 – Wedding portion January 2023
- 1AD for 11 day feature called Deadly Influence. February/Mar. 2023
- 2AD for 2 day commercial for Miracle-Gro. March 2023
  
- CEO – AIIR LLC, Personal Training & Accountability Coaching April 2023
- CEO – Hardy Financial LLC, Life Insurance Provider & Retirement Advisor April 2023

## **EDUCATION**

- **Bachelor of Science in Business Administration**, Management Emphasis, Earned: December 2012, University of Central Florida – Orlando, FL – GPA: 3.571

## Application Form

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### Profile

Stephanie

First Name

Kim

Last Name

Middle Initial

[REDACTED]  
Email Address

[REDACTED] N Orchard Dr

Home Address

Suite or Apt

Burbank

City

CA

State

91504

Postal Code

Home: [REDACTED]

Primary Phone

Alternate Phone

KPMG

Employer

Sr. Director

Job Title

Innovation Strategist

Occupation

---

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

Community Development Goals Committee: Submitted  
Park, Recreation and Community Services Board: Submitted

---

### Length of time as a Burbank Resident:

5 years

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### Burbank Registered Voter?

Yes  No

---

### Interests & Experiences

Please tell us about yourself and why you want to serve.

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

---

I'm originally from the East Coast, and my family moved to Los Angeles back in 2014. Once we started a family, we started to research other areas that would allow us to be part of a family-friendly community, and that's when we found Burbank. We had heard about the excellent school system and a community that's fairly intimate. We didn't realize what this really meant until we moved and got to know so many of our neighbors and friends from our community. Burbank has given us a sense of belonging in a way that we did not expect, given that we are transplants after living so long across the country. The people we've met throughout have become our "village" and we are very thankful for this city. With my appreciation and passion for this city, I'm deeply passionate about contributing to our community's development and growth. Serving on a board would provide me with a platform to leverage my skills and experiences to drive positive change. I believe in the power of collaborative decision-making, and I'm excited about the potential to engage with fellow board members and city residents to shape our community and my family's future.

## Education

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My education background is in business administration and international business. And I've spent the past 18 years of my career in management consulting and corporate innovation strategy.

## Additional Pertinent Courses or Training

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## Other Pertinent Skills, Experience or Interests

---

I have found that my "superpower" lies within developing out strategies and implementing change management in organizations. As part of my job, I'm very close to continuous disruptions in technology in trends, and I can bring forth ideas that can help Burbank implement innovative solutions to serve the community. I also volunteer at our school (Thomas Jefferson Elementary), am a Girl Scouts troop leader, and hold a leadership position at our church. Serving and engaging the community is part of my core values, and serving as a Burbank board member is another way for me to utilize my skillsets and be part of the change.

---

[Upload a Resume](#)

---

## Community Involvement

### Specify current or prior service on a City Board, Commission or Committee:

---

I served as a board member at a non-profit called Peace360.

### List Community activities in which you are involved:

---

Member of the PTA at Thomas Jefferson, Girl Scouts of Greater Los Angeles (Burbank Service Unit), Administrative Coordinator at Sungsam Korean Catholic Church

**If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.**

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N/A

---

## Conflict of Interest

### Conflict of Interest:

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Yes  No

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## AB 1234 Training

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---

## First Choice

### FIRST choice for Board/Commission/Committee appointment:

---

Community Development Goals Committee

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

---

My extensive experience in corporate innovation and management consulting goes across strategy, planning, change management, operating model development, data analytics, advisory and operations. I'm a lifelong learner with background in disruptive technologies and implementation. As a key member of KPMG's Innovation executive team, I'm responsible for the overall group strategy, as well as planning for change. Over the past 18 years, I've honed my leadership skills and became adept at navigating complex organizational structures.

## What are your goals in serving on this Board/Commission/Committee?

---

Promoting Civic Engagement - I aim to foster stronger civic engagement within the city, encouraging our residents to participate actively in shaping the city's future. Driving Innovation - given my professional background, I'm passionate about bringing innovative thinking to local council, promoting initiatives that leverage emerging technologies to benefit the greater needs. Community Growth and Development - I aspire to help shape policies and programs that support sustainable growth, economic development and improved quality of life for all residents. Transparency and Collaboration - I'm committed to fostering transparency in city governance and facilitating collaboration amongst leaders and the public. Equity and Inclusion - one of my objectives is to work towards a more equitable city, ensuring that all decisions made at the board level consider the needs and perspectives of all members of our diverse community.

---

## Second Choice

### SECOND choice for Board/Commission/Committee appointment:

---

Park, Recreation and Community Services Board

### Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

---

My extensive experience in corporate innovation and management consulting goes across strategy, planning, change management, operating model development, data analytics, advisory and operations. I'm a lifelong learner with background in disruptive technologies and implementation. As a key member of KPMG's Innovation executive team, I'm responsible for the overall group strategy, as well as planning for change. Over the past 18 years, I've honed my leadership skills and became adept at navigating complex organizational structures.

## What are your goals in serving on this Board/Commission/Committee?

---

Promoting Civic Engagement - I aim to foster stronger civic engagement within the city, encouraging our residents to participate actively in shaping the city's future. Driving Innovation - given my professional background, I'm passionate about bringing innovative thinking to local council, promoting initiatives that leverage emerging technologies to benefit the greater needs. Community Growth and Development - I aspire to help shape policies and programs that support sustainable growth, economic development and improved quality of life for all residents. Transparency and Collaboration - I'm committed to fostering transparency in city governance and facilitating collaboration amongst leaders and the public. Equity and Inclusion - one of my objectives is to work towards a more equitable city, ensuring that all decisions made at the board level consider the needs and perspectives of all members of our diverse community.

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## Supplemental Questions

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## Acknowledgement

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**Acknowledgment No. 1 - General**

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---

I Agree

## Application Form

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### Profile

Anne Vitoreli  
First Name Middle Initial Last Name

[REDACTED]  
Email Address

[REDACTED] N 1st Street [REDACTED]  
Home Address Suite or Apt

Burbank CA 91502  
City State Postal Code

Mobile: [REDACTED]  
Primary Phone Alternate Phone

UCLA Lab Manager Scientist  
Employer Job Title Occupation

---

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

Park, Recreation and Community Services Board: Submitted

---

### Length of time as a Burbank Resident:

6yr; 10mo

---

### Burbank Registered Voter?

Yes  No

---

### Interests & Experiences

Please tell us about yourself and why you want to serve.

---

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

I want to serve the city I consider home. I have young children & I know how important the Parks & Recs are as we use them at least weekly. I would like to have the opportunity to help guide the future of our community.

---

### Education

BS in Microbiology; MS in Plant Pathology.

---

### Additional Pertinent Courses or Training

---



## Other Pertinent Skills, Experience or Interests

---

Upload a Resume

---

## Community Involvement

Specify current or prior service on a City Board, Commission or Committee:

---

None

List Community activities in which you are involved:

---

N/A

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

---

N/A

---

## Conflict of Interest

Conflict of Interest:

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---

Yes  No

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---

N/A

## AB 1234 Training

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---

**First Choice**

**FIRST choice for Board/Commission/Committee appointment:**

---

Parks And Recreation

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

---

I use parks frequently. I have an MS in Plant Pathology worked in a Plant Diagnostic Clinic for over 10 years. Plant health is important for the maintenance of Parks & recreational areas.

**What are your goals in serving on this Board/Commission/Committee?**

---

Help with maintaining the parks and improving them for all to enjoy.

---

**Second Choice**

**SECOND choice for Board/Commission/Committee appointment:**

---

Community Development goals

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position**

---

Work in higher education where I assist in preparing students, staff and faculty to develop skills with working safely and efficiently on campus.

