

Planning Commission

Application Form

Profile

Steve J Weitekamp
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] N. Catalina St.
Home Address Suite or Apt

Burbank CA 91505
City State Postal Code

[Redacted]
Primary Phone Alternate Phone

California Moving and Storage Association President Association Executive
Employer Job Title Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Length of time as a Burbank Resident:

50 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 long time resident of Burbank I take pride in our community and want to be of service.

Education

Liberal Arts BA from California State University Northridge.

Additional Pertinent Courses or Training

Volunteer training from the International Association of Movers. Biannual Sexual Harassment training from CA DCA, required of all board and council members.

Other Pertinent Skills, Experience or Interests

Have served on several industry boards and a California Department of Consumer Affairs Advisory Council (BHGS) for the last 7 years. For the last 19 years I have served as president for the California Moving and Storage Association a nonprofit trade association representing 550 companies. Leading the board (19 members) in engagement with regulators, enforcement, and other state and national groups while servicing the public who rely on our services.

[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:

None

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

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:

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.

I have lived in Burbank for over 50 years and seen good and not so good aspects of growth and change.

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

Focus on reasonable and necessary growth while maintaining the aspects that make our city a desirable place to live for future generations.

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

Acknowledgment No. 1 - General

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☒ I Agree

STEPHEN WEITEKAMP

EDUCATION

California State University Northridge Bachelor of Arts	1986
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PROFESSIONAL EXPERIENCE

Lambert's Van & Storage Agent for Allied Van Lines Mover (Helper, Packer, Driver, Crew Leader)	1980 – 1986
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Lambert's Van & Storage Agent for Allied Van Lines Rene's Van & Storage Sales and Management	1986 – 2006
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California Moving and Storage Association (CMSA) Association President	2006 – Present
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REGULATORY EXPERIENCE

California Air Resources Board (CARB) Industry Committee TRAC (Truck Regulation Advisory Committee) Small Business Subcommittee 2010 – 2013	
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DCA – BEARHFTI/BHGS Advisory Council Member (BEARHFTI - California moving regulator – effective 7-1-18)	2018 - Present
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RELATED EXPERIENCE

California Moving and Storage Association (CMSA) Los Angeles Chapter Officer	1988 – 1991
Board of Directors (Association) Chair of the Insurance Committee Chair of the Membership Committee Chairman of the Board President of the Association	1991 – 2003 and 2005-2006 2001 – 2002 2006 - Present

National Council of Moving Associations (NCMA)

Director	2010 – 2015
Chairman	2015 - Present

American Moving and Storage Association (AMSA) Committees

ProMover Brand Oversight Committee (PBOC) Government Affairs Committee	2012 - 2020
---------------------------------------------------------------------------	-------------

Education Committee	
Driver Recruitment and Retention Committee	From
	establishment 2012 – 2015
ProMover Expansion Task Force	November 2012
Public Policy Review Subcommittee	January 2015
Board Member	2015 – 2020
ATA/Movers Conference	
Board member (inaugural board)	2020 - Present
Government Affairs Committee	2020 - Present
Leader of the ATA GAC enforcement task force	2020 – Present
Board member, MSI (Moving and Storage Institute)	9-7-17 - Present
International Association of Movers (IAM)	
Agent Advisory Committee (AAC)	2014 –
IAM External Relations subcommittee	2017
Domestic Asset Based Movers Board	2022 - Present

Application Form

Profile

Ellen

First Name

Middle Initial

Galstyan

Last Name

Email Address

N 5th St

Home Address

Suite or Apt

Burbank

City

CA

State

91501

Postal Code

Primary Phone

Alternate Phone

CA Department of Health
Care Access and Information

Employer

Research Data Specialist 2

Job Title

Health Policy Researcher

Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Length of time as a Burbank Resident:

4 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 Burbank resident, I want to be involved in the growth of the city and contribute to the future vision of a growing Burbank

Education

PhD in Preventive Medicine

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:

None

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.)

Burbank

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.

I currently hold a PhD in preventive medicine from the University of Southern California and I am a research associate with the CA Department of Health Care Access and Information.

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

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

Acknowledgment No. 1 - General

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☒ I Agree

Ellen Galstyan

Burbank, CA, 91501 | [REDACTED] [REDACTED]

EDUCATION

- Ph.D.** **Preventive Medicine (Health Behavior)** [OB] 2024
Keck School of Medicine, University of Southern California
- Dissertation:* Smoke-Free Housing Policies and Secondhand Smoke Exposure in Los Angeles Multiunit Housing
- B.A.** **Sociology** (*cum laude*) 2016
University of California, Riverside

PROFESSIONAL EXPERIENCE

California Department of Health Care Access and Information September 2024-present
Research Data Specialist II – Health Policy Researcher

Office of Health Care Affordability (OHCA)

- Supports the development and implementation of approaches to collect, analyze, and report data on total health care expenditures pertaining to health care entities.
- Coordinates with internal and external stakeholders to support the establishment of statewide targets by health care sector
- Evaluates the impact of the state health insurance spending target in slowing per capita health care spending
- Analyzes health care spending trends and variation, as well as synthesizes qualitative and quantitative findings for public reporting and executive board updates.

California Department of Justice
Research Data Analyst II

January 2024 - September 2024

Community Health and Environment Branch, Research Services Bureau
Office of General Counsel, Office of the Attorney General of California

- Collaborated with management and research specialists to develop data collection methods, and analyses regarding Prop 56 tobacco grantee activity dataset.
- Determined the most effective research methodology given the nature of the study and the current empirical research.
- Collaborated with management and research specialists to write professional memos, reports and research briefs and other documents in a timely fashion and tailored to the audience.
- Developed summaries, memos, reports, and/or pictographic representations of research and analytical results.

University of Southern California
Research Assistant

August 2019 – August 2023

Tobacco Center of Regulatory Science (TCORS) Project 2: *Influence of Tobacco Product Characteristics and Marketing on Diverse Populations of Vape Shop Customers Study*,
Department of Population and Public Health Sciences, Keck School of Medicine of USC

- Utilized statistical software (e.g., SPSS, SAS, STATA, Excel) to analyze data, identifying trends and insights aligning with grant objectives.
- Created ad-hoc reports, peer-reviewed publications, and presentations summarizing data findings and project progress reports for external stakeholders and grantors.
- Managed compliance measures regarding grant requirements and deadlines, contributing to successful grant execution.
- Trained field data collection team, ensuring adherence to research protocols and data accuracy.
- Developed and programmed survey measures in RedCap survey software

University of Southern California
Research Assistant

March 2022 – May 2023

USC Student Health and the Center for Black Cultural and Student Affairs, USC Student Health Center

- Conducted qualitative research data collection in university student health center regarding mental health services for Black/African American-identified students.
- Conducted literature reviews, managed project documentation, content analysis coding, and prepared manuscripts for publication.

University of Southern California
Project Assistant

October 2017 – August 2019

Tobacco Related Disease Research Program (TRDRP) research grant, *Southern California Vape Shop Reactions to New Policies*

Department of Population and Public Health Sciences, Keck School of Medicine of USC

- Conducted field data collection for state tobacco research grant project.
- Managed administrative tasks, including organizing project documentation, data management and organization.
- Utilized statistical software (e.g., SPSS, Excel, Stata) to analyze data, identifying trends and key data insights.
- Assisted in the development and maintenance of data collection protocols and measures, improving efficiency and data quality.
- Tracked relevant legislative policies and regulations relevant to tobacco retailers and tobacco products.

TEACHING EXPERIENCE

Teaching Assistant

Spring 2024

Course: Health Service Delivery (Preventive Medicine 508)

Department of Population and Public Health Sciences, University of Southern California

- Graded assignments and tests for 20 master's students
- Lead lecturer for 30% of class meetings (3/10 class lectures)
- Held weekly office hours

Teaching Assistant

Spring 2024

Course: Data Analysis B (Stata) (Preventive Medicine 511-B)

Department of Population and Public Health Sciences, University of Southern California

- Graded assignments and tests for 30 master's students
- Led weekly office hours reviewing statistical software and concepts

Teaching Assistant

Fall 2023

Course: Program Evaluation and Research (Preventive Medicine 536 - Online)

Online Master of Public Health Program (MPH)

Department of Population and Public Health Sciences, University of Southern California

- Graded assignments and tests for 20 master's students
- Guest Lecture on statistical analysis techniques
- Held weekly office hours

Teaching Assistant

Fall 2023

Course: Program Evaluation and Research (Preventive Medicine 536)

Department of Population and Public Health Sciences, University of Southern California

- Graded assignments and tests for 40 master's and PhD students
- Led weekly lab session on concepts using Stata data analysis software
- Developed and managed course online LMS (Blackboard) course materials
- Held weekly office hours

Teaching Assistant

Course: Principles of Biostatistics (Preventive Medicine 510- Online)

Spring 2023

Department of Population and Public Health Sciences, University of Southern California

- Graded assignments and tests for 40 master's students
- Led weekly lab session on data analysis methods and concepts using SPSS data analysis software
- Held weekly office hours

Teaching Assistant

Summer 2022

Course: Chronic Disease Epidemiology (Preventive Medicine 537)

Department of Population and Public Health Sciences, University of Southern California

- Developed and managed course online LMS (Canvas) course materials
- Graded assignments and tests for 30 master's students
- Held weekly office hours

Teaching Assistant

Summer 2022

Course: Chronic Disease Epidemiology (Preventive Medicine 537)

Department of Population and Public Health Sciences, University of Southern California

- Developed and managed course online LMS (Blackboard) course materials
- Graded assignments and tests for 30 master's students
- Held weekly office hours

Guest Lectures

03/18/2024 “Health Insurance Policy and the Healthcare Safety Net”, PM 508

11/16/2023 “Statistical Analysis in Program Evaluation”, PM 536

Peer- Reviewed Publications:

Huh, J., Galimov, A., Meza, L., **Galstyan, E.**, Unger, J. B., Baezconde-Garbanati, L., & Sussman, S. (2024). Evaluating trends in recruitment challenges in vape shop research, e-cigarette product characteristics and use among shop customers from 2019 to 2023: A mixed-methods study. *Tobacco Induced Diseases*, 22(May), 1-9.

Galimov, A., Kirkpatrick, M. G., Vassey, J., **Galstyan, E.**, Smith, A., Allem, J. P., & Unger, J. B. (2023). Oral Nicotine Gum Discussions on Twitter: Content Analysis. *Nicotine & Tobacco Research*.

