

Planning Board

Application Form

Profile

Prefix

Christopher
First Name

J.
Middle Initial

Rizzotti
Last Name

Email Address

Home Address

Bob Hope Dr.

Suite or Apt

Burbank
City

CA
State

91505
Postal Code

Mobile: _____
Primary Phone

Alternate Phone

Self
Employer

CEO-Small Business Owner
Job Title

Realtor
Occupation

Which Boards would you like to apply for?

Planning Board: Submitted

Length of time as a Burbank Resident:

Since 1967

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 have served 2 terms on the Planning Board. I love being involved helping shape our community. I have lived in Burbank all my life and its amazing to see where the City of Burbank was, where it is currently and where it will be in the future. I think it is an important responsibility and have not missed a meeting in 8 years

Education

University of La Verne BS in Business Administration 1987

Additional Pertinent Courses or Training

Real Estate Broker Notary Senior Resident Advisor

Other Pertinent Skills, Experience or Interests

I think my job as a real estate broker and training helps a great deal with items that come before the Planning Board, from residential uses to commercial uses, and land use issues, I have had a lot of experience and training in these areas Also, I feel that being a life long resident and a lot of experience in the community helps with real life applications.

Upload a Resume

Community Involvement

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

I have served 2 terms as a member of the Planning Board. 1 Term on the Disaster Council

List Community activities in which you are involved:

Providence Saint Joseph Medical Center Board of Governors Foundation, also committee member for new emergency room Providence Saint Joseph Medical Center Covid Relief Recipient of the Cunningham Community Service Award Burbank YMCA Board Burbank Police Foundation Core Team Member Measure S School Board Bond Burbank Association of Realtors Community Service Foundation President Burbank Family Promise

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

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.)

AB 1234 Training

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Planning 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 served 2 terms on the Planning Board and have never missed a meeting in 8 years. I think my job as a real estate broker and training helps a great deal with items that come before the Planning Board, from residential uses to commercial uses, and land use issues, I have had a lot of experience and training in these areas Also, I feel that being a life long resident and a lot of experience in the community helps with real life applications and understanding the community make up.

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

My goal to represent the community, serve my community, listen, give in put to staff that would be helpful to all.

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?

Supplemental Questions

Christopher J. Rizzotti

Acknowledgement

Please Agree with the Following Statement

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I Agree

2020- City of Burbank Planning Board

- Providence Saint Joseph Medical Center Board of Governors Foundation
- Providence Saint Joseph Medical Center Burbank Emergency Room Committee
- Titan Award Recipient for Production
- Volunteer Saint Joseph Medical Center Covid Response

2019- City of Burbank Planning Board Chair

- Providence Saint Joseph Medical Center Board of Governors Foundation
- Providence Saint Joseph Medical Center Burbank Emergency Room Committee
- Voted Burbank's Best Real Estate Co.
- Titan Award Recipient for Production

2018- City of Burbank Planning Board Chair

- Providence Saint Joseph Medical Center Burbank Emergency Room Committee
- Voted Burbank's Best Real Estate Co.
- Platinum Award Recipient for Production
- Hall of Fame Award Recipient for Production

2017 – City of Burbank Planning Board Chair

- Recipient of the Cunningham Community Service Award
- Providence Saint Joseph Medical Center Burbank Emergency Room Committee
- Voted Burbank's Best Real Estate Co.
- Platinum Award Recipient for Production

2016 - City of Burbank Planning Board

- Voted Burbank's Best Real Estate Co.

2015 – City of Burbank Planning Board Chair

- Burbank YMCA Operations Committee

2014 - City of Burbank Planning Board Vice Chair

- Burbank YMCA Operations Committee
- Burbank Police Foundation- Hoof & Woof Committee

2013

- Past President, Burbank Association Realtor®
- Burbank Association Realtor® of the Year
- President, Burbank Association of Realtors® Community Service Foundation
- Director, California Association of Realtors®
- Core Team. Measure S Campaign for Burbank Schools,
- City of Burbank Planning Board
- Burbank YMCA Operations Committee

- Burbank Police Foundation- Hoof & Woof Committee

2012

- President, Burbank Association of Realtors®
- Director, California Association of Realtors®
- Standard Forms/Contract Committee, California Association of Realtors®
- Burbank YMCA Operations Committee

2011

- Vice-President, Burbank Association of Realtors®
- Director, California Association of Realtors®
- Standard Forms/Contract Committee, California Association of Realtors®
- Burbank YMCA Operations Committee

2010

- Director, California Association of Realtors®
- Director, Burbank Association of Realtors®

2009

- Director, California Association of Realtors®
- Director, Burbank Association of Realtors®
- City of Burbank Leadership Program Graduate

2008

- Ewing & Associates Estate Agents
- Burbank Association of Realtors® Board of Directors
- Burbank Association of Realtors® Education Committee

2007

- Ewing & Associates Estate Agents
- Burbank Association of Realtors® Board of Directors
-

2006

- Ewing & Associates Estate Agents

- Coldwell Banker International President's Elite
- (representing the top 5% of sales associates internationally)
- NRT Top 1000 sales associates
- (comprised of Coldwell Banker, Century 21 and ERA)
- No.1 in volume and transactions Coldwell Banker Burbank
- Senior Real Estate Specialist (SRES)

2005

- Burbank Association of Realtors® Board of Directors
- Coldwell Banker International President's Elite
- No. 1 in volume and transactions Coldwell Banker Burbank

2004

- Burbank Association of Realtors® Board of Directors
- Coldwell Banker International President's Elite
- No. 1 in volume and transactions Coldwell Banker Burbank

2003

Burbank Association Realtor® of the Year

- Coldwell Banker International President's Elite
- No. 1 in volume and transactions Coldwell Banker Burbank

2002

Coldwell Banker International President's Circle

2001

Coldwell Banker International President's Circle

Application Form

Profile

Prefix

Kelly
First Name

Middle Initial

Aguilar
Last Name

Email Address

Home Address

N Lamer Street
Suite or Apt

Burbank
City

CA
State

91506
Postal Code

Mobile: _____
Primary Phone

Alternate Phone

Keller Williams Studio City
Employer

Real Estate Sales Agent
Job Title

Real Estate Sales Agent
Occupation

Which Boards would you like to apply for?

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

Length of time as a Burbank Resident:

16 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 love our community and have raised three kids in Burbank. I feel truly blessed that my husband and I made the decision to make Burbank our home base. Our Parks and Rec. Department has been so great to this town, I coached my daughter's volleyball team for three years (Bump It Up, we won the league and the tournament three years in a row :) and was so impressed by the people who work for Parks and Rec., I'd love to be able to contribute to the department. I swim at the Verdugo Aquatic Center and have been very impressed by the opening up for lap swimming while maintaining Covid Safety guidelines. I'm also interested in the Planning commission as a home owner interested in the growth of the city in a direction maintaining it's sense of community, peacefulness and ease.

Education

Bachelor's Degree in Journalism from California State University, Los Angeles

Additional Pertinent Courses or Training

I'm a real estate agent licensed in CA DRE#02068217

Other Pertinent Skills, Experience or Interests

Prior to real estate my background is in operational management. I've been an Operations Director for fifteen years, most recently for an international luxury beauty product distributor. I've managed teams of 15-20 people across the US, developed budgets, ordering and inventory control, payroll, proficient in quickbooks, etc.

Upload a Resume

Community Involvement

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

N/A

List Community activities in which you are involved:

Coached in Park and Rec. volleyball seasons prior, coached in Burbank AYSO seasons prior, ran the John Burroughs Football (JB Arrowhead Booster Club) social media accounts for a season, chaperoned an Edison Elementary Outdoor Science School trip. My kids are getting older so I want to get involved in my community again.