**What are your goals in serving on this Board/Commission/Committee?**

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**Supplemental Questions**

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**Acknowledgement**

**Acknowledgment No. 1 - General**

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I Agree

# ANNE MARIE VITORELI

Phone: [REDACTED]

[REDACTED] N 1<sup>st</sup> Street; [REDACTED]  
Burbank, CA 91502

## EDUCATION

---

<b>MS</b>	University of Florida, IFAS; Plant Pathology Thesis: "Development of a Real-Time Polymerase Chain Reaction Diagnostic Technique for <i>Fusarium oxysporum</i> f.sp. <i>canariensis</i> on Palm Species" Advisor: Philip Harmon, Ph.D.	2008
<b>BS</b>	University of Florida, IFAS; Microbiology	December 1992

## PROFESSIONAL CREDENTIALS

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Certified Biosafety Professional (CBSP) ABSA	2020
Registered Biosafety Professional (RBP) ABSA	2019

## HONORS AND AWARDS

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APS Elsie J. and Robert Aycock APS Foundation Student Travel Award	2011
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## EMPLOYMENT HISTORY

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<b>University of California Los Angeles</b> , Los Angeles, CA	2016 to Present
<b>California NanoSystems Institute (CNSI)</b> Lab Manager for Magnify and Technology Centers	2021 to Present
<b>Environment, Health, &amp; Safety; Assistant Biosafety Officer</b>	2016 to 2021
<b>Alternate Responsible Official (ARO)</b> High Containment Program	2018 to Present
<b>Michelson Laboratories, Microbiology Manager</b> , Commerce, CA	2014 to 2016
<b>University of Florida, Plant Pathology, Lab Manager</b> , Gainesville, FL	2002 to 2014
Quality Assurance Manager Health and Safety Liaison	
<b>Ixion Biotechnologies, Research Assistant</b> Alachua, FL	2002
<b>Deibel Laboratory, Microbiologist</b> Gainesville, FL	2001 to 2002
<b>University of Florida-Animal Science, Research Assistant</b> , Gainesville, FL	1999 to 2002
<b>Itasca Construction, Receptionist</b> , Boca Raton, FL	1999
<b>Hospice by the Sea, Unit Secretary</b> , Boca Raton, FL	1997 to 1998
<b>Envirodyne, Microbiologist/Chemist</b> , Boca Raton, FL	1996 to 1997
<b>Prestige Cosmetics, Receptionist</b> , Boca Raton, FL	1996
<b>Bloomington's, Sales Associate</b> , Boca Raton, FL	1994 to 1998
<b>H2O Environmental, Environmental Scientist</b> , Ft. Lauderdale, FL	1993 to 1995
Corporate Health and Safety Officer Corporate Quality Assurance Officer	
<b>University of Florida-Soil Science, Research Assistant</b> , Gainesville, FL	1992
<b>University of Florida-Vegetable Crops, Research Assistant</b> , Gainesville, FL	1989 to 1992

## EXPERIENCE

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### **UCLA Experience**

Consult with Magnify companies, Technology Centers, and building occupants on matters related to safety  
Coordinate safety inspections with companies and technology centers  
Coordinate with Building Operations Team, facilities, vendors, and others to ensure smooth transitions with on and off boarding of companies, facilitate installation and maintenance of infrastructure and equipment  
Assess the needs of labs for equipment, power, and usage  
Oversee scheduling, maintenance, and modifications of shared spaces and equipment  
Primary contact for Magnify company needs related to on-site lab and co-working space  
Project: Emergency Power Mapping for Magnify  
Project: Lab Coat Laundering Program  
Project: Silane Line Signage Update  
Project: Technology Center User Agreement Consolidation  
Project: Training Development for Magnify and Technology Centers  
Project: Ultra-Pure Water System Upgrade  
Project: Voucher Program  
Review expense reports for facilities, EH&S, and laboratory related costs  
Work with business and finance team and companies to assign pass-through costs  
Areas of interest in High Containment, Emergency Response, Facilities and Design, and Field Safety  
Assist High Containment Director in training, scheduling, CDC inspections and other BSL-3 needs  
Assist IBC with questions that arise regarding IBC protocols  
Assist with developing Institutional Biosafety Plan, online trainings, agent summaries, and SOPs  
Biosafety laboratory set-up/pre-inspections, reviews and close-outs of laboratory facilities  
Consult, advise and advocate with regulators, Pls, lab personnel, peers, facilities and others on matters of biosafety  
Field general safety questions and direct to appropriate resource  
HazMat Spill Response  
Knowledgeable in Cal/OSHA medical waste regulations, NIH Guidelines, BMBL  
Pre-review IBC applications for content and completeness  
Review containment equipment and facilities for suitability  
Risk assessments and mitigation of biological hazards  
Schedule and facilitate biosafety trainings

### **Regulatory Experience**

Created a quality assurance system for product analysis  
Develop Standard Operating Procedures and Chemical Hygiene Plans for laboratory protocols  
Write, review and update SOPs to ensure compliance with FDA, USDA, USP, AOAC, CDFA and other agencies  
Developed SOP's for GLP/GMP compliance, maintained written records, analyze data using computer programs  
Assist with the NPDN Lab Accreditation policies and working documents/templates (based on ISO 17025)  
Assist with federal and state regulatory and permitting issues  
Performed Health and Safety/Quality Assurance audits of personnel, records and subcontractors  
Audit laboratories and documents for NPDN laboratories and others (QA/QC; Health & Safety; Assessments)  
Identify and resolve any past, current or potential opportunities for improvement, preventive and corrective actions  
Maintained chemical inventory, training and disposal records  
Assisted with teaching and coordination of lectures and laboratory methods  
Assisted with creating and updating accreditation policies and working documents/templates (ISO 17025)  
Audit laboratory processes, records and documents for compliance with ISO 17025 standards, QA/QC, Health & Safety, and assessments (NPDN, federal, state, and private labs)  
Provisionally approved by the USDA for analysis of high consequence pathogens (*Phytophthora ramorum* and *Candidatus Liberibacter asiaticus*)  
CDFA Certified Milk Technician

### **Management Experience**

Conducted field and laboratory visits to clients, federal (domestic and international), state, county and local agencies  
Consulted with Staff, County Extension Agents, Clients, Faculty, Regulatory agencies and others regarding samples, plant health, environmental swabbing, shelf life studies, challenge studies and other concerns  
Supervised 20+ individuals, laboratory staff, graduate students and interns in all aspects of the laboratory and field  
Supervised technical and construction crews on multiple-tank excavations, monitoring well installations and closures  
Arrange scheduling, monitor processes, and implement changes needed to maintain quality, safety and efficiency  
Designed, implemented, and executed the creation of laboratories suitable for working with food pathogens  
Designed, implemented and executed experiments using animal and plant models  
Processed sample information from receiving to final approval of reports  
Report preparation, review, editing, and submission to clients and regulatory agencies

## Technical Experience

Worked in research involving food pathogens, soil bioremediation, stem cells, plant and animal development  
Assisted in in-house experiments in the area of stem cell, food microbiology, product development, and food processing  
Molecular techniques: DNA/RNA extraction, PCR, real-time PCR, reverse-transcriptase PCR, gel electrophoresis and sequencing  
Southern blot, immunohistochemistry, ELISA, cell preservation, serum collection  
Use microscopic techniques including virus inclusions and electron microscopy  
Conducted experiments and analysis in the areas of agriculture, health care, product development, and food processing  
Chemical and microbiological analysis of various plants, food products, and environmental samples for contamination using FDA, AOAC, USDA, CDC, EPA, HRS, and alternative methods  
Analyzed plant samples for viruses, fungus, bacteria, bacteria-like organisms, and abiotic plant diseases  
Cared for diabetic mice and rats including induction of diabetes, surgery, post-operational care, blood glucose monitoring, and insulin injections  
Conducted contamination assessments, collected soil, water, and air samples at petroleum and chemically contaminated facilities  
Conducted sensory evaluations on food products  
Conducted stem cell research involving primary and established human and animal cell lines  
DNA/RNA extraction, PCR, real-time PCR, reverse-transcriptase PCR, gel electrophoresis and sequencing for Fusarium Palm Wilt, Lethal Yellowing, Geminivirus, Soybean Rust, Ramorum Blight, Citrus Greening, viruses and other plant pathogens  
Hypersensitivity reactions in tobacco, tomato and other hosts  
Monitored soil vapor extraction, groundwater treatment systems and ground percolation tests  
RT-PCR, Southern blot, immunohistochemistry, ELISA, cell preservation, serum collection  
Conducted radiation and microbiological surveys of laboratory areas  
Established, preserved and maintained plant, mouse, pig and adult human pancreatic stem cell lines  
Procured transplant-quality organs  
Decontamination and sterilization of equipment, glassware and laboratory from hazardous waste  
Maintain plants in a greenhouse environment and in the laboratory  
Prepared sample kits for clients  
Prepared various media and reagents for use in analysis  
Assisted with LIMS and database issues, such as development, input and output of data  
Analyzed large quantities of data using SAS and other statistical programs  
Accounts receivable- invoicing, process payments, deposits, reconcile accounts  
Procurement of equipment and consumables  
General office and sales experience