Galimov, A., Vassey, J., **Galstyan, E.**, Unger, J.B., Kirkpatrick, M.G., Allem, J. (2022) Ice Flavor–Related Discussions on Twitter: A Content Analysis. *J Med Internet Res*. 24(11): e41785

Galstyan, E., Galimov, A., Meza, L., Huh, J.; Berg, C.J.; Unger, J.B., Baezconde-Garbanati, L. Sussman, S. (2022). An Assessment of Vape Shop Products in California before and after Implementation of FDA and State Regulations. *Int. J. Environ. Res. Public Health*. 19, 15827. <https://doi.org/10.3390/ijerph192315827>.

Huh J, Yu S, Galimov A, Meza, L., **Galstyan, E.**, Medel D., Unger, J.B., Baezconde-Garbanati, L., & Sussman, S. (2021). Hypothetical flavor ban and intention to vape among vape shop customers: the role of flavor preference and e-cigarette dependence. *Tobacco Control*. <https://doi.org/10.1136/tobaccocontrol-2020-056321>

Galstyan, E., Sussman, S. (2021). Nicotine Dependence and Prevention in Integrated Care Settings. In *Handbook of Evidence-Based Prevention of Behavioral Disorders in Integrated Care*. doi: 10.1007/978-3-030-83469-2

Huh, J., Meza, L., **Galstyan, E.**, Galimov, A., Unger, J.B., Baezconde- Garbanati, L., & Sussman, S. (2020). Association between federal and California state policy violation among vape shops and neighborhood composition in Southern California. *Tobacco Control*. **30:567-569**. <http://dx.doi.org/10.1136/tobaccocontrol-2020-055657>

Huh J., Meza L., **Galstyan, E.**, Galimov, A., Yu, S., Sheila Yu, Unger, J.B., Baezconde-Garbanati, L., & Sussman, S. (2020). Signs and customer behaviors at vape shops: Multivariate multilevel model analysis. *Addictive Behaviors Reports*. Volume 12, 2020,100299, <https://doi.org/10.1016/j.abrep.2020.100299>

Galimov, A., **Galstyan, E.**, Yu, S., Smiley, S. L., Meza, L., Baezconde-Garbanati, Unger, J. B., Sussman, S. (2020). Predictors of Vape Shops Going out of Business in Southern California. *Tobacco Regulatory Science*, 6(3),187-195. <https://doi.org/10.18001/TRS.6.3.3>

Galstyan, E., Galimov, A., Sussman, S. (2019). Commentary: The Emergence of Pod Mods at Vape Shops. *Evaluation and the Health Professions*. 42(1), 118-124. <https://doi.org/10.1177%2F0163278718812976>

Leventhal, A. M., Bello M. S., **Galstyan, E.**, Higgins, S. T., Barrington-Trimis J. L. (2019). Association of Cumulative Socioeconomic and Health-Related Disadvantage with Disparities in Smoking Prevalence in the United States, 2008-2017. *JAMA Intern Med*.

Sussman, S., Cowgill, B., **Galstyan, E.**, Richardson, J. (2018) Substance Abuse. In: Forman S., Shahidullah J. (eds) *Handbook of Pediatric Behavioral Healthcare*. Springer.

Presentations:

Galimov, A., Meza, L., **Galstyan, E.**, Huh J., L., Baezconde-Garbanati, Sussman, S., (October 2022). *Association of Tobacco Product Use Status with Future Tobacco Use Intentions in the Context of Hypothetical Regulations*. Oral Presentation at USC TCORS - Tobacco Center of Regulatory Science Meeting. Online.

Sussman S., **Galstyan E.**, Galimov A., Meza L., Boley-Cruz N. T., Baezconde-Garbanati L., Unger J. (February 2019). *Prevalence of Pod Mods in Vape Shops in Southern California*. Poster presented during the 25th annual meeting of the **Society of Research on Nicotine**, San Francisco, CA.

Sussman, S., Meza, L., **Galstyan, E.**, (April 2018). *Tobacco Center of Regulatory Science: The Marketplace and Products*. Symposium and Oral Presentation at USC TCORS-The State of Tobacco Regulatory Science Research on Diverse Populations: Moving Forward through the Landscape of Policy, Culture, and the Marketplace. Los Angeles, CA.

Bello, M.S., Goldenson, N.I., **Galstyan, E.**, Kirkpatrick, M.G., Cho, J., Pang, R.D., Leventhal, A.M. (February 2018). *Tobacco Abstinence Potentiates Attentional Bias Toward Racial Discrimination-Related Stimuli in African American Smokers*. Oral presentation at the 24th annual scientific meeting of the **Society for Research on Nicotine and Tobacco**. Baltimore, MD.

Tom, K., Hruza, S., **Galstyan, E.**, Simmons, C., & Cauffman, E. (June 2017). *Social Relationships in Callous-Unemotional Youth*. Oral presentation during the 23rd annual **UC Irvine Undergraduate Research Symposium**, Irvine, CA.

Hruza, S., **Galstyan, E.**, Tom, K., Simmons, C., & Cauffman, E. (May 2017). *Social Relationships of Callous-Unemotional Youth: The Effects of Relationship Quality on Offending Behavior*. Poster presented at the 29th annual meeting of the **Association for Psychological Science**, Boston, MA.

Galstyan, E., Hruza, S., Tom, K. Simmons, C., & Cauffman, E. (April 2017). *Few and Far Between: The Quantity and Quality of Peer Relationships among Callous-Unemotional Youth*. Poster presented at the 97th annual meeting of the **Western Psychological Association**, Sacramento, CA.

Skills

- Project Management
- Learning Management Systems (LMS): Canvas, Blackboard
- Expert Proficiency in computer software: Microsoft Office Suite (Word, Excel, PowerPoint, Teams), Adobe, Zoom, Google Workspace (Calendar, Docs, Drive, Sheets, Slides, Forms)
- Data Analysis Software: Microsoft Excel, SPSS, SAS, Stata

Application Form

Profile

Namrata Singh Gujral
First Name Middle Initial Last Name

[Redacted] Email Address

[Redacted] Clifden Lane Suite or Apt
Home Address

Burbank CA 91504
City State Postal Code

[Redacted] Alternate Phone
Primary Phone

Uniglobe Entertainment President Filmmaker
Employer Job Title Occupation

Which Boards would you like to apply for?

Burbank Cultural Arts Commission: Submitted
Planning Commission: Submitted

Length of time as a Burbank Resident:

App 30 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?

Serve the community of my hometown, Burbank.

Education

Bachelor of Arts

Additional Pertinent Courses or Training

See resume

Other Pertinent Skills, Experience or Interests

High profile films from Bollywood considered crossover in North America.

[Upload a Resume](#)

Community Involvement

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

Locally: Served on my HOA board for multiple years. National and International: Serve as a director on international cancer advocacy boards and veterans advocacy boards.

List Community activities in which you are involved:

See resume

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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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.

See resume

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

Just giving back to the community that has given me the best of what life possibly could.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Cultural Arts

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

See resume

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

I'd like to bring build more bridges between Burbank and Bollywood - two media capitals of the world.

Supplemental Questions

Acknowledgement

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☒ I Agree

Namrata Singh Gujral

Filmmaker | Producer | Motivational Speaker | Survivor Advocate

President, Uniglobe Entertainment

PROFESSIONAL SUMMARY

Award-winning filmmaker and media executive with expertise in Hollywood-Bollywood co-productions, socially relevant storytelling, and international cinema. Passionate about creating impactful content with humanitarian themes. Recognized as a thought leader in the entertainment industry, with speaking engagements at Oxford University, Stanford, and major film festivals.

EXPERIENCE

President & Filmmaker | Uniglobe Entertainment

(Hollywood-based production studio focused on socially relevant international projects)

2005 – Present

- Produced and directed multiple feature films and documentaries exploring critical social issues, including national security, cancer awareness, and cultural diversity.
- Created Hollywood-Bollywood co-productions, ensuring seamless cultural storytelling and global appeal.
- Regularly featured on major networks such as CNN, Fox, and Times of India for insights on international film collaborations.

PHILANTHROPY & ADVOCACY

Key Advocate | Multiple Sacramento initiatives including 'Death with Dignity' with California Assemblyman, Mike Gatto

Headline Influencer | Various cancer care initiatives including subsidized cancer care for underprivileged women at Tata Memorial Hospital, Mumbai, Max Global and National Bone Marrow Program (Undertaking of DoD, USA)

Lead Partner/Donor | Various veterans advocacy efforts including launching the GI Film Festival with Gary Sinise; fundraisers for multiple veterans charities including America's Gold Star Families, Gold Star Parents Retreat, Honoring Our Fallen, Project Roll Call, Warfighter engaged and Coast 2 Coast.

Founder, The Thrive Channel (TTC) (Launched 2017)

- Media brand supporting cancer survivors with shows like Destination Survival, Ultimate Survivor, and Thrive with Namrata.
- Featured top medical experts including Dr. Dennis Slamon (Inventor of Herceptin), Dr. Debu Tripathy (MD Anderson), and Dr. Deanna Attai (American Society of Surgeons).
- Personal survivor of both breast cancer and blood cancer, using media as a tool for awareness and empowerment.

SPEAKING ENGAGEMENTS & INDUSTRY CONTRIBUTIONS

- Oxford University (2020) – Invited speaker, joining past luminaries like John Kerry and Morgan Freeman.
- Stanford University, Nashville Film Fest, Melbourne Film Fest, Connecticut Film Fest – Speaker on Hollywood-Bollywood co-productions.
- FICCI (Mumbai, India) – Keynote speaker on global co-productions, invited by Yash Chopra (Founder, Yash Raj Films).
- Film Festival Juror & Miss India-America Pageant Judge – Recognized contributor to international film and cultural events.

HONORS & RECOGNITION

- Lifetime TV “Remarkable Women” Honoree – First Indian-American recognized alongside Michelle Obama and Hillary Clinton.
- Emmy Nomination Consideration (2002) – For role in Family Law alongside Tony Danza and Kathleen Quinlan (Columbia TriStar submission).
- Box Office Success – Americanizing Shelley outperformed Changeling and Benjamin Button in select international markets.

Key Productions

- America, Invaded (2024) – Docudrama on U.S. national security, featuring personal accounts from military heroes and Gold Star families.
- America’s Forgotten (2020) – Investigative documentary on immigration policies (Trailer released by Newsweek).
- Finding Match (In Production) – Docu-drama on blood cancer and genetic stem cell matching across ethnic communities.
- 5 Weddings (2018) – Hollywood-Bollywood rom-com, theatrically released in 54 countries, exploring transgender representation in Indian culture.

- 1 a Minute (2010) – Documentary on breast cancer, featuring Olivia Newton-John, Deepak Chopra, Melissa Etheridge, Jaclyn Smith and Billy Baldwin (Honored by Lifetime TV as a “Remarkable Woman”).
- Americanizing Shelley (2007) – Romantic comedy starring Beau Bridges and Wil Wheaton, released theatrically in 24 countries.
- American Dream (2011) – Drama on immigrant challenges, starring Satya Bhabha and Alex Veadov.