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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First Choice

FIRST choice for Board/Commission/Committee appointment:

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.

I'm familiar with the programs offered by the department and have kids that have participated in many of them. I have a degree in journalism and understand communications. My operational management experience could help in streamlining, staffing, budgeting plans.

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

My goal would be to aid this great city department where ever needed so that the community is aware of and utilizes it's programs and facilities.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Planning 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

With my background and an Operations Director, I understand budgets and balancing books.

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

As a community member I am deeply interested in maintaining and even improving upon Burbank's great reputation in LA County as a safe community with excellent public works and community services. My goals on the committee would include addressing new/growing challenges/opportunities in Burbank such as our growing unhoused population.

Supplemental Questions

Acknowledgement

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I Agree

Kelly Aguilar

██████ N. Lamer Street, Burbank, CA 91506

Phone: ██████████

E-Mail: ██████████

[Linkedin.com/in/Kelly-Aguilar](https://www.linkedin.com/in/Kelly-Aguilar)

CBRE License #02068217

Client focused opportunity driven business Operational Management and Development professional. Possess in-depth experience in businesses systems and workflow management to grow clientele through results driven client focused business practices. Experienced working discreetly with high profile figures. Willing to travel.

Experience

David Pirrotta Brands-Los Angeles, CA

2017- 2019

Director of Operations

- ◆ Produced monthly sales reports and projections. Reviewed all financial reports.
- ◆ Acted as main point of contact for all business partners including contract development and negotiations and conference meetings.
- ◆ Responsible for all monthly billing, AR, AP, payroll and supplies, license applications, renewals and sales tax returns.
- ◆ Oversaw and supported staff and freelancers. Managed outsourced service providers including I.T. support.

EdenLA - Los Angeles, CA

2011-2017

Business Manager

- ◆ Ensured client satisfaction and retention by leading customer service, sales and design plans, precise order production and installation.
- ◆ Managed corporate bank accounts tracking receivables and fulfilling payables.
- ◆ Created and managed new inventory tracking systems achieving accurate asset management.
- ◆ Increased profits cutting outsourcing cost by overseeing all bookkeeping and payroll.
- ◆ Grew business by directing development and maintenance and marketing of e-commerce.

Dwell Floor Five- Los Angeles, CA

2006-2011

General Manager

- ◆ Grew sales by assisting in the expansion of retail locations and the hiring and management of sales force.
- ◆ Responsible for all product ordering.
- ◆ Increased customer loyalty by leading order fulfillment and customer service..
- ◆ Oversaw all accounts payable and receivable.

Bungalow Girls Productions- Los Angeles, CA

2003-2006

Partner

- ◆ Produced budget savings for TV producers and networks by negotiating product placement contracts while fostering relationships with existing and new potential advertisers. Grew brands by placing them in network television. Directed producers fulfillment of on camera obligations to sponsors ensuring contract obligations met.

MTV Networks- Santa Monica, CA

2001-2003

Executive Assistant / Marketing Coordinator

- ♦ Grew network budget savings by assisting the Vice President of Marketing in volume of productions being worked on for sponsorship. Responsible for maintaining calendar, sourcing and pitching sponsors and facilitating product placement in network shows, creating spreadsheets tracking savings for each producer and preparing expense reports. Booked travel for executives, production staff and cast members.

Education

California State University, Los Angeles
Bachelor of the Arts, Journalism

1997

Skills

As a professional and dedicated employee I take ownership the quality, integrity and efficiency of my work. I'm proficient in Microsoft Word, Excel, Publisher, as well as Quick-books Online and Enterprise, various other invoicing, inventory, workflow and CRM systems including Salesforce. My research and writing and communication skills are exceptional.

Application Form

Profile

Mr. Walter M Brennan Jr.
Prefix First Name Middle Initial Last Name

[REDACTED]
Email Address

[REDACTED] Country Club Drive _____
Home Address Suite or Apt

Burbank CA 91501
City State Postal Code

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

Retired Construction Consultant Construction Consultant
Employer Job Title Occupation

Which Boards would you like to apply for?

Planning Board: Submitted
Infrastructure Oversight Board: Submitted

Length of time as a Burbank Resident:

39 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 am a retired construction consultant who has had pleasure of conducting infrastructure projects in Southern California, throughout the Southwest U.S., and nationally for over thirty five years. I believe that my extensive background doing infrastructure projects for both new and older re-hab construction projects can be of value to such projects that would be proposed to the City of Burbank. This is why I am volunteering to serve on the Infrastructure Oversight Board. Also, I previously served on the Burbank School District School Facilities Oversight Committee which does the same kind of oversight of infrastructure projects for the school district. I also previously served on the City of Burbank Building and Fire Code Appeals Board.

Education

B.A. - UCLA '70 M.A. - UCLA '73 Diploma Mandarin - Defense Language Institute '74

Additional Pertinent Courses or Training

United States Marine Corps OCS - 1974; Advanced Infantry Training at Battalion level 1975; Advanced Jet Training 1975

Other Pertinent Skills, Experience or Interests

Professional memberships: AIA, Better Business Bureau, Burbank Chamber of Commerce, Chatsworth Chamber of Commerce, Construction Specification Institute, Roof Consultant Institute

[Upload a Resume](#)

Community Involvement

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

I previously served on the Building and Fire Codes Appeal Board. I have also served on the Burbank School District School Facilities Oversight Committee. Currently, serving on the City of Burbank Infrastructure Oversight Board.

List Community activities in which you are involved:

Rec Soccer coach, rec basketball coach

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. I am definitely not related to anyone working for the City of Burbank or anyone who has worked for the City of Burbank!

Conflict of Interest

Conflict of Interest:

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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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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.

I previously served on the Burbank School District Schools Facility Oversight Committee which serves in the same capacity as the Infrastructure Oversight Board would do. Also, having three and a half decades of project construction management on a variety of projects gives me the background to do this kind of oversight work.

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

There is only one basic goal here to be sought out. That goal is to see that the City of Burbank gets the best possible outcome on all of its infrastructure projects whether it is the re-hab of a building, a new parking lot, a new roof at City Hall, or a re-surfacing of a City tennis court, etc. I wouldn't want to hear the phrase, "this project is ok, it's pretty good." I would only want what's best for the City of Burbank!

Second Choice

SECOND choice for Board/Commission/Committee appointment:

City Planning Board would be my second choice. The issues that the Planning Board faces are similar to the Infrastructure Oversight Board - advising and reviewing City management practices and spending in the interests of the citizens of Burbank.

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

As a retired construction consultant who has worked as a consultant on a variety of construction projects for cities, hospitals, school districts, factories, etc., for over 35 years both nationally and especially in the southwestern U.S., I would be bringing my extensive expertise in planning City projects and project management.

Mr. Walter M Brennan Jr.

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

As stated previously, Have only one goal for the City of Burbank, and that is the best possible outcome on any project needed by the citizens of Burbank!

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.

Prior to my retirement, I spent over thirty five years in the construction industry as a construction consultant specializing in roofing and waterproofing projects for cities, school districts, hospitals, commercial buildings in Southern California, the southwest US, and nationally. My clients included cities, property managers, school districts, hospital corporations, specialty contractors, architects, engineering firms, construction planners, etc. The requirements for successful construction consulting on projects is the initial writing of the condition reports related to the proposed project after which a proposed plan of action is set forth to the client. Then, budgets for the proposed work are created along with detailed specifications for the proposed work. When both the budget and specifications for the work have been approved, then approved contractors have to be brought in to bid the work based upon the specifications. Bids from the contractors are collected, reviewed and then one of the bidders are approved for the construction work. Once work commences, then the consultant must inspect the work while it is being performed. When the construction project has been completed, the construction consultant does a final with the contractor and gives the Owner a report on the finished project. Successful construction consulting work consisted of the just mentioned work procedures. If any one step is missed as listed above, then your project will not be successful. I never had an unsuccessful project whether it was with Kaiser Hospitals, Glendale City, Burbank School District, Glendale School District, Cal State LA, UCI, Housing Authority of Los Angeles, City of Irwindale, the Muller Company, etc.