## TEACHING EXPERIENCE

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Assistant Instructor- Biosafety Level 3 Trainings, UCLA 2019-Present  
Instructor- Biological Safety Cabinet Training, UCLA 2016- 2020  
Instructor- Biosafety Level 2 Training, UCLA 2016-2020  
Instructor- Biosafety Level 2 with Level 3 Practices, UCLA 2016- 2020  
Instructor- Bloodborne Pathogens Training, UCLA 2016-2020  
Instructor- Medical Waste Management, UCLA 2016-2020  
Teaching Assistant/Instructor- Plant Disease Clinic Internship for Doctor of Plant Medicine and Graduate Students; All Semesters 2003 to 2014  
Invited Guest Lecturer, -CAFTA-PCR Training, National Health Laboratory, Guatemala, March 2011  
Invited Reviewer- Hort Technology, 2009  
Invited Guest Lecturer-CAFTA-El Salvador Laboratory Assessment, San Salvador, El Salvador, August 2009  
Invited Guest Lecturer-CAFTA-DR Peppers Mitigation Training, USAID/FHIA, La Lima, Honduras, September 2008  
Teaching Assistant- Mycology, Fall 2008, Fall 2010, Fall 2012  
Guest Lecturer -Plant Pathogen Diagnostics on PCR Techniques; Fall 2005- 2007  
Guest Lecturer-General Plant Pathology on virus inclusions and immunostrips; Fall 2007  
Invited Panelist- APS Caribbean Division Symposium on Soybean Rust; Cancun, Mexico, May 2007  
Invited Guest Lecturer- SAGARPA/Senasica Detection of Soybean Rust Workshop, Cancun, Mexico May 2007  
Instructor- Soybean Rust Diagnostics for Officials from the Mexican Government and Universities; Gainesville, FL March 2007  
Teaching Assistant- Plants, Plagues, People, and Power; Spring and Summer Semesters 2007  
Teaching Assistant- Molds, Mildews, Mushrooms and Man; Summer Semester 2007  
Instructor- Soybean Rust and Sudden Oak Death PCR and ELISA Training; Juana Diaz, Puerto Rico February 2006  
Instructor- Virus Inclusion Workshop; Gainesville, FL May 2006  
Teaching Assistant- HACCP course; Spring Semesters 2001 and 2002  
Teaching Assistant-Meat and Poultry Processing course; Spring Semesters 2000- 2002

## PUBLICATIONS, PRESENTATIONS, AND INVITED SPEAKER

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- Patel, J.S., **Vitoreli, A.M.**, Palmateer, A.J., El-Sayed, A., Norman, D., Goss, E., Brennan, M.J. and Ali, G.S. 2015. Characterization of *Phytophthora spp.* Isolated from Ornamental Plants in Florida. Plant Disease. PDIS-05-15-0598-RE
- Estevez de Jensen, C., Harmon, C.L., and **Vitoreli, A.** 2013. First Report of Soybean Rust in Puerto Rico. Plant Disease 97 10:1378 <http://dx.doi.org/10.1094/PDIS-01-13-0108-PDN>
- Nunez, G.H., Harmon, C.L., **Vitoreli, A.M.**, Darnell, R.L. and Olmstead, J.W. 2013. Friend or Foe? Bacterial Nitrate and Iron Reduction in the Roots and Rhizosphere of *Vaccinium corymbosum* and *Vaccinium arboretum*. (Poster Abstract and Oral Presentation) 2013 ASHS Annual Conference, Palm Desert, CA.
- Bibbs, C., **Vitoreli, A.**, Benny, G., Harmon, C. L., and Baldwin, R. 2013. Susceptibility of Adult Reproductive *Latrodectus geometricus* Koch (Araneae: Theridiidae) to a Mucorale. Florida Entomologist. 96(3):1052-1061. doi: <http://dx.doi.org/10.1653/024.096.0344>
- **Vitoreli, A.** (Presenter), Baker, C.A., and Harmon, C.L. 2011 *Alternanthera Mosaic Virus* identified in clock vine in Florida. Presented at 2011 APS Meeting, Phytopathology 101:S183.
- Estevez de Jensen, C., **Vitoreli, A.** and Roman, F. 2010. Citrus Greening in commercial orchards in Puerto Rico. Poster abstract, 2010 APS Meeting. Phytopathology 100:S34.
- Rodrigues, J.V., **Vitoreli, A.M.**, and Ramirez, A.L. 2010. Association of a phytoplasma with dieback in palms in Puerto Rico confirmed by nested-PCR assays. Poster abstract, 2010 APS Meeting. Phytopathology 100:S110.
- **Vitoreli, A.M.** (Presenter), Harmon, C.L., and Harmon, P.F. 2009. Development of a real-time PCR diagnostic protocol for Fusarium wilt of palm. Poster abstract and oral presentation, 2009 APS Meeting. Phytopathology 99:S135
- Harmon, C.L., Jones, J., Hodges, A., **Vitoreli, A.**, and Brown, R. 2009. The Southern Plant Diagnostic Network: Fourteen states and territories working to safeguard agriculture in the SE US and the Caribbean. Poster abstract, 2009 NPND Meeting, Miami, FL.
- **Vitoreli, A.**, Snover-Clift, K., Hammerschmidt, R., Harmon, C.L., Putnam, M., Shiel, P., Tidwell, T., Gaimari, S., Ruhl, G., and Smith, C. The National Plant Diagnostic Network STAR-D. Poster abstract, 2009 NPND Meeting, Miami, FL.
- **Vitoreli, A.**, Snover-Clift, K., May, S., Balbalian, C., Blunt, T., Byrne, J., Floyd, J., Gaimari, S., Garzon, C., Grantham, R., Hale, F., Levy, L., Hodges, A., O'Mara, J., Putnam, M., Rane, K., Ruhl, G., Shiel, P., Schrum, F., Tidwell, T., and Tiffany, M. 2009. The National Plant Diagnostic Network Diagnostics Subcommittee. Poster abstract, 2009 NPND Meeting, Miami, FL.
- **Vitoreli, A.**, Snover-Clift, K., Gregory, N., Barber, D., Coggeshall, A., Draper, M., Hill, M., Rane, K., Russell, V., Schwartzburg, K., Thomas, C., and Tidwell, T. 2009. The National Plant Diagnostic Network National Database Subcommittee. Poster abstract, 2009 NPND Meeting, Miami, FL.
- Harmon, C.L., Harmon, P.F., and **Vitoreli, A.M.** 2009. Building diagnostic capacity in Central America: A cooperative effort with the Southern Plant Diagnostic Network, USDA-FAS, and Ministries of Agriculture. Poster abstract, 2009 APS Meeting. Phytopathology 99:S51
- Gevens, A.J., Nequi, N., **Vitoreli, A.**, Marois, J., Wright, D., Harmon, C.L., and Harmon, P.F. 2008. First Report of Soybean Rust Caused by *Phakopsora pachyrhizi* on *Erythrina herbaceae* (Coral Bean). Plant Disease 92 10:1472 doi: 10.1094/PDIS-92-10-1472C
- Harmon, C. L., Keremane M.L., Schubert T.S., and **Vitoreli A.** 2007. Diagnostic and Detection Efforts: HLB (Citrus Greening) and the NPND. Poster abstract, 2007 NPND Meeting, Atlanta GA.
- Harmon, C. L., Schubert T.S., and **Vitoreli, A.** 2007. Preparation for Citrus Variegated Chlorosis: Diagnostics and the NPND. Poster abstract, 2007 NPND Meeting, Atlanta, GA.
- Jurick, W., Harmon, C.L., Marois, J., Wright, D., Lamour, K., **Vitoreli, A.**, Creswell, T., Hershman, D., Estevez, C., Kemerait, R., Balbalian, C., and Harmon, P.F. "A Comparative Analysis of Diagnostic Protocols for Detection of the Asian Soybean Rust Pathogen, *Phakopsora pachyrhizi*". 2007. Online Plant Health Progress doi:10.1094/PHP-2007-0531-01-RS.
- Bellin, C.A., **Benner, A.M.**, and Rao, P.S.C. The Impact of Microbial Biomass on Chemical Sorption and Transport. 1993. Presented to the American Society of Agronomy.