UPCOMING PROJECTS

- STILL – Sci-fi feature (currently casting)
- Tie That Binds – War drama centered on an international NATO mission (in scripting phase)

CONTACT

Danielle Perez

Uniglobe Entertainment

Phone:



Email:



Profile

Greg
First Name

A
Middle Initial

Jackson
Last Name

[Redacted]
Email Address

[Redacted] East Harvard Road
Home Address

Suite or Apt

Burbank
City

CA
State

91501
Postal Code

[Redacted]
Primary Phone

Alternate Phone

Retired
Employer

Retired
Job Title

Retired
Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Length of time as a Burbank Resident:

35 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 believe that citizen input on our boards and commissions strengthens our community.

Education

University of California, Berkeley - Undergraduate degree in History & Economics. California State University, Long Beach - Graduate studies in Public Administration

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

I have more than 40 years of experience in the field of urban planning. Ten years as a staffer to two LA City Council members and thirty years as a land use consultant.

Upload a Resume

Community Involvement

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

Infrastructure Oversight Board - 2019 to 2023 (one term as chairman) Burbank Planning Board - 1997 to 2009 (two terms as chairman) Burbank Transportation Board - 1995 to 1997

List Community activities in which you are involved:

BUSD Citizens School Bond Oversight Committee - 2013 to 2021 (two years as chairman)
BUSD Citizens School Bond Oversight Committee - 1997 to 1999

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

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:

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.

I over 40 years experience in the field of Planning. Ten years as a Deputy LA City Councilman and 30 years as a private land use consultant.

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

To insure that future development is balanced with our existing infrastructure.

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

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

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

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☒ I Agree

Application Form

Submit Date: Mar 23, 2025
Resubmitted for City Council
Consideration: May 14 2025

Profile

Toni Nancy

First Name

Xiong

Last Name

Middle
Initial

Email Address

W Monterey Ave

Home Address

Suite or Apt

Burbank

City

CA

State

91506

Postal Code

Primary Phone

Alternate Phone

Self

Employer

Owner

Job Title

Small business owner

Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Length of time as a Burbank Resident:

9 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 strong passion for contributing to the growth and development of our community. Being part of this board would give me the opportunity to help shape the future of the city by promoting sustainable, thoughtful planning that balances growth with preserving the character of our area. I believe that my experience and skills in real estate, combined with my desire to ensure the long-term success and livability of our city, make me well-suited for this role. I'm excited about the prospect of collaborating with others to make informed, positive decisions that benefit both current residents and future generations.

Education

Bachelor of Arts, New York University (major: Economics, minor: chemistry. Pre-med). MBA, Colorado State University.

Additional Pertinent Courses or Training

Real Estate broker (licensed since 2004). Served on various Committees and Boards at Greater Los Angeles Board of Realtors 2012-2020, volunteer in various positions, financial literacy outreach programs, fund raisers, served on Budget Advisory Committee of BUSD 2022.

Other Pertinent Skills, Experience or Interests

I have extensive experience in real estate management, which has given me a deep understanding of property development, zoning laws, and community impact assessments. My work in commercial real estate has also provided me with insights into infrastructure needs, market trends, and the importance of creating vibrant, functional spaces for residents and businesses alike. We did an addition on our house, and is hoping to do an ADU in the future, I have a great interest in the new developments and changes happening in Burbank. I love art, also am a part of the California Creative Art that shows often at the Colony Theatre.

Upload a Resume

Community Involvement

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

Served on Budget Advisory Committee of BUSD 2022.

List Community activities in which you are involved:

Both children attend BUSD (Edison), various Parks and Rec activities, participated in Burbank AYSO, currently members of Burbank YMCA, and Burbank Little League.

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.

My educational background, combined with my extensive hands-on experience in real estate management, has allowed me to develop a solid grasp of zoning regulations, land use, and property development. I also possess strong analytical and problem-solving skills, which I have applied in assessing development proposals, evaluating infrastructure needs, and addressing community concerns. I own residential and industrial properties, staying informed on the latest trends and best practices in planning and sustainable development.

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

My primary goal in serving on the city planning board is to contribute to the responsible and sustainable development of our community. I want to help guide growth in a way that not only supports economic progress but also enhances the quality of life for residents. By serving on the board, I aim to advocate for balanced and thoughtful decision-making that considers long-term environmental, social, and economic factors.

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

Acknowledgment No. 1 - General

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☒ I Agree

MOTO To make a positive impact on our world while producing at the highest level.

EDUCATION New York University, New York, NY

School of Arts and Science, B.A. Economics. Pre-Med Program Completed.

Major: Economics, Honors Program. Minor: Chemistry. SAT Math: 800/800, Verbal: 690/800.

Colorado State University, Boulder, CO

M.B.A. Masters of Business Administration

EXPERIENCE

09/06 – present **Real Estate Investments**
Principal

10/05 – present **National Association of Realtors, CA**
Broker-Associate, Licensed Real Estate Broker of California

05/01 – 11/2008 **F1 Securities (private equity), Los Angeles, CA**
VP

- Oversee all real estate acquisitions as a licensed Realtor of California
- Manage 7 employees in daily operations
- Act as head liaison with the China division which have up to 20 employees
- Manage various special projects, head up teams in Asia and in North America
- Analyze and supervise company's financials and budgetary issues

05/00 – 05/01 **Tradescape (Etrade), New York, NY**
Stock Trader

- Head of a team that researched and executed large stock positions
- Researched economic issues and theories for trading team using wire feeds such as Bloomberg
- Was featured in Fortune Magazine Feb 2000 issue for exceptional performance

2/00 – 1/01 **Department of Economics, New York University, NY**
Assistant Office Manager

- Reconciled student inquiries for undergraduate and graduate departments
- Researched economic issues and theories for department faculty
- Made preparatory arrangements for departmental seminars and forums

VOLUNTEER

Please see <https://www.linkedin.com/in/toninx/>

SKILLS

- Fluent in speaking and reading Chinese, certified medical interpreter
- KAPLAN tutoring in SAT and various SAT II subjects
- VP for Asian Cultural Union at New York University
- Recipient of Scholastic Scholarship, City Council Merit Award, New York, and ARISTA National Honor Society

Toni Nancy Xiong: Real Estate Professional - 2025

With over two decades of experience, Toni Nancy Xiong is a seasoned real estate and property management professional. Since 2004, she has been licensed by the Department of Real Estate (DRE) and holds a National Mortgage Licensing System (NMLS) license, showcasing her commitment to professionalism and regulatory compliance.

Toni's academic journey began at New York University, where she graduated with dual majors in Pre-Med and Economics. She furthered her education with a Master of Business Administration (MBA) from Colorado State University, refining her business acumen for success in the real estate market.

Specializing in brokerage services in industrial, multi-family, medical, and property management, Toni has consistently demonstrated her proficiency across various domains within the real estate industry. Her extensive experience in real estate management includes overseeing portfolios of multifamily units, and managing day-to-day operations for properties under her ownership and client portfolios.

Her involvement in syndications underscores her strategic vision and ability to deliver exceptional returns on investment. Currently, she serves as a limited partner in four portfolios comprising over 1,200 doors, with a total fund value exceeding \$198 million, and acts as a general partner in 132 doors, with over \$16 million in assets under management. This is a testament to her keen eye for fruitful opportunities and her adeptness in capitalizing on them.

Toni's other investments include ownership of investment properties spanning California, Nevada, Texas, Georgia, Florida, and Illinois. Her diversified holdings speak volumes about her versatility and adaptability in navigating diverse real estate markets.

In addition to her accomplishments in real estate, Toni is also an astute entrepreneur, currently co-owning four small businesses across the United States. Her entrepreneurial ventures and investments further demonstrate her versatility and leadership in diverse business domains.

Beyond traditional real estate transactions, Toni is proficient in hard money lending and bridge financing, leveraging her financial acumen to navigate deals with precision. Her company, Direct Lender Capital Inc., is based out of San Francisco. Toni's dedication to excellence and innovation solidifies her position as a notable professional in the dynamic real estate and property management industry.

Application Form

Profile

Bennett

First Name

A

Middle
Initial

Taraceba

Last Name

[REDACTED]

Email Address

[REDACTED] North Hollywood Way

Home Address

[REDACTED]

Suite or Apt

Burbank

City

CA

State

91505

Postal Code

[REDACTED]

Primary Phone

[REDACTED]

Alternate Phone

Wash Laundry Systems

Employer

Manager, Supply Chain

Job Title

Computer Scientist

Occupation

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:

44 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 long time resident of this city and a father of two young sons ages 7 and 5, I feel that it is incumbent of me to ensure that the Burbank I experienced growing up is preserved, yet evolves in a manner that my children and the children of residents see a sustainable balance of the city's growth and its preservation of the elements and character that has distinguished Burbank as a city for both families and for businesses.

Education

I have a Bachelors of Science in Computer Sciences from the California State University at Long Beach

Additional Pertinent Courses or Training

Lean Six Sigma Green Belt, 2024 Career Development Solutions Certified Global SME for Oracle ERP Implementation, 2024 Received Training to be certified as Global SME for Production Modules on Oracle

Other Pertinent Skills, Experience or Interests

Upload a Resume

Community Involvement

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

None Applicable

List Community activities in which you are involved:

I am currently of baseball coach and flag football coach through the city of Burbank Parks Department 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.

No Family members are currently employed in the city.

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:

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.

Since the Park, Recreation and Community Services isinvolved in several sustainable/ecological initiatives for the betterment of the city, I feel that my technical and logistical background can offer a uniquely different perspective as to the departments implementation of project capstones and the preplanning of initiatives. Also my understanding of budgetary and project planning will benefit the the Parks, Recreation Community Services staff as they plan and implement all projects.

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

I wish to be involved to make a difference. My desire is to give back to a city that has given so much to me is important. I remember playing baseball games at Mc Camebridge or at Brace Canyon, or when I played soccer at Thomas Edison Elementary School. Those programs, provided through the Parks Department, were a positive influence in my life. Even playing at George Izay or Ralph Foy Park was a great experience.

Second Choice

SECOND 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

I believe that my experience in logistics, project planning and budgetary preparation can be utilized for the benefit of the planing commission. My experinece would bring a different, if not fresh, perspective to the commission so that new and innovative ideas and positions are put forward as food for thought to better drive the discussion that is how to make the City of Burbank a better place for its current and future residents and for current and future commerce.

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

Ultimately, I wish to serve for the betterment of the community. I desire the chance to be a voice for my children that will live in Burbank. I wish to ensure that they enjoy this city as much as I and my family has for over 40 years.