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)

As mentioned in the question above, I have worked with many City (eg., City of Irwindale, City of Monterey Park, City of Alhambra, etc.) and school district approved architectural and civil engineering firms on many different types of construction projects. I have also hired architects and civil engineers to work for me on any number of construction projects roofing and waterproofing projects (eg., Kaiser Permanente, City of Angels, and various property management companies). I have also had to hire either general contractors or specialty contractors to do the work on a number of my projects over my career. For example, a number of my roofing and waterproofing contracts had to involve removing hazardous waste materials from the job site in order to perform the needed infrastructure work to be performed. Therefore, I had to know who to hire and how specify their work, Therefore, to do so involved hiring the appropriate hazardous material inspector as well as the hazardous material removal contractor to ensure the removal work is done properly and safely - no easy task. Also, to do construction consulting work besides knowing the nuts and bolts of it, it is necessary for one to understand how to plan it and budget for the work. This is necessary so one can aid your client on how to budget for future work five or more years into the future based upon current need and projected needs for the client into the future. All of this experience would be needed to serve successfully on the Burbank Infrastructure Oversight Board. This is the type of experience I would be bringing to the Infrastructure Oversight Board.

Acknowledgement

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I Agree

Application Form

Profile

Prefix Ojen First Name G. Middle Initial Ojenian Last Name

[REDACTED]
Email Address

[REDACTED] University Avenue
Home Address Suite or Apt

Burbank CA 91504
City State Postal Code

Mobile: [REDACTED]
Primary Phone Alternate Phone

U.S. Department of Labor General Attorney Attorney
Employer Job Title Occupation

Which Boards would you like to apply for?

Planning Board: Submitted
Police Commission: Submitted

Length of time as a Burbank Resident:

22 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 have a high regard for civil service. I would love the opportunity to serve a commission where I can gain new skills, share viewpoints and be of service to the community. As conduits for citizen input, a commission brings people to analyze and make the proper decision for the benefit of its community. I believe it's all about the community and the service you can give to others. We are all one in the community and by serving on a commission, I believe it will create a boiling point where all recommendations and options are taken into consideration and best decided upon.

Education

State of California Bar Member, California Notary Juris Doctor from UWLA Bachelor's Degree from Woodbury University Associate's Degree from Santa Monica College

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:

no prior experience of service on a City Board, Commission or Committee.

List Community activities in which you are involved:

I've been involved with the Constitutional Rights Foundation, whereby I have assisted in cleaning the community, assisted indigent people regarding their matters, donated my time to non-profit organizations, volunteered in distributing clothing and food to shelters.

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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First Choice

FIRST choice for Board/Commission/Committee appointment:

Planning 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.

Work experience at Graham Vaage LLP, where many clients faced issues with the Planning Commission in obtaining approvals regarding design, architecture, right-of-ways. Qualifications include knowledge of city policies and law, able to analyze and place weight on data and evidence.

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

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Police 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

Work experience at Calabro Law Offices, where many clients faced issues with the police department. Qualifications include knowledge of city policies and law, able to analyze and place weight on data and evidence.

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

Supplemental Questions

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I Agree

OJEN GINA OJENIAN

• [REDACTED] Hollywood Blvd., [REDACTED], Los Angeles, CA 90027 •

• 4 [REDACTED] • [REDACTED] m •

OBJECTIVE

Highly focused, confident and dedicated Attorney with a strong sense of values, passion for the truth and a thirst for justice. Seeks to establish a career with a reputable law firm committed to uphold and utilize the full strength of the law to help those in need to find trust and faith in our judicial system.

EXPERIENCE

2020 TO PRESENT

ATTORNEY ADVISOR (GENERAL), U.S. SMALL BUSINESS ADMINISTRATION, OFFICE OF DISASTER ASSISTANCE

[FORT WORTH, TX]

Research and provide interpretation of the disaster loan program's laws, regulations, policies, and standard operating procedures to provide guidance and support to program managers and loan officers.

- Review draft loan authorizations for all loans, as required, and for cases involving non-routine conditions, facts or other circumstances.
- Ensure loan application compliance with legal requirements, eligibility, capacity, and authority of the borrowers to incur debt, validity of proposed pledge of collateral etc.
- Use computer-based systems to identify if all needed loan closing documents are received and to provide necessary instructions for proper creation of documents by others.
- Address inquiries and concerns of borrowers and their authorized representatives regarding legal issues and requirements of closing and legal basis of various terms, conditions and collateral requirements.

2017 TO 2020

EXECUTIVE ADMINISTRATOR, PLAYLIFE, LLC

[NORTH HOLLYWOOD, CA]

Prepare, proofread, or process contracts, correspondence, daily memorandums, daily calendars of artists/entertainers, event scheduling and planning.

- Mail, fax, or arrange for delivery of correspondence to clients/vendors. Schedule and make appointments.
- Maintain electronic libraries and case files for each artist/entertainer.
- Assist artists/entertainers in collecting information such as employment, medical, and other records.
- Prepare and distribute invoices to bill clients or pay account expenses.
- Prepare press packages and travel arrangements for artists/entertainers.

2006 TO 2011

ADMINISTRATIVE LEGAL ASSISTANT, GRAHAM • VAAGE, LLP

[GLENDALE, CA]

Legal and secretarial work for three attorneys, management of working files, client intake, conducting research, preparation of pre-litigation and post-litigation documents, management of office calendar, maintaining of firm's legal research references and law library, filing/indexing, billing, discovery/trial preparation, accompanying solicitors to court/police stations, handling of confidential information.

- **Fields of law:** Eminent Domain, Inverse Condemnation, Real Property.

2001 TO 2006

LEGAL SUPERVISOR, CALABRO LAW OFFICES

[GLENDALE, CA]

Supervision of three employees, management of files, client intake, pre-litigation and post litigation preparation, filing of court documents, office calendar, accounts payable and receivable, notarizing, training newly hired legal assistants/secretaries, discovery/trial preparation.

- **Fields of law:** Civil, Criminal, Family Law, Personal Injury, Trusts/Estates.

1999 TO 2001

LAW CLERK/LEGAL ASSISTANT, LAW OFFICE OF H.M. BREGMAN

[BURBANK, CA]

Skip-tracing of debtors, pre-litigation and post litigation preparation, answering phones, management of court calendar, employment verifications of debtors, discovery/trial preparation. Monthly filing of over 200 lawsuits. • **Fields of law:** Collections.