## PROFESSIONAL TRAINING

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UCI BSL-3 Researcher Training	UC Irvine	May 2019
FBI Academic Biosecurity Workshop	UC Riverside	September 2018
UCLA CERT Animal Response Training	UC Los Angeles	October 2018
UCI BSL-3 Operations and Maintenance II	UC Irvine	May 2018
UCI ANSI Z9.14 BSL-3 Ventilation Standard	UC Irvine	April 2018
ABSA Principles and Practices of Biosafety	ABSA	February 2018
UCLA Biological Risk Mitigation (BSL-3) Training	UC Los Angeles	January 2018
UCLA Community Emergency Response Training (CERT)	UC Los Angeles	October 2017
Sierra Rescue Wildlife First Aid	Sierra Rescue	June 2017
UCLA HAZWOPER 8-Hour Refresher Course	UC Los Angeles	April 2017
UCLA HAZWOPER 40-Hour Training Course	UC Los Angeles	October 2016
Root Cause, Corrective Actions & Management Reviews (ISO/IEC 17025)	SAI Global	November 2015
ISO/IEC 17025:2005, AOAC: 2015 and Laboratory Accreditation	SAI Global	September 2015
Food Safety Microbiology Short Course		May 2015
Bioinformatics Workshop	USDA-APHIS-PPQ-CPHST	March 2013
Potato Wart Workshop	USDA-APHIS-PPQ-CPHST	March 2013
4 <sup>th</sup> International Workshop on Oomycetes	USDA/University of Maryland	May 2012
Sweet Orange Scab/Citrus Leprosis/Citrus Black Spot Workshop	USDA-APHIS-PPQ-CPHST	March 2012
Choosing Appropriate Technologies for the Classroom Workshop	University of Florida	March 2012
Universal Plant Virus Microarray Workshop	USDA-ARS	November 2011
Quality Manager Auditor Training (ISO 17025)	SAI Global	September 2011
Quality Management System Training	USDA/NAHLN	April 2011
Diagnosticians Workshop	NPDN	May 2010
First Detector Training	NPDN	February 2010
<i>Phytophthora kernoviae</i> training	USDA-APHIS-PPQ-CPHST	March 2009
Laboratory QA/QC Course	UF Forensics Sciences	December 2008
<i>Ralstonia solanacearum</i> Race 3 Biovar 2 Training	USDA-APHIS-PPQ-CPHST	March 2008
<i>Cercospora</i> Workshop	Auburn University	October 2008
Fusarium Workshop	Kansas State University	June 2007
Comprehensive Phytopathogen Genome Resource Workshop	TIGR	March 2007
Ramorum Blight and Citrus Greening Training	USDA-APHIS-PPQ-CPHST	April 2006
Real-Time PCR Training	University of Kentucky	February 2006
HACCP Certification (Hazard Analysis Critical Control Point)	Alliance/University of Florida	May 2000
8 Hour HAZMAT Supervisor/Management Course	Safety Council	January 1995
40 Hour OSHA Health and Safety Course	Safety Council	February 1993
Radiation Safety Course	University of Florida	August 1992

## PROFESSIONAL AFFILIATIONS

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American Association for Laboratory Animal Science-Southern California Branch	2020 to 2021
American Society of Microbiology (ASM)	2020 to Present
American BioSafety Association International (ABSA)	2017 to Present
Bionet	2017 to Present
International Society of Arboriculture	2014 to 2016
NPDN STARD Accreditation Board	2014
American Society for Horticultural Sciences/Florida State Horticultural Society	2012 to 2016
APS Food Security Committee	2009 to 2018
NPDN Diagnostic Committee	2008 to 2014
NPDN Diagnostics Committee Chair	2010 to 2012
American Phytopathological Society (APS)	2007 to 2018
APS Caribbean Division	2007 to 2018
APS Mycology Committee	2007 to 2018
APS Southern Division	2007 to 2018
International Society for Mycotoxicology	2007 to Present
NPDN Lab Accreditation Committee	2007 to 2014
National/Southern Plant Diagnostic Network (N/SPDN)	2006 to 2014
NPDN National Database Committee	2006 to 2013
SPDN Diagnostics Committee	2006 to 2014
SPDN Diagnostics Committee Chair	2008 to 2013
SPDN Infrastructure Committee	2006
UF International Gourmet Association	2001 to 2002
Council for Agricultural Science & Technology	1995 to 2002
National Association of Groundwater Scientists & Engineers	1993 to 1995
Institute of Food Technologists	1991 to 2021



## Application Form

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### Profile

Jean M Schanberger  
First Name Middle Initial Last Name

[REDACTED]  
Email Address

[REDACTED] W Parkside Avenue  
Home Address Suite or Apt

Burbank CA 91506  
City State Postal Code

Mobile: [REDACTED]  
Primary Phone Alternate Phone

Del Monte Foods, Inc. Senior Corporate Counsel Attorney  
Employer Job Title Occupation

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

Park, Recreation and Community Services Board: Submitted  
Infrastructure Oversight Board: Submitted

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### Length of time as a Burbank Resident:

26 years

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### Burbank Registered Voter?

Yes  No

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### Interests & Experiences

Please tell us about yourself and why you want to serve.

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

---

Having served on the Sustainable Burbank Commission for 4 years, the past 1.5 years as vice-chair, it's been a privilege and amazing opportunity to be able to participate so directly in the governance of our City and work cross-functionally with staff and Council. I've learned a great deal during my term on the SBC and would like to continue my service to the City. I have a lifelong interest for the field now known as sustainability, which affects every aspect of the built environment (IOB) and open space (Parks & Rec). Through my long career as an attorney for various companies, I've had the opportunity to advise about legal and business aspects on a wide range of topics including electric vehicle charging infrastructure, biofuels, operations and facilities, corporate energy utilization structure and renewables, ESG, organic agriculture, and corporate social responsibility. In 2018 I completed the Burbank Master Recycler (Waste Warrior) program conducted by the Burbank Recycling Center staff, which included initiating a project to investigate potential utilization of horse manure in a compost program. As I continue to learn more about our City and the challenges it faces, I'd like to continue serving on a Board such as IOB or PRCS that helps to inform and affect the City's activities, priorities and decisions.

## Education

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Sustainability Program Certificate, UCLA Extension Executive Management Certificate, UCLA Anderson School Bachelor of Arts, UC Santa Barbara Juris Doctor, UC Davis King Hall School of Law

## Additional Pertinent Courses or Training

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Master Recycler (Waste Warrior) Program, City of Burbank Volunteers of Burbank Animal Shelter Training ("dog" track) McKinsey Academy Business Skills Courses Ongoing Continuing Legal Education Ongoing Sustainability Education, including Green building topics UC Riverside Turf Day 2022

## Other Pertinent Skills, Experience or Interests

---

Longtime Burbank Rancho homeowner, equestrian, pedestrian, dog owner, nature/outdoors and wildlife lover Seasoned corporate generalist/commercial contracts attorney with wide range of experience supporting company infrastructure and operations Real estate broker (inactive) Food utilization/sustainable farming practices

[Upload a Resume](#)

---

## Community Involvement

### Specify current or prior service on a City Board, Commission or Committee:

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July 2019 - present: Sustainable Burbank Commission (Vice-Chair since early 2022)

### List Community activities in which you are involved:

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Sustainable Burbank Commission Member Burbank Recycle Center Master Recycler/Waste Warrior Alumni Burbank Animal Shelter VBAS Volunteer (currently on inactive status)

**If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.**

---

N/A

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**Conflict of Interest**

**Conflict of Interest:**

**Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?**

Yes  No

**If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)**

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**AB 1234 Training**

The Board, Commission or Committee (collectively Board) you are seeking appointment to provides City reimbursement for attending trainings or conferences. Therefore, under State Law all members of the Board must receive at least two hours of ethic's training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

---

**First Choice**

**FIRST choice for Board/Commission/Committee appointment:**

Infrastructure Oversight Board

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

Please see answers above.