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

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☒ I Agree

Application Form

Profile

Leslie E Zwicker
First Name Middle Initial Last Name

[Redacted] [Redacted]
Email Address

[Redacted] W Tujunga Ave [Redacted]
Home Address Suite or Apt

Burbank CA 91502
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

Colortime Director of Client Services Post Production
Employer Job Title Occupation

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:

21 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 lived in Burbank since 2004. I love this city and would love to be more involved in the civic part of the city. I want to grow in my community.

Education

I have a BA in Communication, from Washington State University, Edward R Murrow School of Communication, and a minor in Business Administration.

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

I am very skilled at admin work, critical thinking skills, and being the center of organizing multiple clients and vendors. Getting things completed on task and within budget. Communicating clearly and effectively with all parties to ensure work is completed as requested

Upload a Resume

Community Involvement

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

Burbank

List Community activities in which you are involved:

Currently, I have not participated in 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

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.)

Burbank

AB 1234 Training

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Parks and 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 am very skilled at admin work, critical thinking skills, and being the center of organizing multiple clients and vendors. Getting things completed on task and within budget. Communicating clearly and effectively with all parties to ensure work is completed as requested

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

To become more involved with the city, become closer to my community.

Second Choice

SECOND 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

I am very skilled at admin work, critical thinking skills, and being the center of organizing multiple clients and vendors. Getting things completed on task and within budget. Communicating clearly and effectively with all parties to ensure work is completed as requested

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

To become more involved with the city and become closer to my community.

Supplemental Questions

Acknowledgement

Leslie E Zwicker

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☒ I Agree

LESLIE ZWICKER

CONTACT



[REDACTED]



[REDACTED]



Burbank, CA 91502

CAREER OBJECTIVE

Hardworking, highly motivated professional with excellent communication, time management, and interpersonal skills. A driven and detail-oriented individual who wants to help your company look the best it can, while providing the best customer service and maintain the utmost professionalism.

EXPERIENCE

August 2022 - Present

Director of Client Services

ColorTime, North Hollywood, CA

- Oversee a small department of in house producers to manage all shows (TV/features/Digital media) in the facility.
- Liaise between client needs and post house operations/engineering.
- Utilized strong communication skills to build and maintain relationships with clients, colleagues, and management.
- Managed multiple projects simultaneously while meeting tight deadlines.
- Drafted clear communications such as emails, letters, and memos for internal use or external distribution.

February 2021 - August 2022

In-House Producer

ColorTime, North Hollywood, CA

- Work directly with Post Dept on TV shows to facilitate getting show from online to air
- Client facing position, organizing work through facility, ensuring all questions are answered and work is streamlined
- Experience with platform delivery, HDR workflow, IMF, UHD and HD file based delivery
- Accounts: 20th Television, ABC, NBC, Hulu, DirecTV

August 2020 - February 2021

Account Manager

Data Media Services, Burbank, CA

- Manage multiple accounts, providing customer service and ensuring work is flowing smoothly through the facility for an on-time delivery
- Timely communication with clients regarding issues or concerns with project
- Ensuring all orders are correctly billed

- Experience with Netflix Backlot, Netflix requirements, Amazon delivery/packaging, iTunes
- Accounts: NBCU, Fremantle, HBO, CDC United Network

December 2018 - March 2020

Client Service Account Manager

Fotokem Industries, Burbank, CA

- Work directly with content service providers; providing customer service
- Manage and organize creation of all the master files for deliverables (pro-res, audio, subtitles)
- Provide pricing quotes to clients
- Communicate with Distributor any and all issues that arise with source files
- Write deliverable and mastering file work orders
- Ensure deliverable files are delivered on time – liaising with other departments
- Keep the mastering orders ahead of schedule in order to have all assets needed for final deliverables
- Updating multiple platforms to ensure proper information is disseminated to all in need.

July 2008 - July 2011

In-House Post Supervisor

Modern VideoFilm, Burbank, CA

- Work directly with clients, management, and creatives to ensure projects are delivered on time, to spec, and are of TV quality
- Oversee budgets for multiple accounts
- Supervise sessions required for completion of projects
- Decide best course of action if client was unavailable
- Accounts: 20th Century Fox, Marvel Animation, Warner Brothers, MTV

EDUCATION

May 1999

Bachelor of Arts in Communication - Emphasis: Broadcast Production

Washington State University, Pullman

REFERENCES

References available upon request

Application Form

Profile

Thomas E Perez
First Name Middle Initial Last Name

[redacted]
Email Address

[redacted] N. Evergreen St.
Home Address Suite or Apt

Burbank CA 91505
City State Postal Code

[redacted]
Primary Phone Alternate Phone

recent graduate from local university phd student
Employer Job Title Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Length of time as a Burbank Resident:

since 1971

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 dedicated resident, I'm eager to contribute my skills and passion to Burbank's future as a member of the Planning Board, if hired. My academic background, including a minor in Mathematics and elective coursework in Urban Studies, has provided me with a strong foundation in analyzing complex data and understanding the multifaceted nature of urban development. I particularly value the critical thinking emphasized in my studies, a skill I believe is essential for thoughtful and responsible planning. My interest stems from a deep appreciation for Burbank's unique character: [viz] its well-regarded schools, comprehensive city services, and the sense of community we all share with pride. Having witnessed Burbank's evolution, I am keen to help balance growth with preserving the qualities that make our city quite exceptional. I believe that effective planning involves a blend of strategic foresight, passion, tenacity, community engagement, commitment, and dedication to sustainable development. I'm very enthusiastic about the opportunity to collaborate with fellow committee members and city staff to make informed decisions that will benefit all Burbank residents, given the chance. Serving on this committee is not just about leveraging my academic background; it's about giving back, and actively participating in shaping the physical and social fabric of the city I proudly call home. I am extremely committed to dedicating my time and analytical abilities to ensure Burbank continues to thrive for generations to come.

Education

Two AA degrees (Engineering & Technology - (PCC). Natural Sciences - (PCC) BS Computer Science w/ math minor (CSUN) MS Computer Science (CSUN)

Additional Pertinent Courses or Training

1 year Urban Studies (CSUN) Formal logic (AKA symbolic logic) (CSUN)

Other Pertinent Skills, Experience or Interests

Critical thinking skills. People skills.

Upload a Resume

Community Involvement

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

I never had the pleasure and opportunity.

List Community activities in which you are involved:

None regrettably.

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 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.

Computer Science is/was my passion, including a minor in Mathematics and elective coursework (1 academic year) in Urban Studies, gave me with a good and solid foundation for analyzing complex information. In addition, I understand understanding the multifaceted nature of urban development. I value the critical thinking required during my studies.

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

Serve the community. Serve the committee. Work extremely hard to collectively as a team, get projects done, and done very well, knowing that there's a lot a research and time involved.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

None

Thomas E Perez

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

Thomas Ephraim Perez

██████ N. Evergreen St. Burbank, CA 91505
████████████████████████████████████████

Career Objective

Seeking a full-time opportunity where I can apply the knowledge of computer science, programming, math, social skills, and critical thinking learned through my undergraduate and master's course work. This includes knowledge gained from previous technical support employment. I seek work in software development, computer engineering, computer programming, or computer_science/research, (latter two differ of course). I wish to surround myself the conditions I wish to achieve. I endeavor to pay-forward.

Highlights

- Master's in Computer Science: May 2023.
- Jet charter pilot - first officer. Advanced FAA Certified Flight Instructor (as extra income).
- Previous employment: technical – mainly computer and postproduction engineering support, in addition to music and ADR recording studio engineering support.

Relevant Experiences

During my course work, had exposure with various programming languages eg., Python, C++, Java, Swift, Prolog, JavaScript, HTML, and CSS. Nine years Sr. mainframe tech at a major computer manufacturer. Familiar with hard deadlines, QA, and loyalty.

Projects accomplished during my Master's classes:

- Developed a team fullstack application using AWS, and the MERN (Mondo, Express, React, NodeJS) technology stack.
Machine Learning and MITM detection graduate projects.
- Software Engineering Process class was practical as well, and very thorough in terms of industry standard practices - Agile, UML, GitHub, design, etc. Our projects included peer-to-peer scheduling, games, software testing, and more.

- Developed (Aug 2024) an iOS app for the common-good. Name: "LCTO-14". More features TBA. A solo project.

Past Experiences

Oct 2024 – Nov 2024

Election/Poll Worker – County of Los Angeles

Oct 1999 - Aug 2004

Sr. Engineer - Fox Family Channel

Avid editorial support, Mixing, ADR and Foley stage support. Fiber certified.

Equipment integration, (AES rack builds for pro' AV and broadcast gear).

10960 Wilshire, Westwood, CA 90024. (Bought out by Disney Corp)

May 1996 - Oct 1999

Chief Engineer - The Complex (Formally, a George Massenburg Studio)

ADR support for The Simpsons, King of the Hill, Futurama, Dilbert, etc. Solo designed and built a working 5.1 audio phase analyzer. AVID support certified rep', (ACSR).

2323 Corinth Ave, W. LA, CA, 90064. (Bought out by KJLA Radio)

June 1990 - May 1996

Recording Studio Technician - major music recording studios in LA

Jan 1980 - Aug 1989

Sr. Mainframe Computer Technician - Unisys (formerly Burroughs Corp.)

Power Systems component level troubleshooting. Advanced over to Mainframe logic troubleshooting during most of my tenure.

Mission Viejo and Rancho Santa Margarita, CA

Experience - other

Jet charter first officer and **FAA Certified Flight Instructor** (on the side).

*CFI, CFII, SEL, SES, MEL, AGI, ATP†. Taught actual spin training.

(*Certified Flight Instructor (visual rules), Certified Flight Instructor (instrument rules), Single Engine Land-plane, Single Engine Seaplane, Multiengine land-plane, Advanced Ground Instructor, †Airline Transport Pilot)

Surgical tech while in high school and early college.

Education

- California State University, Northridge
Master's in Computer Science – May 2023 ††
- California State University, Northridge
Bachelor's in Computer Science - Aug 2020 †††
Minor in mathematics

Miscellaneous

Road bicycling, music writing, weightlifting, and reading. Interests also include quantum computing, immunology, math (viz – G/W max-cuts, linear transformations, and quantum optimization computes).

††

Thesis: “CD4+ T-help Cell Fate Optimization Using the DwaveSys Quantum Computing Unit”. A fully tested practical immunological quantum computer application - a solo endeavor.

†††

Sr. research project: “Natural Killer T-cell Dynamics Simulation in C++” - another solo endeavor.