EDUCATION/PROFESSIONAL LICENSES

JANUARY 2020

PROFESSIONAL LICENSE, STATE BAR OF CALIFORNIA

Attorney Licensee, Bar No. 329904

Admitted to all State courts and United States District Court, Central District

DECEMBER 2019

NOTARY PUBLIC, STATE OF CALIFORNIA

Commission No. 2314782, From 12/07/19 to 12/06/23

MAY 2015

JURIS DOCTOR, UNIVERSITY OF WEST LA [CHATSWORTH, CA]

3.8 GPA, Witkin Award for Top in Class in 5 Subjects, Moot Court, Mentorship Program

MAY 2005

BACHELOR OF SCIENCE, WOODBURY UNIVERSITY [BURBANK, CA]

Political Science/International Relations/Psychology Major

MAY 2003

PARALEGAL CERTIFICATE, ASHWORTH COLLEGE [NORCROSS, GA]

SKILLS

- IT Skills in Legal/Administrative Programs
- Strong Organizational, Research skills
- Interpersonal Skills, Communication
- Detail-Oriented, High Work Ethic
- Law Knowledge, Legal Procedure and Project Management Skills
- Multi-Tasker, Time Management Skills
- Rated High in Client Satisfaction Surveys
- Communication, Negotiation, Client Advocacy, and Persuasion
- Trial Preparation
- Dependable, and Analytical

MEMBERSHIPS

- National Notary Association
- Armenian Bar Association
- American Bar Association
- Constitutional Rights Foundation

Application Form

Profile

Dr _____ Gary _____ Hzor _____
Prefix First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

BURBANK _____ CA _____ 91504 _____
City State Postal Code

Mobile: _____
Primary Phone Alternate Phone

Hzor medical services _____ Administrator _____ MD (non practicing) _____
Employer Job Title Occupation

Which Boards would you like to apply for?

Planning Board: Submitted
Police Commission: Submitted

Length of time as a Burbank Resident:

12 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 take an active part in my community and share my experiences .

Education

MD

Additional Pertinent Courses or Training

N/A

Other Pertinent Skills, Experience or Interests

data analysis , management and business experiences , project supervision .

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:

Caring for our elders (non profit) advocating for seniors .

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.

none

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.)

n/a

AB 1234 Training

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First Choice

FIRST choice for Board/Commission/Committee appointment:

police 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.

life ,and business experiences combined with Medical knowledge will be of a great asset to do my job well. working with available resources to achieve commission's goals. in any situation communication and negotiation is the key to any situation. things are simple but yet complicated and that where all mentioned skills and maturity will be very valuable.

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

help to contribute to a better relations between community and police .

Second Choice

SECOND choice for Board/Commission/Committee appointment:

planning 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

life ,and business experiences combined with Medical knowledge will be of a great asset to do my job well. working with available resources to achieve commission's goals. in any situation communication and negotiation is the key to any situation. things are simple but yet complicated and that where all mentioned skills and maturity will be very valuable.

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

to have a positive input about the residents expectations and vision to make our community a better place tolive.

Supplemental Questions

Acknowledgement

Please Agree with the Following Statement

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I Agree

GARY HZOR

OBJECTIVE

Board Director post

EXPERIENCE

2000–now HMS ADHCC Pasadena , Ca
CEO/ Admin

- CBAS center management with over 200 participants.
- Hiring and training employees and contracted staffs .
- Outreach and quality care .

EDUCATION

1995-1999 AUC University St. Martinn , N.A.
■ M.D.

Application Form

Profile

_____ Tammy _____ Heiner _____
Prefix First Name Middle Initial Last Name

Email Address

_____ east Elmwood ave _____
Home Address Suite or Apt

Burbank _____ CA _____ 91501 _____
City State Postal Code

Home _____
Primary Phone Alternate Phone

F21 OpCo, LLC (Forever 21 corporate) _____ Director of IT Project Management _____ Retail project management _____
Employer Job Title Occupation

Which Boards would you like to apply for?

Planning Board: Submitted

Length of time as a Burbank Resident:

31 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?

Interested in how it works. I feel I could add useful insight and opinions on Burbank's identity crisis and where resources should be applied that will make the most sense to the majority of the community.

Education

Bachelors from Cal State University Los Angeles

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

Have run many infrastructure projects for a major retail company including data centers, software installations and network improvements.

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:

Participate of parks and recreation classes.

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.

None

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.)

AB 1234 Training

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Tammy Heiner

First Choice

FIRST choice for Board/Commission/Committee appointment:

Planning 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.

Have run many infrastructure projects for a major retail company including data centers, software installations and network improvements.

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

Bring a conservative view to additional growth while keeping this gem of a community on track for updating and modernizing.

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?

Supplemental Questions

Acknowledgement

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I Agree

Tammy Heiner

Tammy J. Heiner

Email: [REDACTED]

Cell: [REDACTED]

QUALIFICATION SUMMARY

- **Twenty-one** years of IT experience
- **Resource person**, problem solver and trouble-shooter with strengths in resolving issues swiftly.
- **Proven** project manager, managing from inception through implementation with expected results.
- **Team Builder** and mentor to staffs of support and project teams ranging in size from 4 to 30 people. Including resource management and coaching to achieve their best performances.
- **Exceptional** written, verbal and presentation communication skills; poised and confident addressing groups of all sizes and comfortable being the communication bridge between IT and business teams.
- **Strong** computer skills; Adept with relational databases, software design, system integration and support processes.
- **Strategic thinker** that will look at the big picture and align company goals with IT initiatives.
- **Solid track record** with recognition for outstanding performance.

EMPLOYMENT SUMMARY

Forever 21, Inc.

2010-Present

Senior Manager of PMO, Manager of PMO, IT Project Manager

Forever 21 is a 4.8 billion dollar a year leader in specialty retail.

- Established the companies first Project Management Office including full staffing responsibilities, training in project methodologies, steering committee and governance over managing all system related projects and the companies project portfolio. The PMO staff consists of project managers, business analysts, system admins, software developers and QA analysts.
- Successful planning and execution of multiple supply chain projects including automated merchandise sorters, UPS direct ship (i.e. zone skipping) program, procurement to pay systems, vendor extranets, digital asset management system, point of sale hardware and software, mobile POS, ecommerce distribution centers and transportation management systems.
- Successful planning and execution of new headquarters office for 1,700 people including all infrastructure and a state of the art datacenter.
- Oversight on dozens of projects including ecommerce enhancements, mobile applications, business intelligence systems (Microstrategy with Netezza, Microsoft Reporting Services and Crystal Reports), Kronos time and attendance and labor management system, customer traffic counters, SAP ERP, Office 365 and loyalty programs.
- Two promotions with increasing responsibilities so far!

Hot Topic, Inc.

2003-2010

Project Manager for In-Store Systems, Lead Business Analyst for In Store Systems, LBA for Marketing Systems & Ecommerce, Universal Helpdesk Manager

Hot Topic is specialty retailer of music and fashion-oriented merchandise with two concept stores located in hundreds of locations across the United States.

- Increasing responsibilities including management of end user technical support, project lead for our ecommerce Torrid.com marketing initiatives and reporting and leading all in store systems efforts including all point of sale functionality, kiosks, CRM and intranet applications..
- Significant project accomplishments include:
 - ❖ Implementing a CRM program for ecommerce site Torrid.com and Hot Topic stores.
 - ❖ Development of CRM campaign response reporting including data mining investigations using Crystal Reports and Blue Martini Analysis Center with Microsoft SQL queries and relational database knowledge.
 - ❖ Implemented a business intelligence data warehouse for end user reporting and conducted training classes for users.
 - ❖ Managed yearly audits and mitigation needed for payment card industry (PCI) compliance on enterprise systems.

- ❖ Successful planning and execution of a private label credit card.
- ❖ Implemented BMC Control-M IT operations management system.
- Managing a team of five mid career level business analysts.
- Held overall responsibility for IT operations management, 1st level call in help desk support, office desktop support and support for two Distribution Centers, including remote offices, with a staff of over 20 direct and indirect reports.
- Established Service and Operating level agreements and provided reporting metrics.
- Responsible for a complete overhaul of support processes resulting in increased customer satisfaction.
- Responsible for procurement of all desktop computer equipment with a yearly budget in excess of 1million.
- Chartered and Chairman of a Change Management Board with responsibility for scheduling, resolving conflict, tracking and ensuring good project methodology is followed for successful change implementations.
- Developed processes and maintained monthly system security audits to ensure SOX compliance and department best practices.
- Coordinated the install of WAN and POS equipment in all new store locations which included over 100 new locations a year.