**What are your goals in serving on this Board/Commission/Committee?**

Support and guide appropriate use of Measure P funds for the purposes and scope the voters approved. Have a voice in Burbank's infrastructure decisions, priorities and investments, large and small. Contribute a broad range of sustainability perspectives to the IOB's work. For example, apply my SBC work on the GGRP plan update and upcoming Plastics ordinance to projects. Gain a better understanding of how different aspects of the City work. Continue to serve and give back to my City.

---

**Second Choice**

**SECOND choice for Board/Commission/Committee appointment:**

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Park, Recreation & Community Services Board

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position**

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Please see answers above. Horse owner since the age of 10. Dog owner all of my adult life. Former VBAS volunteer familiar with Animal Shelter. Spend as much time as possible in and high level of familiarity with City's parks, trails, and community facilities.

**What are your goals in serving on this Board/Commission/Committee?**

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Contribute to the many services provided to City residents through P&R's far reach and scope in bringing activity, health and joy to people and animals' lives. Have a voice in P&R's decisions, priorities and investments. Contribute a broad range of sustainability perspectives to the P&R work. For example, apply my SBC work on the GGRP plan update and upcoming Plastics ordinance to P&R facilities and projects. Gain a better understanding of how different aspects of the City work. Continue to serve and give back to my City.

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**Supplemental Questions**

Question applies to Infrastructure Oversight Board

**Please list your experience, knowledge and/or expertise with City infrastructure and affiliated processes and procedures for projects (both major and routine/regular) and maintenance.**

---

Completing 4-year term on Sustainable Burbank Commission has given me opportunity to learn cross-functionally about how the City operates and its varied operations to support its infrastructure. I've also been following City Council, IOB, Parks & Recreation, Library, and Planning Board activities closely for the past several years. Extensive experience regarding corporate infrastructure and operation including manufacturing facilities, capital expense budgeting, MRO, annual operating plans, contracts negotiation, administration and project management.

Question applies to Infrastructure Oversight Board

Please list your expertise and knowledge as it pertains to City infrastructure in any of the following areas (indicate which of the following apply and further explain each item below):

- Civil Engineering
- Architecture
- Project Management
- Urban Planning
- Traffic Engineering (including parking)
- Structures/Buildings
- Construction Management
- Budget/Financing
- Other related and pertinent experience

***(Please type your response in the comment box below)***

Architecture: keen interest. Studied in and after college. In UCLA Extension Sustainability Certificate Program, completed elective course in LEED and Green Design. Former residential real estate broker due to keen interest in residential housing and the way people experience it. Project management: considerable corporate legal and business experience. Personal and family home renovations budgeting and project management. Structures/Buildings: 6 years as a (former) residential real estate broker. Please also see Architecture and personal home notes. Construction Management: contracts, personal home renovations, indirectly involved in facilities Capex project management through my work. Budget/Financing: department budgets through my work, outside counsel management, home budget management and financial planning.

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## **Acknowledgement**

### **Acknowledgment No. 1 - General**

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I Agree

Jean Schanberger \* Burbank, CA \* [REDACTED]

[LinkedIn Profile](#)

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## Professional Experience

### **Del Monte Foods, Inc., Walnut Creek, CA (2022-present) Senior Corporate Counsel**

- Primary commercial lawyer supporting all aspects of “seed to shelf” contracts and legal advice for privately held iconic international packaged food products company’s procurement, facilities, ESG, infrastructure, headquarters, sales, marketing, operations, and field services teams and initiatives.

**Axiom Law, New York, NY** (leading alternative legal services provider of seconded talent to corporate legal departments) **(2008-2022) Attorney**. Seconded client engagements included:

- **Chan Zuckerberg Initiative, Redwood City, CA (2018-2021) Commercial Contracts Attorney**
  - First member of Axiom’s Commercial Contracts team supporting contracts in high visibility privately held philanthropic technology organization. Ultimately led Axiom team of 6 attorneys.
  - Responsible for negotiating and completing contracts supporting CZI’s Science, Education and Community philanthropic missions and grantee support programs.
  - Lead commercial attorney for Science initiatives. Coordinated with CZI Foundation Counsel and Grants Counsel for client’s tax-exempt compliance relevant to commercial contracts.
  - Inhouse client team liaison during Director of Commercial Contracts’ 6-month LOA.
  - Representative matters include philanthropic teaming agreements, corporate infrastructure contracts, consulting/vendor/independent contractor services agreements, software license/SaaS, sponsorships, and events.
- **Clif Bar & Company, Emeryville, CA (2018-2021) Commercial Contracts Attorney**
  - Provided legal services to international organic energy food manufacturer and marketer.
  - Representative matters included manufacturing and co-packing agreements, wholesale and retail product distribution agreements, sponsorship agreements, and service contracts.
- **PetSmart, Inc., Phoenix, AZ (2013-2019) Commercial Contracts Attorney**
  - Provided broad range of legal services and commercial contracts negotiation to major pet products and services retailer and PetSmart Charities, its non-profit animal welfare subsidiary.
  - Business operations supported included charitable and grant programs, procurement, store operations, marketing, energy, corporate infrastructure, information services and data security, product merchandising and strategic planning.
- **Intel, Portland, OR (2014-2015) Retail Attorney**
  - Negotiated retail distribution agreements and various commercial contracts for technology start-up marketing consumer digital fitness tracker devices.
- **Ceres, Inc., Thousand Oaks, CA (2011-2012) Commercial Contracts Attorney**
  - Served in acting Senior Counsel capacity to support pre- and post-IPO energy crop biotechnology start-up. Performed legal services for technology acquisition, business development and operations functions. Supported launch of proprietary genomic analysis SaaS and international sales expansion and marketing programs.
  - Negotiated a wide variety of technology and operations agreements, inbound and outbound materials licenses, institutional and academic research sponsorships.
- **AeroVironment, Inc., Monrovia, CA (2008-2011) Commercial Contracts Attorney**
  - Provided primary legal project management to all aspects of company’s new business launch and growth of commercial and consumer electric vehicle (EV) chargers and installation.
  - Supported EV charger business infrastructure, including sales, supply chain management, risk management, consumer protection, regulatory compliance, trademarks, and marketing.

Jean Schanberger

**Residential Real Estate Broker, Burbank and surrounding areas (2003-2008) *Broker-Associate***

- Ramsey-Shilling Associates, Toluca Lake, CA: Residential sales and leasing broker-associate
- Keller Williams, Studio City, CA: Sales Leadership Team, residential sales and leasing broker-associate

**Levi Strauss & Co., San Francisco, CA (1996-2003) *Assistant/Associate General Counsel***

- Primary attorney and legal business partner for Levi's® and Dockers® brand management, U.S. sales organization, brand marketing, launch of U.S. and Canadian e-commerce, branded retail stores, and branded accessory licensing programs. Member of client leadership teams.
- Led U.S. antitrust strategic legal work and the company's international distribution legal group.
- Legal coordinator for development of domestic and international retail account policies and practices, distribution policies, retail pricing and advertising programs.
- Negotiated significant new retail customer relationships and retail store operator strategic alliance agreements, managed account terminations and related litigation.
- Managed and mentored paraprofessionals supporting retail and consumer advertising, marketing alliances, sponsorships, sweepstakes and promotions, consumer protection and privacy matters.

**Teledyne, Inc., Los Angeles, CA (1990-1996) *Counsel/Senior Counsel***

- Negotiated commercial contracts, leases, licenses, divestiture and financing project agreements.
- Assisted with ongoing securities reporting, antitrust compliance, and regulatory agency responses.
- Supervised outside counsel in all aspects of 2,500+ commercial litigation, trademark, employment, products and general liability matters. Implemented alternative dispute resolution process.

**Hufstедler, Kaus & Ettinger, Newport Beach, CA (1988-1990) *Associate***

- Sole associate in 5-partner office. Gained extensive hands-on experience representing major corporations and small businesses in all aspects of business litigation and appellate matters.