Application Form**Profile**

Farrah

First Name

Assadi

Last Name

Middle
Initial[REDACTED]
Email Address

[REDACTED] N. Niagara St

Home Address

Suite or Apt

Burbank

City

CA

State

91505

Postal Code

[REDACTED]
Primary Phone

Alternate Phone

Monument Consulting

Employer

Director of Business
Development

Job Title

Workforce Management
Best Practices and
Software)

Occupation

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:**

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?

I want to give back and contribute to my community. Serving in this way is something that resonates with me deeply and I want to help the Burbank community keep growing and improving. As a resident of Burbank, I truly love living here and want to give back to this community that has been a wonderful home to my family and I.

Education

UCLA – Bachelor of Arts with a Major in Political Science. Graduate of the class of 2003.
Magna Cum Laude.

Additional Pertinent Courses or Training

CCWP Certification (Certified Contingent Workforce Professional): This is a certification program from Staffing Industry Analysts designed for individuals in human resources, procurement, and other roles related to contingent staffing. It assesses and enhances expertise in managing contingent workforce programs. Leadership Burbank – Graduate of the Class of 2025 Leadership Burbank is a nonprofit organization dedicated to identifying, educating, and motivating current and emerging leaders in Burbank to develop ideas and solutions that make Burbank a strong, sustainable and vibrant community. For more information, please visit www.leadershipburbank.org

Other Pertinent Skills, Experience or Interests

- Extensive project management experience throughout my professional career. Ability to manage multiple projects.
- Experience in B2B software and professional services sales/business development for Fortune 1000 companies.
- Strong PowerPoint skills and presentation skills.
- Change management and training experience.
- Expertise in workforce management best practices and the ability to help organizations optimize their hiring processes, improve access to quality talent and improve compliance. Areas of expertise include:
 - o Workforce Planning and Analytics: Analyzing workforce trends and making strategic decisions about staffing.
 - o Recruitment and Talent Acquisition attracting and hiring the best talent to meet the organization's needs.
 - o Onboarding and Orientation: Ensuring new employees are integrated into the company and its culture.
 - o Compliance and Risk Management: Ensuring adherence to employment laws and regulations.
 - o Training and Development: Providing opportunities for employees to enhance their skills and knowledge.
 - o Performance Management: Evaluating employee performance, providing feedback, and setting goals.
 - o Employee Engagement and Retention: Creating a positive work environment to motivate and retain employees including competitive compensation and benefits packages.

[Upload a Resume](#)

Community Involvement

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

I haven't served on a City Board, Commission or Committee yet. I did recently graduate from the Leadership Burbank program.

List Community activities in which you are involved:

Leadership Burbank: While in the Leadership Burbank program this year, our project is supporting the City of Burbank's Adaptive Sports Program. Adaptive sports provide a vital opportunity for individuals with disabilities to engage in physical activity, build community, and challenge perceptions. Participation improves physical health, supports mental wellness, and fosters a greater sense of inclusion for all residents. Our project "Play Without Limits," raised funds (close to \$90k) and awareness to provide a fleet of adaptive sports equipment to help ensure that people of all abilities can participate in recreational and competitive activities. The funds raised via corporate sponsorships, fundraising events and individual donations enabled us to purchase and donate:

- All-terrain hiking wheelchairs to support inclusive outdoor adventures. These motorized, all-terrain wheelchairs will open up Burbank's beautiful trails to individuals with mobility impairments for the very first time.
- Para Fencing wheelchairs and frames designed for adaptive fencing programming. This specialized gear is fueling the expansion of Burbank's para fencing program, now the largest municipal program of its kind in the region.

In addition, I have participated in other volunteer activities such as fostering cats and TNR. I have also donated and volunteered with organizations such as Covenant House where we helped with workforce coaching such as writing resumes, job interview practice/coaching and job search skills. I have also donated on a regular basis to organizations such as 5Acres and ASPCA. Kaiser's Educational Theatre Program: I helped to create content and manage a variety of community benefit programs and events including: Empower Free Summer Camps for at risk youth and free community benefit programs such as healthy eating workshops, anti-bullying and conflict resolution community workshops.

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.)

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:

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.

I have very strong planning skills. I have helped to create roadmaps, long term goal planning and event planning throughout my professional career including at the Kaiser Permanente Educational Theatre Program, Insight Global and Monument Consulting. I have helped Fortune 1000 companies create roadmaps for both tactical and strategic improvements. As a result of the planning, I was able to help these organizations be more efficient, impactful and sustainable. These improvements include technology improvements, digital transformation and human capital best practices. These plans have resulted in organizations evolving to have more efficient processes, better visibility, better access to talent, cost savings, improved compliance and better reporting/analytics.

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

I want to help the City of Burbank reach its various goals by helping with planning. It is a very satisfying experience to work together to establish goals/roadmap, work toward that common goal and create a plan that will be beneficial for the community. I really enjoy the process of planning and working toward goals to make them a reality. Planning is one of my strong skills and my goal is to utilize my abilities to help the Planning Commission be as impactful and successful as possible.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

The 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 extensive experience with community services from both my professional and personal life. I have experience with planning and executing community services and recreational events for the past 18 years. Most recently as part of our Leadership Burbank journey, I partnered with the City of Burbank's Adaptive Sports Program. I helped to project manage our class project, "Play Without Limits." We successfully raised \$90,000 for adaptive equipment including adaptive hiking wheelchairs and para fencing wheelchairs and equipment. Additionally, we also raised visibility for the amazing work that the Adaptive Sport's Program is doing. As a result of this successful class project, we were able to expand the number of individuals who can participate in the Parks and Recreation Adaptive Sports Program. The adaptive hiking wheelchairs are the first ones in the City of Burbank and the beautiful hiking trails will be accessible to adaptive hikers for the first time. It was truly a pleasure and honor to partner with Diego and his team at the Parks & Recreation department. Another example is from my professional career at Monument Consulting. I helped to plan and execute industry conferences including content for presentations and post conference recreational events. An additional example is when I worked at Kaiser Permanente's Educational Theatre Department. My focus was planning and executing community benefit educational initiatives. My responsibilities included the below:

- Project manage multiple projects and ensure that deadlines are met.
- Build relationships and partnerships with organizations that have similar missions.
- Find and interview new talent.
- Delegate internal resources and staff to various projects as needed to ensure that we hit deliverables on time.
- Manage health educators and deploy resources where they are needed.
- Plan, organize, and direct staff trainings.
- Serve as a consultant and creative advisor in the development and creation of new programs.
- Promote and market new programs within the Southern California territory.
- Help create documentation and content for the shows and workshops that we were performing in.
- Conduct research to find data and statistics to support program content.
- Perform in the educational theater shows.
- Perform in kids nutrition workshops in the classrooms.
- Facilitate parent workshops to deliver educational messages to parents (in both English and Spanish).
- Educate parents on the message of the shows so that they are integrated in the community health solutions with their children.

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

My goal is to assist the Park, Recreation and Community Services Board to make improvements and come up with new ideas to make best use of the public areas in the city. I will bring helpful information and best practices advisory to the table. I want to help make recommendations for the best use of resources and funds in order to have the most positive impact on the community. I have helped many Fortune 1000 companies to create roadmaps for the future of their organization. These plans have resulted in organizations evolving to have more streamlined processes, better accessibility, and better management of resources.

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

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☒ I Agree

Farrah Assadi

Burbank, CA

OBJECTIVE

To obtain a position that will allow me to utilize the skills developed through my education and work experience.

EDUCATION AND CERTIFICATIONS

Leadership Burbank: Graduate Class of 2025

CCWP Certification: Certified Contingent Workforce Professional as per the SIA

University of California, Los Angeles

Bachelor of Arts in Political Science

June 2003

Graduated Magna Cum Laude with a 3.82 grade point average

SKILLS

- Proficient in: Microsoft Word, Excel, PowerPoint, Access, SharePoint, Outlook, Microsoft Dynamics, Concur, Salesforce, Graphite Connect, Tableau
- Applicant Tracking Software (ATS) and Vendor Management Software: Beeline, SAP Fieldglass, IQNavigator, PeopleFluent, Vector, Econometrix, VNDLY, Flextrack, Coupa CCW, Contract Central, Taleo, Scout, Wand and 3Story
- Technical aptitude (understanding of SaaS based solution)
- Full Life Cycle of Requisitions from intake calls to offers executed
- Ability to create effective Boolean searches to identify the best candidates for open positions
- Excellent communication and presentation skills
- Typing Speed ~50wpm
- Fluent in English, Spanish, and Farsi
- Contingent labor best practices and governance
- Strong organizational and project management skills
- Ability to write successful RFP bids and Statements of Work

EXPERIENCE

Director of Business Development

Monument Consulting, Los Angeles, CA

February 2019-Present

- Serve as a B2B liaison and help generate business for contingent workforce management solutions, software implementations and consulting engagements.
- Help drive the sales cycle for complex B2B enterprise level sales for software implementations and best practices for the non-employee workforce of Fortune 1000 companies.
- Experience building, developing and maintaining relationships with C-Level executives, procurement, HR, IT, Legal and Finance Departments of Fortune 1000 companies.
- Draft and coordinate responses for Requests for Proposal (RFP).
- Schedule, design and deliver presentations to stakeholders and C-Suite executives.
- Help educate prospective clients and provide solutions relating to vendor management software (i.e. SAP Fieldglass, Beeline, Workday VNDLY, Flextrack, etc.) and other process improvements relating to contingent workforce management and total talent management.
- Develop relationships with various channel partners and create educational content for them to be able to cross sell our MSP and consulting services.
- Project manage a variety of active clients and also potential future clients (prospects) and drive them forward along the sales cycle.
- Close multi-million dollar deals that have enterprise-wide impact across the entire organization.
- Oversee execution of Client Services Agreements and Consulting SOWs.

- Participate in VMS software implementations to ensure successful communication with client sponsorship team.
- Help plan and execute conferences including content for presentations and post conference recreational events.
- Workforce advisory and best practice guidance.