The Walt Disney Company, Glendale, California

1994 – 2003

Project Manager, Help Desk Supervisor, Store Systems Analyst

Proven success record with a high performance fortune 500 company as demonstrated with several promotions to more challenging positions within the company.

- Managed staffs consisting of upwards of 14 employees that solved an average of 2,153 worldwide retail system issues a week.
- Responsible for developing requirements, designing and scheduling delivery of management reporting including tracking of service level agreements, automatic call distribution reporting, root cause and “where’s the pain” analysis. This information allowed my department to work smarter and more efficiently, proving to be an invaluable tool to level set user expectations and performance within our department
- Managed various retail system infrastructure upgrades including a \$150,000 implementation of new help desk problem tracking tools, including hardware, applications, knowledge base, training and process improvements for enterprise wide IT initiatives. Had leadership roles with implementing annual POS software releases and hardware upgrades. To ensure success, I implemented a methodology so all projects would be given the long-term support strategy they needed to continue to be successful.
- Planned and successfully followed annual budgeting requirements, including ensuring correct staffing levels to meet department needs and planning departmental annual training and seminars. This also included negotiations with Finance departments on budget restrictions.
- Functioned as the IT department liaison with a retail chain’s Store Operations team as well as daily interactions with other departments in a corporate environment, including Product Merchandising, Supply Chain Management, Human Resources, Payroll, Guest Services and Finance.
- Responsibility for retail stores WAN including implementing proactive monitoring and reporting systems and vendor maintenance.
- Proven track record of hiring and promoting talented IT individuals resulting in frequent promotions from within my team to positions of greater responsibility within the company. I achieved this by developing training courses, setting clear expectations and creating career growth plans.
- Acted as first and second level contact for production support, resolved day-to-day production issues and identified service needs for fixes/enhancements.
- Completed upper-division coursework, earning BA degree while working full time.

SPECIALIZED TRAINING

- Leadership Training and Development, Disney University
- Time Management, Disney University
- Project Methodology, Disney Consumer Products
- Management Journeys, Disney University
- Creative Thinking, Disney University
- Crystal Reports Designer

- Remedy Administrator
- Blue Martini Analysis Center and Relationship Marketing
- Advanced SQL Queries, Learning Tree
- Global Project Management, Learning Tree
- Microsoft Project Server
- Sharepoint Administration
- Gartner PPM and IT Governance Summit 2012

EDUCATION

1991-1996 **California State University** **Los Angeles, CA**

- BA in Marketing Management
- Awarded Dean's List for exceptional grades
- Certificate of Retailing

PROFESSIONAL RECOGNITION

- 1997 Disney Store Coaches Award – awarded to only 1% of the divisions employees per year
- 1998 Disney Store Spirit Award – awarded to only 1% of the divisions employees per year.
- 2001-2003 Disney Teamwork Awards – awarded to cross-functional departments in recognition of a job well done. Recipient of several of these awards.
- 2008 IT Department “Best Smile” award – peer voted award for someone that brings a good attitude to their daily job.
- 2012 – Best IT department employee earning a double bonus.

Application Form**Profile**

_____ **Robert** _____ **E.** _____ **Monaco** _____
 Prefix First Name Middle Initial Last Name

 Email Address

_____ **N Niagara St** _____
 Home Address Suite or Apt

_____ **Burbank** _____ **CA** _____ **91505** _____
 City State Postal Code

Home: _____
 Primary Phone Alternate Phone

_____ **Retired** _____ **N/A** _____ **Former Banker/Commercial**
 Employer Job Title Occupation
Real Estate Finance

Which Boards would you like to apply for?

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

Length of time as a Burbank Resident:

2+ 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?

My wife and I moved here to be close to our children and grandchildren, and we have a vested interest in keeping Burbank a vibrant, attractive and prosperous community. As a retired person I can bring my experience with understanding needs and issues along with my ability to develop solutions and innovations. Of course, I also have the time to do this now. I believe in what Tip O'Neill said about all politics being local. The idea is to bring and keep people together and that may mean planning concerts in the park or having local artists help kids paint light posts and fire hydrants. Yes, people are concerned about China trade restrictions, but their immediate concern is making sure the sand in the playground is clean, or the pothole is fixed. I want to see local businesses thrive. Most importantly, I want to see people walk around with smiles on their faces.

Education

The Kew Forest School, Forest Hills, NY 9-12 Franklin and Marshall College, Lancaster, PA., BA English Lit/Poli Sci St. John's University Graduate School of Business, Jamaica Estates, NY graduate courses in Finance and Marketing New York University Real Estate Institute, NY, NY various courses in Real Estate Finance and architecture

Additional Pertinent Courses or Training

Metropolitan Museum of Art, NY, NY classes in various genres including Cubism, Northern Europe Renaissance art and "da Vinci and Contemporaries on the Art of Perspective".

Other Pertinent Skills, Experience or Interests

Public Library Book Sale, Westport, CT Volunteer, a bi-annual event drawing hundreds of people. I am an avid Automobile enthusiast, especially with regard to classic British cars (I am currently restoring a 1966 Triumph Spitfire). Sunday Morning "Carburetors and Coffee" events

Upload a Resume

Community Involvement

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

Treasurer for the Town of Westport Boy Scouts of America Parent volunteer for set design and construction for high school plays Poll watcher Westport Democratic Party

List Community activities in which you are involved:

None right now, hence my interest in serving.

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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First Choice

FIRST choice for Board/Commission/Committee appointment:

Planning 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 over 35 years of experience in real estate development and finance including interactions with planning boards and zoning committees. As you will see from my resume I also have experience with financing low density affordable housing developments. I am very knowledgeable with regard to land use changes and restrictions. I was a high level participant in a zoning appeal involving a height restriction issue with a potential cost to correct of \$1.0MM. Understanding of the impact of planned developments on both pedestrian and automobile traffic.

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

1. To meet future needs (especially housing) in a smart and transparent manner. 2. Progress happens, and we need to be proactive in facing its challenging as well as its appealing issues. 3. As Yogi Berra said "You can observe a lot by watching". See how people interact with their surroundings and apply that to the proposed plan.

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

General experience in understanding the needs and costs of community enhancement and services.

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

1. Ensure that park facilities, especially playgrounds are safe and clean 2. Identify areas of improvement, repurposing and possible expansion of services as needed. 3. To make sure all residents, regardless of age, and physical or mental abilities can enjoy what the community offers. 4. To engage the community and ensure that downtown Burbank is a safe, vibrant and appealing locale. 5. Give people value for their taxes. 6. Develop and execute a plan to bring free events like "Night Movies", Concerts and "Plays (Shakespeare, Mamet or whatever) in the Park". Get some sponsors to support it. 7. Bring back the food trucks on Magnolia 5. Trim those gigantic trees that drop pine cones like bombs on parked cars.

Supplemental Questions

Acknowledgement

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I Agree

ROBERT E. MONACO

C: [REDACTED]

SUMMARY

Senior commercial real estate finance professional with broad experience in, commercial real estate underwriting, deal management and documentation. Breadth and depth of expertise in debt/equity structures across a broad spectrum of property types. Excellent verbal, presentation and influence skills developed over years of interaction with customers and board level management. Team player who provides support where needed to ensure overall success: recognized as an effective leader and coach, adept at transferring knowledge.

PROFESSIONAL EXPERIENCE

PACIFIC PREMIER BANK

August 2019-December 2019

VP Senior Portfolio Manager– Special Assets Department

- Primary responsibility for a portfolio of problem commercial (CRE and C&I) loans totaling \$45.0MM.
- Underwrite and execute strategies to maximize recovery.