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**Education**

**Sustainability Certificate (Environmental Studies, with distinction)** UCLA Extension 2020  
**Executive Management Certificate** UCLA Anderson School of Business 1999  
**Juris Doctor (Moot Court Honors Board, Jessup Moot Court Team)** UC Davis King Hall 1988  
**Bachelor of Arts, Liberal Studies** UC Santa Barbara 1985

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**Selected Affiliations & Activities**

- California State Bar Member 1988 - *present*
- Sustainable Burbank Commission Commissioner 2019 – *present*, Co-Chair 2022 - *present*
- City of Burbank Master Recycler/Waste Warriors Volunteer Program Participant 2018 – *present*
- Volunteers of Burbank Animal Shelter Volunteer 2018-2019
- Burbank Rancho Preservation groups to retain community equestrian spaces 1997 - *present*
- Cleveland Bay Horse Society of North America Member 2008 - *present*, Board of Directors member 2010 – 2012
- Burbank Association of Realtors Member 2003 - 2007
- California Real Estate Broker's License 2003 – 2019

## Application Form

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### Profile

Myeisha

First Name

Peguero Gamiño

Middle Initial

Last Name

[REDACTED]  
Email Address

[REDACTED] North Lima Street

Home Address

Suite or Apt

Burbank

City

CA

State

91505

Postal Code

Mobile: [REDACTED]

Primary Phone

Home: [REDACTED]

Alternate Phone

Pacific Clinics

Employer

Chief Communications Officer

Job Title

Non-Profit Executive

Occupation

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

Park, Recreation and Community Services Board: Submitted

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### Length of time as a Burbank Resident:

11 years

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### Burbank Registered Voter?

Yes  No

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### Interests & Experiences

Please tell us about yourself and why you want to serve.

---

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

Over the past years, our community has faced multiple challenges, and our resilience has inspired me. I would like to continue serving as commissioner to apply my unique experiences to understand, support and advocate for essential community-based programs and safe, clean green space that will enrich and uplift our city and residents.

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### Education

\* Master's degree: Azusa Pacific University \* Bachelor's degree: Scripps College



## Additional Pertinent Courses or Training

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\* Post-MBA, Finance: University of the West \* Board Leadership Training: African American Board Leadership Institute

## Other Pertinent Skills, Experience or Interests

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I have over two decades of experience working and volunteering in the community, managing philanthropy, community engagement, volunteerism, communications, public affairs and government relations at an executive level.

Upload a Resume

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## Community Involvement

### Specify current or prior service on a City Board, Commission or Committee:

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- Park, Recreation and Community Services Board (2019-Present), current chair/member, current Arts in Public Spaces Committee liaison - Sustainable Burbank Commission (2015-2019), member/vice-chair, Green Spotlight Award recipient (2019)

### List Community activities in which you are involved:

---

- Boys and Girls Clubs of Metro Los Angeles - Board Member - African American Board Leadership Institute - Board Member - Volunteer (various organizations, including Girl Scouts)

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

---

N/A

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## Conflict of Interest

### Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

---

Yes  No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

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N/A

## **AB 1234 Training**

The Board, Commission or Committee (collectively Board) you are seeking appointment to provides City reimbursement for attending trainings or conferences. Therefore, under State Law all members of the Board must receive at least two hours of ethic's training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

---

### **First Choice**

**FIRST choice for Board/Commission/Committee appointment:**

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Park, Recreation and Community Services Board

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

---

I have been fortunate to have had many opportunities to apply my knowledge, experience and hands-on learning to serve the City of Burbank. As a current member and chair of the Parks, Recreation and Community Services board, I have had the pleasure of applying my unique skills and experiences to serve the Council while gaining firsthand knowledge to contribute to the development and sustainability of the City's high-quality public spaces. This vital work supporting the City is part of my long-term commitment to serve. For over two decades, I have partnered with teams, municipalities and nonprofit organizations to resolve some of the most pressing challenges across the nation, including, but not limited to, creating green space and sustainable projects, housing, jobs and educational programs. These experiences allowed me to collaborate to advance shared missions that help communities. Locally, I have appreciated the opportunity to advise and support our highly-skilled Parks and Recreation Department with many diverse, innovative and engaging programs that promote a healthy Burbank for residents of all ages. I would be honored to continue to apply my passion, skills and experiences to continue serving as a commission member and advancing this important work.

**What are your goals in serving on this Board/Commission/Committee?**

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As a commissioner, my goals are to support the development of local programming and policies that sustain and grow Burbank's residents through enriching, safe and clean public spaces and programs that support the well-being of our community. The COVID-19 pandemic disrupted community life and underscored the importance of public spaces supporting our community's social, mental and physical well-being. According to a study by the University of California, Los Angeles, "Nearby parks are crucial for the health and well-being of surrounding communities, including young people." Serving and supporting Burbank and this essential life-affirming work has been a privilege. I look forward to accomplishing the goals referenced above by uplifting and supporting our community.

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### **Second Choice**

**SECOND choice for Board/Commission/Committee appointment:**

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**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position**

---

What are your goals in serving on this Board/Commission/Committee?

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### Supplemental Questions

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### Acknowledgement

#### Acknowledgment No. 1 - General

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I Agree

# MYEISHA PEGUERO GAMIÑO

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## Biography



Myeisha Peguero Gamiño is an accomplished social impact executive with over 20 years of experience positively impacting communities through philanthropy, volunteerism, social responsibility, government relations and communications.

Her experiences include serving as chief communications officer for Pacific Clinics, the largest non-profit community-based behavioral health provider. Prior experience includes executive- and senior-level roles at Kroger, JPMorgan Chase & Co. and Comerica.

At Kroger, she was director of corporate affairs and government relations. She built the Ralphs Division's first philanthropic and volunteer plan. As part of JPMorgan Chase & Co.'s Corporate Responsibility team, she developed and executed the global philanthropic plan in Southern California and was responsible for community and government affairs.

Gamiño served as an adjunct professor at Azusa Pacific University, where she developed and taught graduate-level diversity management curriculum for the School of Business and Management.

An active volunteer, Gamiño has received awards for service, including Excellence in Partnership from Neighborhood Housing Services of the Inland Empire, NCredible Business Executive from the Nick Cannon Foundation, the Community Service Award from the Greater Los Angeles African American Chamber of Commerce, and recognition from the City of Los Angeles for receiving the Phenomenal Woman honor from the Greater Los Angeles YWCA.

Appointed by Burbank City Council, Gamiño is chair of the municipality's Park, Recreation and Community Services Board and previously served on the Sustainability Commission. She is active on the Boys & Girls Clubs of Metro Los Angeles and the African American Board Leadership Institute boards.

Gamiño holds a bachelor's from Scripps College and a master's from Azusa Pacific University. She is a graduate of the University of the West's post-masters in business administration program with an emphasis in finance.

## Application Form

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### Profile

Adrine

First Name

Der-Tavitian

Last Name

Middle Initial

████████████████████  
Email Address

██████ N Reese Pl

Home Address

Suite or Apt

Burbank

City

CA

State

91506

Postal Code

Mobile: ██████████

Primary Phone

Alternate Phone

Self

Employer

Stay at home mom

Job Title

Stay at home mom

Occupation

---

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

Park, Recreation and Community Services Board: Submitted

Sustainable Burbank Commission: Submitted

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### Length of time as a Burbank Resident:

2 years

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### Burbank Registered Voter?

Yes  No

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### Interests & Experiences

Please tell us about yourself and why you want to serve.

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

---

Hello, my name is Adrine Der-Tavitian and my family and I moved to Burbank about two years ago. In January, I decided to take a career break to become a stay at home mom to my 1.5 year old son. I've spent my career working in philanthropy and education. Most recently, I was a Senior Manager at the UCLA Anderson School of Management where I led a diverse array of programming for students, alumni and broader members of the community. Prior to Anderson, I managed relationships and fundraising efforts for the California Community Foundation and Liberty Hill Foundation. I am interested in serving on the Park, Recreation and Community Services Board or Sustainable Burbank Commission because I absolutely love living in Burbank and want to be more involved with the community here. In my short two years here, I've found Burbank to be a very friendly city with a deep sense of community. As a mother of a young child, I have found myself using many of the parks and recs facilities with my son and have seen firsthand how these programs are vital for families. I think I would bring a helpful perspective to the Board and hope to serve as a voice for other families. I have also always had an interest in government and public service. I majored in political science in college and spent a summer interning for Congressman Adam Schiff in Washington, D.C.

## Education

---

I am a double Bruin, having received an MBA with a specialization in Social Impact from the UCLA Anderson School of Management in 2018 and a B.A. from UCLA with a double major in Political Science and International Development Studies in 2009.

## Additional Pertinent Courses or Training

---

## Other Pertinent Skills, Experience or Interests

---

Upload a Resume

---

## Community Involvement

### Specify current or prior service on a City Board, Commission or Committee:

---

I have not previously served on a City Board, Commission or Committee.