Sr. Account Manager

Insight Global, Los Angeles, CA

September 2011- February 2019

- Serve as a B2B liaison and gather requirements from hiring managers at Fortune 1000 companies.
- Experience building, developing and maintaining relationships with C-Level executives of Fortune 500 companies.
- Ability to prospect and find leads at different companies to help develop new business.
- Account management for various sectors including: healthcare, entertainment, technology, retail, medical devices, SAAS, and banking.
- Cold call to find and generate new business.
- Build relationships with hiring managers to get open positions and receive exclusive job openings.
- Bring in contract, contract to hire and direct placement positions and drive the recruiting process to ensure the positions are filled by the best qualified candidates as quickly as possible.
- Develop business for the company including standard staff augmentation, enhanced staffing solutions and managed service solutions.
- Bring in and negotiate over 23 new contracts for the company including: Abbott Laboratories, St. Jude Medical, Intuit, Dole, PennyMac, Bank of America, Tutor Perini, Yahoo, NCR, Digital Insight, and Guitar Center.
- Generate over 1 million dollars in net annual profit for the company for over 5 years in a row.
- Consistently one of the top 3 performers for the entire LA region.
- Project manage a high volume of requisitions concurrently and get internal support from management to leverage the national recruiting team.
- Promote over 15 recruiters to either Account Management roles or Professional Recruiter roles.
- Bring in a variety of open job requisitions in IT (both SDLC and infrastructure), Finance, Engineering, Marketing, Customer Service, Human Resources, Clerical and Regulatory.
- Coordinate interviews and follow up on interview feedback and next steps such as onboarding candidates to start their new positions.
- Utilize a variety of vendor management softwares to submit candidates including: Beeline, SAP Fieldglass, IQN, PeopleFluent, Econometrix, Contract Central, Vndly, Taleo, Wand, and 3Story Synergy.
- Help drive the recruiting process to get quality candidates submitted to open positions.
- Help establish compliance standards for national accounts and create checklists that are used company wide.
- Manage a team of 6 recruiters that are direct reports and an additional team of 40 recruiters that are matrixed within the organization.
- Educate new Account Managers on the rules of engagement for our national accounts.
- Actively recruit candidates for open positions from a variety of sources including Monster.com, Careerbuilder.com, Dice.com, Indeed.com, Ladders.com, LinkedIn, job fairs, industry specific seminars, and social media.
- Create effective Boolean searches to identify the best candidates for open positions.
- Fill a variety of requisitions including: Software Engineers, Web Developers, QA Analysts, Product Managers, Project Managers, Business Analysts, Architects, Systems Engineers, Network Engineers, Database Administrators, Helpdesk, DevOps Engineers, Security Engineers, Electrical Engineers, Reliability Engineers, Financial Analysts, Accountants, Copy Editors, Marketing Coordinators, Buyers, Legal Assistants, Compliance Specialists, and Administrative Assistants.
- Experienced with the full life cycle of requisitions from requisition intake from hiring managers to candidate sourcing to interview confirmations and offers executed.
- Complete RFI/RFPs and win large scale projects for national clients.

Promoted!!!

Recruiter

Insight Global, Los Angeles, CA

January 2011- September 2011

- Recruit and source candidates for a variety of IT, Finance, Marketing, and Regulatory positions.
- Coordinate interviews.
- Utilize a variety of vendor management softwares to submit candidates including: Beeline, SAP Fieldglass, IQN, PeopleFluent, Econometrix, Contract Central, Wand and 3Story Synergy.
- Process start paperwork and run background checks within systems such as Sterling and First Advantage.
- Ensure that compliance standards are adhered to for national accounts.
- Conduct managerial references and ensure that all candidates complete the 4 tier screening process.
- Utilize internal proprietary candidate tracking database and document all submissions and interviews.
- Create effective Boolean searches to find the best candidates for open positions.
- Process timesheets and ensure that candidates are paid on time.

Assistant Program Coordinator

KAISER PERMANENTE EDUCATIONAL THEATRE PROGRAM, Glendale, CA

January 2010- December 2010

- Project manage multiple projects and ensure that deadlines are met.
- Build relationships and partnerships with organizations that have similar missions.
- Find and interview new talent.
- Delegate internal resources and staff to various projects as needed to ensure that we hit deliverables on time.
- Manage health educators and deploy resources where they are needed.
- Plan, organize, and direct staff trainings.
- Serve as a consultant and creative advisor in the development and creation of new programs.
- Promote and market new programs within the Southern California territory.

Promoted!!!

Health Educator/Performer

KAISER PERMANENTE EDUCATIONAL THEATRE, North Hollywood, CA

January 2007- December 2009

- Help create documentation and content for the shows and workshops that we were performing in.
- Conduct research to find data and statistics to support program content.
- Perform in the educational theater shows.
- Perform in kids nutrition workshops in the classrooms.
- Facilitate parent workshops to deliver educational messages to parents (in both English and Spanish).
- Educate parents on the message of the shows so that they are integrated in the community health solutions with their children.

Application Form

Profile

Paulina

First Name

A

Middle Initial

Safarian

Last Name

Email Address

Castleman Ln

Home Address

Suite or Apt

Burbank

City

CA

State

91504

Postal Code

Primary Phone

Alternate Phone

City of Glendale

Employer

Associate Planner

Job Title

City Planner

Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Length of time as a Burbank Resident:

25 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 believe my specialized education and extensive work experience in the urban planning field will greatly contribute to the development and growth within the City of Burbank. I am passionate about land use and sustainable development and want to help shape precedent that would positively affect the quality of life in Burbank. Aiding the start of projects that enhance the community’s infrastructure and environment is extremely important to me.

Education

University of Pennsylvania - Master of City Planning University of California, San Diego - Bachelors in Urban Planning

Additional Pertinent Courses or Training

My concentration in grad school was Public Private Development which allowed me to take courses at Wharton and Penn Law in Real Estate Law, Land Use Law, Real Estate Investments, Real Estate Development, and Negotiations and Conflict.

Other Pertinent Skills, Experience or Interests

I am trained to analyze data and trends related to demographics, land use, and economic factors which is crucial in making informed planning decisions. I am efficient with problem solving when it comes to addressing complex zoning issues and effectively communicating while presenting plans and proposals to the public, government officials, and other stakeholders. As a planner and project manager, I rely on my strong organizational skills to manage timelines, people, and resources effectively.

[Upload a Resume](#)

Community Involvement

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

I have never served on a City Board, Commission, or Committee but I have had many executive board member roles in outside organizations.

List Community activities in which you are involved:

I am not currently involved in any official community activities but I do attend the Burbank Farmers Market and support any seasonal community events held in the Downtown Burbank area.

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

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:

Planning Commission member.

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 spent 7 years and completed both my bachelor's and master's degree in city planning from top schools. I am trained to analyze data and trends related to demographics, land use, and economic factors which is crucial in making informed planning decisions. I am efficient with problem solving when it comes to addressing complex zoning issues and effectively communicating while presenting plans and proposals to the public, government officials, and other stakeholders. As a planner and project manager, I rely on my strong organizational skills to manage timelines, people, and resources effectively.

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

Advocate for and implement environmentally sustainable practices in land use and development, guide Burbank's growth in a manner that balances economic, social, and environmental needs, maintain and enhance the unique character and heritage of the Burbank, optimize land use to ensure that it supports Burbank's needs and goals, encourage economic growth and vitality, and lastly, maintain transparency in the planning process and ensure that decisions are made fairly and based on sound data.

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

Acknowledgment No. 1 - General

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☒ I Agree

Paulina Alessandra Safarian

WORK EXPERIENCE

City of Glendale, Community Development

Associate Planner

May 2024 – Current

Glendale, California

- Describe and analyze design elements on development plans and assist applicants with the application of City architectural and site planning design standards and policies.
- Prepare and deliver presentations to the public at community meetings, and to various Boards, Commissions, and City Council at public hearings.
- Plan, prepare and manage planning projects and assignments such as surveys, studies, investigations, large development project processing, Glendale Municipal Code revisions, plan elements, design guidelines, neighborhood and focused studies and similar projects either independently or as a member of a team.
- Prepare and deliver staff reports to Boards and Commissions at televised meetings.
- Represent the Community Development Department at public meetings, workshops, focus group discussions, charrettes, or before Boards and Commissions or as a liaison with other City Departments presenting staff work.
- Carry out original research, surveys, staff reports, and investigative or assumes fact finding assignments in areas such as general plan preparation, environmental and land use analysis, statutory planning, development application processing (including zoning entitlements, design review, environmental review, zone changes, and subdivisions), urban design analysis and development, economics and social studies.
- Inspect development projects to ensure compliance with planning, urban design, and zoning requirements and conditions of approval, including architectural design requirements set by the City's Design Review Boards and other relevant review authorities.
- Keep current on legislation, case law, and urban design concepts and principles affecting land-use planning, physical form, and environmental review and apply changes to procedures as necessary.
- Process applications and provide public information and counseling, exercise professional judgment on planning, urban design, and land use issues to professionals, clients and citizens.
- Ensure Department services are provided with exceptional customer service and the highest ethical standards.

Los Angeles County Development Authority

Housing Planner

Oct 2022 - April 2024

Los Angeles, California

- Acted as the program lead for the LACDA's implementation of County land use initiatives, including but not limited to projects entitled under: The Density Bonus Ordinance, the Inclusionary Housing Ordinance, and other types of affordable housing set-asides.
- Prepared written project analyses and reports including identifying appropriate affordable housing policy and financial analysis for projects within the Housing Strategies Unit.
- Served as the liaison between the LACDA and the Department of Regional Planning for all land use matters and provided technical assistance on affordable housing projects.
- Assisted with data collection for annual reporting on the Housing Element.
- Supported the creation and implementation of intervention strategies to maintain affordable units, create new affordable units, prevent displacement, and increase housing stability.
- Attended meetings with County departments including, but not limited to: The Department of Beaches & Harbors, the Department of Regional Planning, the Department of Public Works, and the County Chief Executive Office.
- Managed consultant contracts, including determining the contract scope and budget, managing the work performed, and ensuring that the work is completed on time and within the budget.
- Performed a variety of professional administrative and analytical work assignments in support of managerial functions, including the preparation of meeting notes, reports, briefing papers, and correspondence.
- Maintained accurate data on a wide array of project and program details.

Doyle Real Estate Advisors

Market Analyst

Sept 2019 – June 2022

Philadelphia, Pennsylvania

- Conduct research on various multi-family housing markets and real estate trends across the nation.
- Locate and assess comparable market rate real estate for HUD Section 8 property rent studies.
- Create, organize, and design rent studies to guide clients through the completion of Section 8 contract renewals.
- Call industry professionals to gather information about specific markets, rents, and occupancy data.
- Create rent grid adjustments, synthesize demographic profiles, and input comparable real estate profiles in Excel.
- Conduct site visits to photograph and measure different unit types for various HUD property appraisals.

Housing Authority of the City of Los Angeles (LA LOMOD)

Jr. Compliance Specialist

Jul 2018 – Aug 2019
Los Angeles, California

- Review owner responses and compose additional information requests or closeout letters.
- Review owner submitted documents, place them in appropriate folders, and notify Compliance Specialists.
- Conduct intake and log all owner submissions received electronically or via hard copy.
- Enter data into the appropriate secure HUD data systems.
- Scan/download and preserve documentation in an online filing system.
- Contact Owner/Agents (O/As) and schedule Management and Occupancy Reviews (MORs) for the Compliance Specialists.
- Prepare and mail or email correspondence to owners/agents and Housing of Urban Development (HUD).
- Perform well under pressure of strict timeframes and deadlines.