SANTANDER, US, New York, NY

June 2014 – August 2019

Vice President – Special Assets Group

- Primary responsibility for a portfolio of 68 problem commercial (CRE and C&I) and syndicated loans totaling \$75.0MM including the largest (\$7.2MM) and most complex loans in the portfolio.
- Underwrite and execute strategies to maximize recovery from the Substandard loan portfolio.
- Work closely with borrowers, upper management, attorneys and other lenders in syndication groups to underwrite and restructure credit and repayment terms to better secure collateral and collect outstanding debt and related fees and costs.
- Perform all related analysis, due diligence, deal structuring, presentation and documentation of multi-tenanted and owner occupied properties. “Owned” the deal throughout its lifetime
- High level participant in a \$35.2MM Note sale of substandard assets comprised of debt and OREO.
- Responsible for regulatory and administrative reporting requirements of the portfolio.

LANCEWOOD CAPITAL, LLC, Valhalla, NY

2013 - 2014

Contract Underwriter and Consultant

- Provided services to a start up private equity firm relating to underwriting and deal management processes.
- Responsible for underwriting the acquisition of CMBS notes and distressed assets on both a pool and individual loan basis.
- Performed multi-state inspections of property portfolios. standardized Note purchase documentation.

NAUGATUCK VALLEY SAVINGS AND LOAN, Naugatuck, CT

2011 - 2013

Senior Vice President – Asset Quality Officer

- Responsibility for restructuring a \$35.0MM distressed RE & C&I loan Portfolio of 32 Loans.
- High level participant in the team that packaged and sold over \$22.0MM in substandard assets.
- Disposed of \$1.5MM of OREO within the first 3 months and was instrumental in disposing of an additional \$5.0MM in Notes at 20 bps higher than projected.
- Completed a 9 lot residential sub-division and structured a bulk sale of the remaining 96 lots.
- Developed and implemented an impairment analysis template to risk rate loans for regulators.
- Wrote Policy and Procedures relating to Foreclosure, OREO, Criticized Asset Management and Loan Workout.
- Developed and presented a periodic Board level migration analysis report of the criticized asset portfolio.

CAPITAL ONE BANK, Melville, NY

2010 - 2011

Contract Senior Underwriter – Private Banking Group

- Responsible for underwriting, processing and closing specialized loan products for the Bank’s Primary Banking Relationships.
- Responsible for underwriting specialized real estate related lending programs, e.g. Lines/Term/Construction Loans to condominiums, and Co-ops.

THE COMMUNITY PRESERVATION CORP, New York, NY

2007 - 2010

Senior Workout Strategist – Special Assets Group

- Responsible for the resolution of a distressed loan portfolio totaling \$82.0MM.
- Designed and implemented reserve calculation reports for senior managers and board members.
- Primary source of contact for participating banks.
- Developed and implemented a plan to complete construction of a 126 unit condo project.
- Spearheaded the first review of all insurance, engineering and appraisal reports for the entire portfolio.
- Restructured \$32.5MM in loans representing 125 units of unsold condo units in three separate projects.

CIT FINANCIAL GROUP, New York, NY

2006 - 2007

Vice President – Structured Commercial Real Estate Team

- Originated, screened and structured commercial real estate mezzanine loans and B note acquisitions. Average deal size of \$25.0MM and ranging from \$92.0MM whole loan pool purchases to \$5.0MM preferred equity positions.
- Developed lending guidelines and processes for the department resulting in improved deal tracking and reporting as well as compliance with regulatory requirements.
- Served as the primary contact for all corporate real estate referrals, also providing advisory services to other groups within the company.

CHARTERMAC (AMAC), New York, NY

2000- 2006

Vice President – Senior Underwriter and Credit Officer

- Formulated strategies for the lending operations of this start up REIT.
- Developed process and procedures relating to the underwriting, approval and monitoring of the loan portfolio. This included creating and approving a list of third party consultants and appraisers.
- Screened and structured commercial real estate transactions for execution for a CDO.
- Standardized legal documentation for the activities of the REIT.
- Underwrote and closed over \$200MM in Senior, B-Note and Mezz financings, including a \$60MM subordinated position in a \$1.0B facility relating to the purchase of Snowmass, CO.

Prior to the above roles I held positions of increasing responsibility and breadth at such money center banks as the HONG KONG AND SHANGHAI BANK GROUP.

EDUCATION: Risk Management Association Credit Trained, New York University - Real Estate Institute, various courses in appraisal, finance structure, Saint John's University – Graduate School of Business, MBA Finance, Economics, Franklin & Marshall College, BA Eng Literature/Political Science

Application Form**Profile**

Prefix

Janis
First Name

Middle Initial

Cohen-Milch
Last Name

Email Address

Home Address

S. California St.

Suite or Apt

Burbank
City

CA
State

91505
Postal Code

Home: _____
Primary Phone

Mobile: _____
Alternate Phone

LAUSD (retired)
Employer

Teacher/Testing Coordinator
Job Title

HS teacher/attorney
Occupation

Which Boards would you like to apply for?

Planning Board: Submitted
Infrastructure Oversight Board: Submitted

Length of time as a Burbank Resident:

10 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 recently retired as an LAUSD high school teacher (6/19) I returned to my old entity on skid row, the Inner City Law Center, as a volunteer attorney but that stint finished in December. As I was about to volunteer anew at another non-profit, the world closed down and I've been sewing cloth masks for a local shelter (over 800) but that need seems to be ending. I have never sought elected office but I am intelligent, concerned about the goings on in the City and feel I could now contribute time and interest and thoughtful skills to City governance.

Education

Post-grad (Berkeley, 1969)--Howard University School of Law ('73) and CSULA '98 (teaching credential)

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

Spanish-speaker

Upload a Resume

Community Involvement

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

Served on the Transportation Committee of the Los Feliz Neighborhood Council.

List Community activities in which you are involved:

I am a Spanish-speaking volunteer with a valley-based Temple group that assists "green carders" in their final push to citizenship (filling out the application, setting up English classes, etc)--this is in LA, not Burbank. I had JUST begun teaching a civics class to Spanish-speakers in February, 2020, with the Int'l Rescue Comm. when the world stopped--this also in LA, not Burbank.

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

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.)

AB 1234 Training

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Planning 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.

Other than having lived in various big cities as an adult, I have no technical/professional background per se. I have a serious post-graduate education and certainly possess critical thinking skills. I am a positive person--I have to confess that my usual "interaction" with Burbank "entities" is usually to call and notify same of a problem (street lighting, holes in streets, etc), and I am ALWAYS quick to call back a supervisor to relate the quick response. No curmudgeon me--just aware & concerned.

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

Frankly, my goals are rather selfish--probably everyone is going to write "they're a good worker, etc. etc." Now retired and after a decade here, I would like to become INVOLVED and feel more connected. I was always involved with SOMETHING whilst still in LA and that's been a void in my life here. I would like to be able to be involved in the "innards" of planning the future of this city

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Infrastructure 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 prior response--I have no technical/professional background re Infrastructure.

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

I live and breathe national politics and am aware that "infrastructure" has become the Word of the Day...More importantly, as we continually hear of bridges failing, sinkholes forming, etc. and the increasing effects of climate change on our existing entities (electrical grid shortcomings, water conservation projects)--I think a generalist with an open-mind would be an asset as Burbank (hopefully) develops new and creative ways to meet these challenges. (I am so proud of the BWP--the last bill enclosed the flyer describing it's amazing success in keeping us "connected" & frequently crow to my old LA neighbors.)