### List Community activities in which you are involved:

---

I am a member of MAEVE's Burbank Chapter. MAEVE is a non-profit organization that brings together mothers in the community to support one another and be each other's village. The organization was voted myBurbank's best non-profit this year. It's composed of an amazing group of mothers who come together for community service projects, weekly play dates at Burbank parks, educational programs and much more.

**If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.**

---

N/A

---

## Conflict of Interest

### Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

Yes  No

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## AB 1234 Training

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---

## First Choice

### FIRST choice for Board/Commission/Committee appointment:

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Park, Recreation and Community Services Board

### Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

---

I believe that both my educational and career background would serve me well on the Board. My background in political science will help me navigate the procedural aspects of the Board, while my MBA will help me evaluate any proposals that have budgetary implications. I've also spent my entire career working in the non-profit and public sector, where I've worked closely with community groups and a variety of stakeholders to implement programs. I've found that it takes great listening skills and a collaborative attitude to successfully bring people together to achieve a common goal. I think these skills would serve me well on the Board. I also believe that my participation in MAEVE would be helpful for the role because so many of the members utilize the parks and rec facilities and programs, and they would be a great source of feedback.

### What are your goals in serving on this Board/Commission/Committee?

---

My goal for serving on the Board is to simply give back to the community and be helpful to the City Council. As someone that will be living in Burbank for many years to come, I would love to help Burbank continue to be a wonderful place to live.

Adrine Der-Tavitian

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## Second Choice

### SECOND choice for Board/Commission/Committee appointment:

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Sustainable Burbank Commission

### Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

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I believe that the same qualifications that I listed for the Park, Recreation and Community Services Board would also be relevant for the Sustainable Burbank Commission. I would add that while working at UCLA Anderson, I undertook a strategic planning project for programming that involved climate change and sustainable finance. Sustainability was top of mind for us at the business school and informed many of the events and educational programs that we developed.

### What are your goals in serving on this Board/Commission/Committee?

---

My goal for serving on the Commission is to simply give back to the community and be helpful to the City Council. As someone that will be living in Burbank for many years to come, I would love to help Burbank continue to be a wonderful place to live.

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## Supplemental Questions

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## Acknowledgement

### Acknowledgment No. 1 - General

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I Agree



# ADRINE DER-TAVITIAN

[www.linkedin.com/in/adrine-der-tavitian](http://www.linkedin.com/in/adrine-der-tavitian)

## PROFESSIONAL EXPERIENCE

---

### UCLA ANDERSON SCHOOL OF MANAGEMENT, FINK CENTER FOR FINANCE

Los Angeles, CA

*Senior Manager of Programs & Operations*

September 2020 - January 2023

*Program Manager*

October 2018 - September 2020

Academic center endowed by Larry Fink, Chairman and CEO of BlackRock, dedicated to the research and practice of finance

- Managed all programs and the day-to-day operations for the center, including: a merit-based mentorship program for students, a national credit pitch competition, large-scale conferences, and speaker events
- Oversaw a comprehensive strategic planning process for the center which resulted in new programmatic initiatives
- Developed partnerships with leading investment management firms, peer educational institutions and key stakeholders
- Direct supervisor to the Assistant Program Manager and undergraduate student workers

### CALIFORNIA COMMUNITY FOUNDATION (CCF)

Los Angeles, CA

*Donor Relations Project Manager*

March 2015 - September 2017

Fourth largest community foundation in the U.S. with assets totaling \$1.5 billion and \$150 million in annual grantmaking

- Managed the relationship with one of CCF's largest and most active client accounts, The Leonardo DiCaprio Foundation. Served as a thought partner to the client and assisted in the execution of 3 cycles of an international fundraising gala and auction that raised a combined \$115 million.
- Developed the internal project structure and led a cross-functional team of 8 to reach consensus around key decisions
- Represented CCF's interests and fiduciary responsibilities during complex and sensitive negotiations with high profile artists and celebrities. Ensured that all project deliverables were completed on-time despite tight deadlines by anticipating competing stakeholder interests and diplomatically managing expectations.
- Maintained financial control and oversight of the project by developing financial reports to track key event metrics. Conducted cost-benefit analysis after each cycle and produced strategic recommendations to increase ROI and efficiency.

### LIBERTY HILL FOUNDATION

Los Angeles, CA

*Development Manager*

September 2013 – March 2015

*Development Associate*

January 2013 – September 2013

*Development Assistant*

January 2012 – January 2013

*Social justice focused public foundation working to advance environmental justice, racial and economic justice and LGBTQ rights*

- Developed cultivation and solicitation strategies for over 200 high net worth supporters and strategic allies who contributed between \$1,200 and \$50,000 annually
- Project lead on 3 annual stewardship events for major donors that consistently exceeded event participation goals
- Filled a leadership vacuum after the departure of three senior development colleagues during the busiest time of the year. Volunteered to assume responsibility for all ongoing campaigns and ensured that fiscal year revenue goals were met.
- Supervised the Development Assistant, volunteers and department interns.

## EDUCATION

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### UCLA ANDERSON SCHOOL OF MANAGEMENT

Los Angeles, CA

*Master of Business Administration, Fully Employed Program, Specialization in Social Impact*

June 2018

### UCLA COLLEGE OF LETTERS AND SCIENCE

Los Angeles, CA

*Double Bachelor of Arts, International Development Studies and Political Science*

June 2009

*Honors: Cum Laude, Dean's Honors List*

## ADDITIONAL

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*Internships and Volunteer Experience:*

- Board Connections at Anderson: Member of the steering committee. (Los Angeles, CA 2023 - present)
- Emerging Practitioners in Philanthropy: Member of steering committee. (Los Angeles, CA 2012 – 2015)
- Birthright Armenia: Volunteer fellow that co-founded a non-profit organization that provides economic development opportunities for rural women; conducted research on gender-based violence for a think tank. (Yerevan, Armenia 2010)
- United States House of Representatives: Intern for Congressman Adam B. Schiff. (Washington, D.C. Summer 2008)

*Technical Skills:* Microsoft Suite, Salesforce, Blackbaud Suite (Raiser's Edge, Granted GE, Financial Edge, NetCommunity)

*Interests:* Award-winning competitive college speech and debater, long distance runner (finished LA Marathon)

## Application Form

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### Profile

Michael G. DePalo  
First Name Middle Initial Last Name

[REDACTED]  
Email Address

[REDACTED] W. Victory Blvd. [REDACTED]  
Home Address Suite or Apt

Burbank CA 91505  
City State Postal Code

Home: [REDACTED] Home: [REDACTED]  
Primary Phone Alternate Phone

Retired Recreation Supervisor City of Burbank Park and Recreation Department  
Employer Job Title Occupation

---

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

Park, Recreation and Community Services Board: Submitted

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### Length of time as a Burbank Resident:

67 years

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### Burbank Registered Voter?

Yes  No

---

### Interests & Experiences

Please tell us about yourself and why you want to serve.

---

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

I am very interested in serving on the Burbank Park and Recreation Board because I have a lot of experience as a participant, Coach, employee, and several years as a Burbank Park and Recreation Board member. I feel this experience along with my passion to serve will qualify me to be a board member if I am fortunate enough to be appointed

---

### Education

Bachelor of Science Degree in Recreation Administration from CSUN, February, 1969

## Additional Pertinent Courses or Training

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I have over 60 years of experience as a participant, Coach, 41 1/2 years of employment, and over 15 years of volunteering with the City Of Burbank, veterans affairs, Coaching cross country, and serving on the Burbank Park and Recreation Board for over 11 years.

## Other Pertinent Skills, Experience or Interests

---

I have vast experience in serving others and my experience with the Burbank Park and Recreation Department for several years benefits my ability to working with the public, working with park and recreation staff and the Burbank City Council.

---

Upload a Resume

---

## Community Involvement

### Specify current or prior service on a City Board, Commission or Committee:

---

I served almost three terms on the Burbank Park and Recreation Board 2010-2011.

### List Community activities in which you are involved:

---

I am currently serving my 33rd year as Chair of the city of Burbank Veterans Committee; I am currently Captain at the Burbank VFW 8310, where we assist veterans and their families. I also deliver meals to seniors for the City of Burbank home-delivered meals program.