EDUCATION

UNIVERSITY OF PENNSYLVANIA Philadelphia, Pennsylvania *Master of City Planning with a concentration in Public Private Development May 2022*

UNIVERSITY OF CALIFORNIA, SAN DIEGO La Jolla, California *Urban Studies and Planning, B.A. June 2018*

SKILLS/ORGANIZATIONS

PennDesign (Weitzman) Real Estate Club Board Member 2019-2020, Co-President 2020

Former Events Chairperson for Kappa Kappa Gamma collegiate women's fraternity 2016-2018

Fluent in Armenian and American Sign Language

Application Form

Profile

Zach o Martin
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] N Maple St
Home Address Suite or Apt

Burbank CA 91505
City State Postal Code

[Redacted]
Primary Phone Alternate Phone

Formosa Sound Mixer Sound Mixer
Employer Job Title Occupation

Which Boards would you like to apply for?

Transportation Commission: Submitted
Planning Commission: Submitted

Length of time as a Burbank Resident:

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?

I live and work in Burbank and I love this city. I am interested in serving on the transportation or planning commission because I want to play a more active role in the way Burbank grows. Being a homeowner here also gives me a greater sense of responsibility within the community.

Education

I graduated from the Art Institute of Seattle with an associates in arts degree.

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

I graduated from the 2025 Burbank Rise Program. Rise has given me the skills, confidence, and knowledge to participate more actively in my community. I'm extremely passionate about city planning and housing policy and I have a great interest in public transportation systems. I am also a bike commuter. I enjoy reading city planning books including all of the Strong Towns series.

[Upload a Resume](#)

Community Involvement

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

I have no prior involvement on a board, commission, or committee.

List Community activities in which you are involved:

I am a member of the Burbank volunteer group and I volunteered last summer at the Burbank Animal Shelter.

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:

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.

As someone who uses a bike as my main mode of transportation, as well as owning a car, and using public transportation, I have a broader knowledge of what its like to get around Burbank. My professional background as a sound mixer leans on my ability to hear many voices and opinions at one time, and to find resolution for differing perspectives.

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

One of my goals is to improve the safety and efficacy of bike comuting and public transportation. I would also like to see a more walkable Burbank.

Second Choice

SECOND 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

I am a member of the community development group Strong Towns Burbank. I am a Burbank homeowner. My professional background as a sound mixer leans on my ability to hear many voices and opinions at one time, and to find resolution for differing perspectives.

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

My goal would be to grow the city in a thoughtful way that maintains its core values. Supporting small businesses, affordable housing, and safe streets.

Supplemental Questions

Acknowledgement

Zach o Martin

Acknowledgment No. 1 - General

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☒ I Agree

Application Form**Profile**

Samantha

First Name

P

Middle
Initial

Wick

Last Name

Email Address

N. Frederic Street

Home Address

Suite or Apt

Burbank

City

CA

State

91505

Postal Code

Primary Phone

Alternate Phone

Self Employed

Employer

Grant Wrtier

Job Title

See Above

Occupation

Which Boards would you like to apply for?

Planning 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 lived in Burbank since 2003 and it quickly went from a place I was just living, to my adopted home town and I truly love Burbank. I want to see the city grow and improve in a thoughtful sustainable way and leave it better for the next generation. Serving is a great way to give back to the community that I have been honored to call home for the past 22 years. For the past 2.5 years I have had the honor of serving on the planning commission and am currently the acting chair. I would like to continue serving on this commission.

Education

BS Urban Studies and Planning, Specialization in Community Services and Administration
Minor in History California State University Northridge, Northridge, California Master of Public
Administration (ABT), California State University Northridge, Northridge, California

Additional Pertinent Courses or Training

Interior Design Program, California State University Northridge, Northridge, California- 3 years Architectural Drafting and Blueprint Reading Classes, Glendale Community College, Glendale, California - 1.5 years

Other Pertinent Skills, Experience or Interests

In addition to my planning background I worked for several years in the wholesale industry cultivating relationships, tracking inventory and budgeting.

[Upload a Resume](#)

Community Involvement

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

Planning Commission, 2022 - Present Heritage Commission, 2017- 2022 (Chair 2020-2022)

List Community activities in which you are involved:

- Burbank Planning Commission 2022- Present (Vice Chair 2024- Present) - Burbank Heritage Commission 2018-2022 (Chair 2020-2022) - Founder of the original Burbank Buy Nothing Group that eventually split into 5 groups due to growth. This hyper local sustainable network has over 5,000 members in Burbank. - Current Admin of Buy Nothing Burbank Media West - Waste Warriors (Formerly Master Recycling Program) - 2014 - Burbank Police Community Academy- 2018

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.

My educational background is in Urban Planning with an emphasis in community services and administration. I bring a perspective as someone with a background in planning who understands the process from a municipal perspective as well as a resident who been involved with the community.

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

Burbank is a dynamic city with an extremely diverse population and very unique neighborhoods. While each neighborhood has their character and individual needs, we are one city and one community as a whole. I strongly believe that anyone who appears before the planning board deserves to be listened to and be heard in an open and transparent way. Many times coming before the commission is the first and only time an individual interacts with their local government. I would like to continue to make it a positive experience. We have many new laws that are quickly changing and impact our city directly and it is imperative that we try to balance the scale as much as possible while still following the lawful guidelines set forth by the state. This will be a challenging time and we need sensible people on the planning board who will look at each issue with an unbiased viewpoint.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

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

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

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

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☒ I Agree

Application Form**Profile**

Andre

First Name

Krikorian

Last Name

Middle
Initial

Email Address

S. Sparks St

Home Address

Suite or Apt

Burbank

City

CA

State

91506

Postal Code

Primary Phone

Alternate Phone

Self employed (Small
business owner)

Employer

Owner two 7-Eleven
Franchises (Burbank and
Glendale)

Job Title

Self Employed - Retired
AT&T.

Occupation

Which Boards would you like to apply for?

Police Commission: Submitted

Planning Commission: 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?

As a longtime Burbank resident and a retired Engineering and Technology Planner from AT&T, I am deeply committed to the well-being and future of our city. I am interested in serving on the Police Commission and/or the Planning Commission because I believe in the importance of community-driven solutions, strategic planning, and responsible oversight in shaping a safer, more equitable, and economically vibrant Burbank.

Education

2018: Agile Project and Program Management AT&T Certification 2018: IP Networking AT&T Certification 2011: Six Sigma Green Belt Certification 2011: Six Sigma Yellow Belt Certification 2011: Six Sigma White Belt Certification 2000: Cisco Certified Network Associate (CCNA) 2000: Microsoft Certified Systems Engineer + Internet (MCSC+I) 2000: Microsoft Certified Systems Engineer (MCSC) 2000: Microsoft Certified Professional (MCP) 2000: Certified Novell Administrator (CNA) 1989: Baccalaureate in Mathematics, Armenian Evangelical School, Beirut, Lebanon

Additional Pertinent Courses or Training

Burbank Neighborhood Leadership Program 2015 Handgun safety Concealed carry permit approved by Burbank Police Department Extensive knowledge in long term Technology Planning, Project and Program Management.

Other Pertinent Skills, Experience or Interests

In addition to my professional background, I successfully operated two 7-Eleven franchises, which provided me with a firsthand perspective on the challenges surrounding community safety and crime. Running these businesses allowed me to observe police responses to various incidents, from theft and vandalism to more serious concerns. I regularly interacted with local police departments, coordinating on strategies to improve safety, reduce crime, and create a better environment for both businesses and residents. This experience has deepened my understanding of community crime issues and strengthened my commitment to working with law enforcement and local agencies to enhance public safety and overall quality of life.

[Upload a Resume](#)

Community Involvement

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

Previous member of the City of Burbank Traffic Commission.

List Community activities in which you are involved:

Mentorship programs: Support youth or adults seeking career guidance. Food banks: Help organize, package, or distribute food.

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:

Police Commission (My main interest is to service on this 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.

Leadership Experience: Demonstrated leadership in both small business and national telecommunication industry. This could include managing teams, overseeing initiatives, or directing public services. Experience in Public Safety through direct interaction with local law enforcement related to issues running 2 local convenient stores. Budgeting and Financial Oversight: Strong experience with budgeting and business case development. Understanding of resource allocation and financial management effectively and efficiently.

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

My primary goal is to ensure that the police department operates transparently and is held accountable to the community it serves. I want to ensure that law enforcement actions are fully aligned with community expectations, legal standards, and ethical practices. Help promote continuous education and training for police officers, particularly in areas such as conflict resolution, mental health crisis intervention, and community policing strategies.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Planning Commission.

Andre Krikorian

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 over 20 years of experience as a technology planner, I have worked across multiple major telecommunication industries, helping organizations design and implement strategic, forward-thinking technology plans. My work has always been focused on delivering scalable and innovative solutions that meet the ever-evolving needs of the industry. AT&T Uverse Program: One of my most significant contributions was to the AT&T Uverse Program, where I helped establish and manage the full technology plan for the rollout across 61 major cities in the United States. This involved coordinating with various internal teams and external partners, integrating complex systems, and ensuring that the program met its timeline, budget, and quality standards.

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

Align with the mission of the commission to guide the growth and development of the city in a sustainable, equitable, and well-organized manner. One of my key objectives is to ensure that the planning process is transparent, inclusive, and reflective of the diverse needs of all community members. This means actively involving residents in decision-making through town halls, surveys, and outreach programs. I plan to advocate for investment in modernizing the city's public infrastructure, including roads, utilities, and transportation networks. This will improve connectivity, reduce congestion, and make the city more accessible for everyone.

Supplemental Questions

Acknowledgement

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☒ I Agree

Andre Krikorian

South Sparks Street, Burbank, CA 91506 | [REDACTED] | [REDACTED]

Summary

Over 18 years of successful AT&T management experience in Technology Planning, Engineering, Implementation and Technical Program & Project Management. High impact, high energy, top performer and result-oriented Area Manager with a track record of consistently meeting and exceeding management expectations.