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.

I have no experience/expertise with City infrastructure per se. I did serve on the Transportation Committee of the Los Feliz N'hood Council some years ago. I am an attorney by training as well as a teacher & am a concerned Burbank resident. I am trying to become more involved in community matters.

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)

Question applies to Infrastructure Oversight Board

I have no technical expertise of the above-topics other than having served on the Transportation Subcommittee of the Los Feliz N'hood Council. We were concerned with the severe parking limitations in that area, street paving issues and worked with our City Councilman's office directly. Apropos this question, I would respectfully suggest that the City of Burbank hierarchy responsible for selecting Board/Commission members would desire "generalists" as well as experts--Architects/Engineers Build Buildings--Taxpayers and the like finance same and I believe an intelligent, concerned "generalist" would also be an asset to this Board.

Acknowledgement

Please Agree with the Following Statement

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I Agree

JANIS COHEN-MILCH

██████████ South California Street

Burbank, C 91505

██████████ (c) ██████████

EDUCATION

1998 CSULA/Charter School of Education/Multiple Subject Credential Los Angeles
1973 JD Howard University School of Law Washington, DC
1969 BA, University of California/Criminology Berkeley, CA

WORK EXPERIENCE

Sept/2000- **Los Angeles Unified School District**
2019 (ret'd) City of Angeles Independent Study School
MS teacher/HS teacher/Testing-Data Coordinator

MS: Taught grades 6-8, all subjects. Met with student/parent weekly for teaching & supervising; administered all State/District-mandated standardized tests; served as MS Rep to School Site Council;

HS: Taught grades 9-12, all subjects. Met weekly with student; had special expertise with below-level math skills; administered all State/District-mandated standardized tests. Served as Chair, School Site Council (2 terms).

TC: Responsible for training over 70 teachers and distributing all State & District-mandated testing materials; training teachers/counselors. Oversaw & maintained the online teaching portal for the foreign language graduation requirement (Edgenuity); assisted students w/their computer logins & helped teachers maintain their students' progress.

1989-1997 **INNER CITY LAW CENTER** Los Angeles
Non-profit legal entity located in skid row of LA. Directly responsible for Spanish-speaking clients needing legal counsel; worked closely w/paralegal & attorney colleagues preparing major slumlord litigation. Developed & maintained large database of expert witnesses for assistance. Substantive involvement in representing children's rights re slum housing and other advocacy issues.

1978-1989 **LAW OFFICES OF JANIS COHEN-MILCH** Los Angeles
Sole practitioner of primarily family law including but not limited to custody/visitation issues, dissolutions, TROs, family support, paternity.

OTHER

1970-1973 **DISTRICT ATTORNEY OF PHILADELPHIA** Philadelphia
Hired upon law school graduation, worked primarily in Frauds section.

GUARDIANS AD LITEM Los Angeles
Selected to be in initial class of adults appointed advocates for children in juvenile court system (precursor to present-day CASA)

Application Form

Profile

Prefix

Misty
First Name

R
Middle Initial

Tamburelli
Last Name

Email Address

Home Address

N KENWOOD ST
Suite or Apt

BURBANK
City

CA
State

91505
Postal Code

Home: _____
Primary Phone

Alternate Phone

Stay LA Inc
Employer

Chief Financial Officer
Job Title

Senior Accountant
Occupation

Which Boards would you like to apply for?

Planning Board: Submitted
Infrastructure Oversight Board: Submitted

Length of time as a Burbank Resident:

20 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 am interested in serving on a board to enrich my knowledge and understanding of Burbank's inner workings. Burbank is a special, unique city and I'd like to contribute my skills and dedication to keep it as special as possible.

Education

Associate Degree in Accounting (working on a BA) Associate Degree in Real Estate (working towards a broker's licence)

Additional Pertinent Courses or Training

California Real Estate Licence Notary Public

Other Pertinent Skills, Experience or Interests

Managerial and planning skills, accounting software advance skills, MAC & PC proficient. In depth spatial knowledge of Burbank grid system and streets. Public speaking, customer relations, human resources training.

Upload a Resume

Community Involvement

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

N/A

List Community activities in which you are involved:

Burbank Unit 601 - Girl Scouts Troop 4346, Community Garden Project (Past, hopefully in the near future)
RISE-Burbank volunteer program (Past) Burbank Coordinating Council - Volunteer

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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First Choice

FIRST choice for Board/Commission/Committee appointment:

Planning 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 held many leadership positions and enjoy working with professional to improve and implement changes successfully. I have patience and superb organization skills I've acquired from many years working as an executive assistant, and owning my own accounting business. I have managed a staff of 25 plus while organizing large live-streaming production events such as political campaigns, sports events, PSAs, and music concerts. I have contractual experience from my years as a property manager and real estate agent. I have worked closely with attorneys, CPAs, CEOs and business owners.

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

My goals serving on this Board are to help provide research and fair, honest opinions and ideas that will benefit the City of Burbank. Second, I hope to serve the community and provide diligent insight to residents, staff and council. Third, I hope to help produce results and make positive change. Lastly, I would like to influence fellow Burbank resident to become involved in providing civil service to the community.

Second Choice

SECOND 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

Working along architects, structural and civil engineers, accounting professionals and land developers I feel I have a solid foundation of what it takes to be apart of the Infrastructure Oversight Board. I am familiar with building processes and phases, terminology and construction and of course budgeting, I am an accountant.

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

My goals serving on the Infrastructure Oversight Board are to help guide and provide the City of Burbank the absolute best methods and execution on planning and future projects that will benefit the community and allow the city to flourish. Second, I hope to work with developers, planning officials, architects and innovative ideas that will serve the community while providing diligent insight to residents, staff and council. Third, I hope to help produce results and make positive change. Lastly, I would like to see Burbank at its best, by continuing adapting sustainable building and keeping the feel of a small large city.

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.

I hold an accounting degree as well as a real estate degree and licence. I have practiced commercial real estate for over ten years. Working for an award winning architect has taught me the process of acquiring land and building structures as well as sustainable building. I gained structural engineering experience when I worked for a retrofitting company planning budgets and scheduling. Currently, I am solely maintaining a real estate portfolio of commercial, apartment and single family homes valued over 35 million.

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)

Question applies to Infrastructure Oversight Board

I proudly worked and assisted a seasoned famous architect for three years. Becoming well versed with the architectural process from start to finish. I also worked for a successful, busy retrofitting and structural engineering company doing budgeting and planning for soft-story apartment buildings and commercial units. Both jobs allowed me to familiarize myself with the city's permit process. I spent ten years at a live production company wearing a few different hats, serving as a coordinating manager often scheduling and organizing a crew of over 20 people per event. Budgeting and financing were also a major part of my involvement on the various projects. I have held a real estate license for over 15 years specializing in commercial real estate. I have owned my own accounting business for six years, and currently, a CFO for a real estate portfolio estimated at 35 million dollars. I enjoy volunteering and community service. I enjoyed being a part of Burbank's first RISE volunteer program, focusing on Burbank's homeless issues. I have written grants for Burbank schools, receiving a million-dollar grant for improvements. My highest honor, I serve as a Girl Scout Troop leader for Troop 4346, Burbank.

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I Agree

Misty R. Tamburelli

N. Kenwood Street Burbank CA 91505

Professional Overview

Highly motivated, and interested in growth potential with a passion to succeed. Energetic self-starter, positive thinker and goal oriented. I can work independently and thrive in a high-energy entrepreneurial environment. Strong analytical and organizational abilities and computer skills, including QuickBooks, Word, Excel, Outlook, Google G-Suite/Google Docs and Internet functions.