**If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.**

---

N/A

---

## Conflict of Interest

### Conflict of Interest:

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Yes  No

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## **AB 1234 Training**

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---

### **First Choice**

**FIRST choice for Board/Commission/Committee appointment:**

City of Burbank Park and Recreation Board

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

I am a retired City of Burbank Park and Recreation Department employee where I served for 41 1/2 years administering recreational programs for ages pre-school through senior adults. I have over 15 years of volunteering experience, including serving on the City of Burbank Park and Recreation Board. And, I have extensive experience in working with volunteers, city staff, and members of Burbank City Council.

**What are your goals in serving on this Board/Commission/Committee?**

My goals are to work diligently with my colleagues on the board and city staff to provide our residents with the best in programming and to keep our parks safe and beautiful.

---

### **Second Choice**

**SECOND choice for Board/Commission/Committee appointment:**

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position**

**What are your goals in serving on this Board/Commission/Committee?**

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### **Supplemental Questions**

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### **Acknowledgement**

**Acknowledgment No. 1 - General**

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I Agree

## Application Form

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### Profile

Andre O Dionysian  
First Name Middle Initial Last Name

[REDACTED]  
Email Address

[REDACTED] E. Harvard Rd.  
Home Address Suite or Apt

Burbank CA 91501  
City State Postal Code

Mobile: [REDACTED] Home: [REDACTED]  
Primary Phone Alternate Phone

Pasadena City College Student Full-Time Student  
Employer Job Title Occupation

---

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

Park, Recreation and Community Services Board: Submitted  
Transportation Commission: Submitted

---

### Length of time as a Burbank Resident:

16 years

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### Burbank Registered Voter?

Yes  No

---

### Interests & Experiences

Please tell us about yourself and why you want to serve.

---

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

This is the community I was raised in. I benefited immensely from city services overseen by these boards and commissions. It's important to me to have this opportunity to give back to the community which has given me so much. And in the long term, I'd like to play a role in making these city services more accessible and robust for the next generation.

---

### Education

NAF Engineering Academy at Burbank High School 2017-2021 Economics Major at Pasadena City College

## Additional Pertinent Courses or Training

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Expired S/P2 Construction Certification, which gave me a better understanding of construction/development/regulatory processes.

## Other Pertinent Skills, Experience or Interests

---

I run a local nonprofit working to get young people involved in government and public service. This has given me extensive experience in teamwork and relationship building. I am also a member of the Burbank Pride organizing committee, the Burbank Armenian Association, and Vice President of the PCC Armenian Students' Association.

Upload a Resume

---

## Community Involvement

**Specify current or prior service on a City Board, Commission or Committee:**

---

None

**List Community activities in which you are involved:**

---

I currently run an unincorporated non-profit working to engage young people in government and politics. We're based in Burbank and the majority of our work revolves around educating and encouraging young voting-age people in Burbank and the LA area. I am also a member of the Burbank Pride organizing committee, the Burbank Armenian Association, and Vice President of the PCC Armenian Students' Association. And I spend time attending public meetings, such as BOE and Burbank Council, taking notes, and seeking to better understand the processes behind local governance. I treat it as though it was another lecture I attend for school, observing these proceedings as first-hand education of the highest quality. This consists of doing research beyond the public meetings, and spending several hours a week dedicated to absorbing and learning the context behind the issues and decisions which local governing bodies make.

**If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.**

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N/A

---

## Conflict of Interest

**Conflict of Interest:**

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---

Yes  No

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---

## **First Choice**

**FIRST choice for Board/Commission/Committee appointment:**

---

Transportation

**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.**

---

I am a transit advocate, having spent considerable time studying transit policies and their impacts on communities. For my personal mobility, I am very multi-modal. I take several different forms of transit on a daily basis to commute to school and get around town. The issues put before this commission are deeply personal to me, as I will be among the users of almost any transportation services in and around Burbank.

**What are your goals in serving on this Board/Commission/Committee?**

---

I wish to push Burbank towards a more green, walkable, and human-focused future. Transportation policy is central to the development of a healthy community in Burbank and I would work to accelerate the council's transit priorities and help increase the quality of life for residents. Among the smaller, immediate projects I'd advocate for would be ensuring that all bus stops in the city meet modern ADA standards (many do not), and that they incorporate shade, seating, and landscaping to provide for a more comfortable experience for residents. I would advocate for the transportation commission to push for this issue to see prioritization on the IOB's CIP projects list. In the near-to-long term, I would like to support the council's goals to provide non-automobile transportation alternatives for the many new developments coming to the city of Burbank, eliminating added traffic and contributing to a lower cost of living for low-income residents. This should be done not only by cooperating with LA Metro and other partners, but by strengthening Burbank Bus and offering more and more in-demand routes.

---

## **Second Choice**

**SECOND choice for Board/Commission/Committee appointment:**

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Parks and Recreation



**Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position**

---

Growing up in Burbank, I have deeply benefited from the Parks and Rec. Dept.'s services. Recreation classes, events reservations, public amenities, and hiking trails have all played a crucial role in my life and have served me, my family, and my community well. So my experience is firsthand as a user of these services.

**What are your goals in serving on this Board/Commission/Committee?**

---

As the city of Burbank grows and evolves, so must the Parks and Recreation dept.'s services. Among my goals would be to aggressively increase the amount of trees, plantlife, and landscaping on city sidewalks. There are far too many roads in Burbank with far too few trees and by extension shade. The dept.'s forestry services should be granted the resources and direction to expand it's tree-planting programs. In particular, as a part of vision zero, the city could put medians in unutilized stretches of protected tuning lanes (such as on Hollywood Way), which Forestry could then use to plant trees on, extending shade from sidewalks onto the road itself. Additionally, parks and rec's classes offered should expand to include life skills for young adults, often not taught in our schools, such as personal finance. In this example, such a class could encourage better personal habits and fiscal responsibility as a way to help young people navigate the increasingly high cost of living in Burbank and the state as a whole. These are just some examples, but my aim is to demonstrate my belief in a whole-of-community approach to Parks and Rec's services. It's my firm belief that through intelligent park policies, we can continue to make Burbank a better place to live for residents of all ages and all walks of life.

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**Supplemental Questions**

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**Acknowledgement**

**Acknowledgment No. 1 - General**

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I Agree

# Andre Dionysian



[Redacted]



[Redacted]



[linkedin.com/in/andredionysian](https://www.linkedin.com/in/andredionysian)



<https://andre.dionysian.us>

## Experience



### Committee Member

Burbank Pride

Jun 2022 - Present (1 year)



### Board Member

Burbank Armenian Association

Aug 2022 - Present (10 months)

Local grassroots organization with community members passionate about the involvement of Armenians in the City of Burbank.



### ASA - Vice President

Pasadena City College

Apr 2023 - Present (2 months)

Serving as PCC's Armenian Students' Association Vice President



### Marketing Consultant

MatchCraft

Apr 2022 - Present (1 year 2 months)



### President

Civic Duty Media

Aug 2021 - Present (1 year 10 months)



### ASA - Director Of External Relations

Pasadena City College

May 2022 - May 2023 (1 year 1 month)

Serving as PCC's Armenian Student Association's Director of External Relations



### Associate Justice of ASPCC Supreme Council

Pasadena City College

Mar 2022 - May 2022 (3 months)

Serving as an Associate Justice on the ASPCC Supreme Council



### Founding President

Burbank Student Alliance

May 2020 - May 2021 (1 year 1 month)



### **Intern**

Rebecca Parson 2020

Jun 2020 - Aug 2020 (3 months)

Intern - Communications Team & Phonebanking



### **STEM Mentor**

Project Teens Teach

Jun 2020 - Jul 2020 (2 months)

I lead weekly online classes for students from 1st-6th grade on block coding, using <https://scratch.mit.edu>

## **Education**



### **Pasadena City College**

Economics

Aug 2021 - Present



### **Burbank High School**

High School Diploma, Engineering

Aug 2017 - May 2021

## **Licenses & Certifications**



### **The Arduino Platform and C Programming - Coursera**

636NYPZSUR33



### **S/P2 Construction - S/P2 Training**

Issued Sep 2019 - Expires Sep 2020

87785290

## **Honors & Awards**



### **Faculty Excellence Award - BHS Journalism Dept.**

May 2021

Faculty Excellence Award for Journalism. Earned for my leadership of the student newspaper.