Work Experience

Senior Accountant - Burbank Accounting - Burbank, CA

November 2014-Current

Manage and handle several small business companies. See that all financial matters are handled and completed. Liaison for IRS, State of CA and Franchise Tax Board.

Clients include: Fashion Designer, Real Estate Agent, Architect, Production Company, Construction

Chief Operating Officer - Absolute Live Productions & Rentals - Burbank, CA

November 2010-2014

Oversee all departments with the everyday activities that revolve around Live Streaming and Film Productions. Consult with the CEO on a daily basis. Answer phones -assist customers, vendors and tenants, screen calls and messaging. Accounts Payable and Receivable -entry of bills, maintain payment schedules, distribute payments, quarterly billing, collections and bank deposits. Prepare monthly/quarterly reconciliation reports and tax returns. Payroll, payroll reports and processing, hiring, W-2's and 1099's. Organize, develop and maintain filing system. Create and maintain spreadsheets on Excel. Letter writing and documentation preparation on Word. Mail distribution, copies, scanning, faxing, placing and following orders, shipping and receiving.

Property Manager, Bookkeeper - California Independent Production Center - Burbank, CA

May 2007 - October 2010

Successfully maintained full occupancy of a 35 unit commercial office building. Prepared all income and expense reports using QuickBooks for an entertainment facility.

Prepared all lease documentation, collected rent and paid bills.

Made timely resolutions of tenant complaints and necessary repairs.

Prepared year-end financial statements for income and taxes.

Assisted in the demolition and construction of new 2-story structure and remodeling of existing structure.

Commercial Real Estate Agent - Beitler Commercial - Sherman Oaks, CA

May 2006 to Current (Licensed but not practicing)

Closed lease deals and engaged in several purchases of commercial buildings. Secured many listings and satisfied various deals, many as a dual agent.

Education

Los Angeles Valley College -2015

Associate Degree - Accounting

Other Interest & Strengths

- Eye for detail - Budget minded - Leadership skills - Confidential and dedicated

Application Form**Profile**

Mrs Laura A loanou
 Prefix First Name Middle Initial Last Name

██████████
 Email Address

██████ N Evergreen St
 Home Address Suite or Apt

Burbank CA 91505
 City State Postal Code

Home: ██████████ Mobile: ██████████
 Primary Phone Alternate Phone

Self Mom Stay at Home Mom/Caretaker
 Employer Job Title Occupation

Which Boards would you like to apply for?

Planning Board: Submitted

Length of time as a Burbank Resident:

12 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?

Since, 2016 I've been watch and attending City Council meetings. I have watched a few planning board meetings. I've been following current planning developments for our city. I think I can be a voice for responsible development. Would like to include more low income housing and not just work force units for future developments such as the possible Fry's location.

Education

Associates Degree in Travel and Tourism from The College of Du Page in Illinois.

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

I have worked years in the hotel industry before starting a family here in Burbank. Worked for Hyatt Hotels for 11 years in management. Worked for Cendent Corporation as Quality Control Inspector. My territory was the West and I travels 4-5 days a week fly and drive until I was offered just California due to the acquisition of TravelLodge.

Upload a Resume

Community Involvement

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

Planning Board

List Community activities in which you are involved:

Girls 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.

None

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:

BCC Airport Authority

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 worked in the Hotel industry from 1982 till 1997 in various positions in management. I work independently as a Quality Control Manager for Cendant and conducted hotel inspections. In 1997 I made a career move and work for an Executive Producer/Showrunner in TV from 1997-2001. From 2001-2006 I work various management positions in Post Production TV.

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

My goals be a voice for responsible development while meeting the 2035 General Plan for Burbank.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

none

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

N/A

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

N/A

Supplemental Questions

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I Agree

Application Form

Profile

Prefix

Jeffrey
First Name

J
Middle Initial

Helligar
Last Name

Email Address

Home Address

N Shelton St

Suite or Apt

Burbank
City

CA
State

91506
Postal Code

Home: _____
Primary Phone

Alternate Phone

Keller Williams
Employer

Realtor
Job Title

Real Estate Agent
Occupation

Which Boards would you like to apply for?

Planning Board: Submitted

Length of time as a Burbank Resident:

16 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?

As a husband and a father my families happiness is my top priority. The planning board is an important organization when it comes to the safety and contentment of every person and family in the city. My goal is to contribute to the great strides that the past and current members of the board have already made.

Education

AS Degree Electronic Engineering

Additional Pertinent Courses or Training

Real Estate License

Jeffrey J Helligar

Other Pertinent Skills, Experience or Interests

My father owned a construction company for many years, While I was able to work with him I learned about zoning and permits, the company also specialized in rebuilding homes after natural disasters such as Hurricane Andrew.

Upload a Resume

Community Involvement

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

I have not served on any Boards, Commissions, or committees

List Community activities in which you are involved:

I have not had the opportunity to participate in a community activities.

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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First Choice

FIRST choice for Board/Commission/Committee appointment:

Planning 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 currently a Real Estate Agent, I worked for my fathers construction company, and I owned a Brick and mortar establishment in the state of Florida.

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

Serving on the Planning board will allow me to connect with my community and suggest different ways we can make Burbank more inclusive for its current and future residents.

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?

Supplemental Questions

Acknowledgement

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I Agree

Experience

- Real Estate Agent • Keller Williams 2021
- Server • Flappers Comedy Club 2008-Present
- Server • Olive Garden 2003-2008
- Business Owner • Barber Shop 1997-2003

Education

- REAL ESTATE LICENSE • 2018
- NATIONWIDE REAL ESTATE SCHOOL
- AS COMPUTER SCIENCE • 1987
- ITT TECHNICAL INSTITUTE, FLORIDA

Interests

- Sports
- Traveling
- Music
- Volunteer Work

VOLUNTEER EXPERIENCE


- VOLUNTEER • KISSIMMEE PARKS & REC • 1998 – 2002
- VOLUNTEER • FLORIDA BLUE FOUNDATION • 1998 – 2001



Jeffrey Helligar

REALTOR & SERVICE
INDUSTRY

Profile



<https://jeffreyhelligar.kw.com>

Los Angeles, CA

Skilled Veteran in the Service Industry with a dedication to ensuring customer satisfaction. Can quickly adapt to changing environments with a drive to learn and improve. Able to confidently provide and receive team feedback, positive and constructive.

Skills

- o Empathetic
- o Critical Thinker
- o Problem Solver
- o Well-spoken
- o Team Player
- o Flexible

Application Form

Profile

Prefix **Nader** _____
First Name Middle Initial Last Name

Email Address

Home Address Suite or Apt

Burbank **CA** **91505**
City State Postal Code

Home: _____
Primary Phone Alternate Phone

Adrenalads LLC **CTO** **Internet advertising / software engineer**
Employer Job Title Occupation

Which Boards would you like to apply for?

Planning Board: Submitted
Transportation Commission: Submitted

Length of time as a Burbank Resident:

11 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?

Burbank is a great place to live and is constantly improving, and I want to do more to help that process.

Education

Bachelor of Science and Engineering, University of Pennsylvania, Class of 2004

Additional Pertinent Courses or Training

(resume available upon request)

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:

Roosevelt Elementary School, PTA Officer (Recording Secretary) Burbank Parks and Recreation Little League, Team Parent/Asst Coach

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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Nader Hashem

First Choice

FIRST choice for Board/Commission/Committee appointment:

Planning

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

None

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

Providing recommendations for Burbank that can drive economic growth, jobs, and a more affordable standard of living for its residents.

Second Choice

SECOND 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

None

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

Providing recommendations for Burbank that can drive economic growth, jobs, and a more affordable standard of living for its residents.

Supplemental Questions

Acknowledgement

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I Agree