Skills

- Leadership and Management
- Project and Program Management
- Agile Development and Implementation
- Network Planning and Engineering
- Network Architecture and Strategy
- Cloud Computing (AWS, AZURE, AIC)
- Adaptability and Flexibility
- Collaboration and Teamwork

Experience

ASSOCIATE DIRECTOR NETWORK PLANNING / PROGRAM MGMT | 01/2018 to 11/2018

AT&T Entertainment and Mobility - El Segundo, CA (Retired)

- Provide Network Planning & Engineering, Detailed Engineering, Technical Program and Project management for various AT&T Engineering, Architecture and Operations projects and initiatives at the multiple Broadcast and Data Centers.
- Support cDVR DIRECTV NOW deployment implementation, podification, growth and virtualization at Super Hub Office Broadcast Centers.
- Capacity manage the entire AT&T Entertainment Group footprint space, power and technical space infrastructure insuring on-time growth and expansion.
- Develop AVP level departmental re-organizational plans insuring creating and capturing all work processes and cross team SLAs.
- Business Continuity SME responder to the Global Emergency Management team supporting business continuity.
- Provide implementation professional services including detailed engineering and complete Integration packages for Broadcast Projects such as, FirstNet deployment, Aspera and Splunk server updates, Mission Video Acquisition L-Band updates, provider and modulation changes, Commvault deployment, RF Monitor and Control changes upgrades, Core router migrations and Connexus network deployment.
- Partner with Architecture and Engineering on Agile project deployments allowing for in-field project development supporting allowing for an aggressive deployment.
- Conduct space, power and infrastructure assessments related to blocks computing cloud migrations.
- Manage a team of 9 employees.

AREA MANAGER NETWORK PLANNING | 10/2015 to 01/2018

AT&T Entertainment Group - El Segundo, CA

- Implement the integration of legacy DTV projects and fold them into new departmental plans.
- Provide, short-term and long-term planning for the entire LightSpeed project's Mediaroom U-Verse IPTV Server and Storage platforms nationwide, encompassing all 61 VHOs (Video Hub Office), multiple remote VHOs, 2 SHOs (Super Hub Offices) and numerous additional Data Centers.

- Spearhead audit reconciliation effort for the entire EG Ops Organization CTO level effort for compliance.
- Manage a team of 12 employees.

AREA MANAGER NETWORK PLANNING AND ENGINEERING | 06/2008 to 10/2015

Network Planning, NP&E, AT&T Services, Inc - Pasadena, CA

- Provide current, short-term and long-term planning for the entire U-Verse IPTV Server, Storage and Video Acquisition equipment across the 22 state footprint; 61 VHOs, 2 SHOs and multiple remote VHOs and Data Center.
- Capacity manage IPTV server channel to server stream resources, U-Verse Ericsson Set Top Box Licenses, Video On Demand utilization, Server replication and IPTV Service Group P*Q growth capacity, triggering capacity growth based on quarterly marketing forecasts.
- Provide solution recommendations related to National and Local Ad Insertion, Internet Application and Data Centers.
- Manage a team of 12 employees.

Previous AT&T titles and roles:

Team Lead - Senior Network Planning Engineer - 11/2006 to 06/2008

Senior Network Planning Engineer - 03/2006 to 11/2006

Corporate Manager - 11/2003 to 03/2006

Integrated Planner - 05/2001 to 11/2003

Senior Communications Specialist - 01/2001 to 05/2001

Manager Network Technical Support - 01/2000 to 01/2001

GENERAL MANAGER - CONSUMER ELECTRONICS OUTLET | 01/1990 to 01/1999

CBT Trading Company (BERJOS International) - Los Angeles, CA

Manage day to day operations

Assist in sales and marketing plans

Set and plan weekly, quarterly and seasonal promotions

manage quarterly sales target

Influence revenue growth

Education and Training

2018: Agile Project and Program Management AT&T Certification

2018: IP Networking AT&T Certification

2011: Six Sigma Green Belt Certification

2011: Six Sigma Yellow Belt Certification

2011: Six Sigma White Belt Certification

2000: Cisco Certified Network Associate (CCNA)

2000: Microsoft Certified Systems Engineer + Internet (MCSC+I)

2000: Microsoft Certified Systems Engineer (MCSC)

2000: Microsoft Certified Professional (MCP)

2000: Certified Novell Administrator (CNA)

1989: Baccalaureate in Mathematics, Armenian Evangelical School, Beirut, Lebanon

Honors and Accomplishments

- Traffic Commissioner for the City of Burbank, California.
- Placed on AT&T Fast Trak advanced management development program.
- Voted MVP of AT&T Corporate Management Camp.
- Recurring special guest on SVP townhall webcasts.
- Former member of the Board of Directors of the AT&T Prefer-To-Refer initiative.
- Recipient of Network Planning & Engineering VP achievement award.

Application Form**Profile**

Katrina

First Name

Sommer

Last Name

Middle
Initial

Email Address

W Alameda Ave

Home Address

204

Suite or Apt

Burbank

City

CA

State

91502

Postal Code

Primary Phone

Alternate Phone

Lionsgate Films

Employer

Senior Coordinator/
Paralegal

Job Title

Corp. Governance

Occupation

Which Boards would you like to apply for?

Burbank Cultural Arts Commission: Submitted

Planning Commission: Submitted

Length of time as a Burbank Resident:

5 months

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 the board because I believe that local involvement is important to the growth of cities, and I believe, as a young professional, I can use my experience and perspective to serve the city. I am currently volunteering at UVA Democracy Center and a cybersecurity non-profit for children. Through these experiences, I am galvanized to reach out to my local community to assist in cultural arts or planning. After receiving my Master's in Boston, I hoped to move back to Southern California because I am grateful for the community I was part of during my time as a UCLA Bruin and as an intern for the City of LA. Now that I am settled, I want to support the commissions as much as possible. As a young professional, I hope to bring a new perspective and bridge youth participation in the city.

Education

UCLA - History and Global Studies, B.A. '23; Boston College - Cybersecurity Policy and Governance, Master of Science '24

Additional Pertinent Courses or Training

CompTIA Security +

Other Pertinent Skills, Experience or Interests

Cybersecurity, Corp. Governance, Climate Resilience, and toured the LA water system as an intern for the City of LA; Communications

[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:

UVA Democracy Center, national Bits N' Bytes Cybersecurity Education, 501c3, national Pasadena Run Club, Eagle Rock Run Club, Silver Lake Run Club

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:

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.

I grew up going to the Dorothy Chandler Pavilion to watch operas, musicals, and plays. Through these experiences, I not only grew a passion for cultural arts, but I also experienced the impact of cultural arts as I grew up. Art criticizes aspects of life previously unexamined, expands the world as one sees it, and connects myriad people. Now, working within the entertainment industry, I hope to revitalize the community's connection to the broader LA cultural arts scene.

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

I hope to expand the presence of cultural art and discover new ways of working with Burbank's studios to provide residents with all the opportunities within minutes of their homes. Through partnerships with or inspiration from other cultural centers, I hope to leverage cultural spaces and build community.

Second Choice

SECOND 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

Through my experiences working for the City of LA, leadership in college clubs, my volunteering, and my master's in Cybersecurity, I hope to leverage my skills to plan for the future of Burbank. During my time at the City of LA, I researched zoning rules, city planning, climate resilience, and community organizing, which would support the mission of the commission. Additionally, my Master's exposed me to the evolving world of emerging technologies, which cities must be aware of in the modern age.

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

Over these experiences, I have had the opportunity to work with people of all demographics and ages, collaborating on goals to achieve outcomes. I hope to use these skills and experiences for the community I reside in now. Again, I hope to bring my perspective as a young resident, while working with the established leadership, to help build for the future.

Supplemental Questions

Acknowledgement

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☒ I Agree

Katrina A. Sommer

ACADEMIC:

Boston College

August 2023- August 2024

Masters of Science, Cybersecurity Policy and Governance

- Coursework: Network Security, Cybersecurity Frameworks, Incident Response, Privacy Law, & Risk Management
- Certifications: CompTIA Security +, OCEG GRC Professional and Auditor

University of California, Los Angeles

August 2020- June 2023

Bachelor of Arts, History (Honors) with Minor in Global Studies

- UCLA Varsity Swim Team (Team Captain 2022-2023)

WORK EXPERIENCE:

Lionsgate Films

March 2025- Present

Senior Coordinator, Business & Legal Affairs, Corporate Governance

Board Member of VETS ERG

- Facilitated the legal formation and tax registrations of production companies while maintaining the expansive corporate structure of approximately 300 active entities with U.S., U.K., Canada, and other international jurisdictions.
- Coordinated the Board of Directors and Committee meetings by assiting with the agenda, supporting documents, & logitics.
- Assisted with Starz and Lionsgate Spinoff by drafting internal documents, analyzing legal documents from outside counsel, the SEC, internal tax teams, and JPMorgan Chase credit facility.

Bits N' Bytes Cybersecurity Education

January 2025- Present

Senior Fellowship at Non-Profit Organization

- Developed *Guard Your Game*, a cybersecurity education initiative for student-athletes, partnering with university athletic departments to natigivate NIL (Name, Image, and Likeness) and online safety.
- Revamped cybersecurity and disinformation curricula used by over 200 educators and community leaders.
- Designed cyber simulations and led college student cohorts through incident response exercises and cybersecurity activities.

UVA Karsh Institute of Democracy x Connective Tissue

Febuarary 2025- Present

Programs Volunteer

- Strategized, documented, and coordinated research on community gatherings, engaging over 500 Charlottesville residents to support the renewal of civic life.

LegalPeople: The Walt Disney Company

January 2024- March 2025

Privacy Analyst Contractor

- Implemented procedures for Data Subject Requests and resolved privacy issues in support of Privacy leadership.
- Benchmarked privacy policies across industries and led projects to improve compliance and efficiency.
- Tracked and audited State and Federal Privacy laws through data analytics into corporate privacy practices.

Boston College-- Information Technology Services

May 2024- August 2024

Cyber Security Analyst

- Managed secure software development policies and analyzed SIEM logs for network architecture insights.
- Aligned IT security and data management with PCI- DSS, NIST, GBLA, HIPAA, and ISO 27001 standards.

PEN America

January 2024- May 2024

U.S. Free Expression and Disinformation Fellow at Pro-Democracy NGO

- Conducted research on cyber operations and information security among China, Russia, and the U.S.
- Researched U.S. Circuit Court decisions for impact on educational gag orders and Amicus Briefs.
- Assisted in program management for for US program events in Phoenix and Miami on disinformation resiliency.

Stussy, Inc./ Sommer Law

Summer 2020- Winter 2021, June 2023- January 2024

Legal Assistant at Fashion Company

- Compiled trademark evidence for the DC Circuit US Court of Appeals case *In re Brunetti*.
- Conducted market analysis for business strategy and provided customer service during warehouse sales.

Calabasas City Council Campaign

August- November 2022

Assistant Campaign Manager

- Developed policy positions and community outreach strategies to engage voters amongst diverse backgrounds.

LA City Councilmember 5th District Office

June- August 2022

Policy Intern

- Researched LA City Ordinances on Wildlife Passages, house zoning codes, and climate resilience community organizing.
 - City of LA Certification of Appreciation awarded by Councilmember Paul Koretz.

- Communicated with local, state, business, and federal stakeholders to consolidate policies for wildlife protection, climate resilience, and sustainability for over 250,000 District residents.
 - Selected to attend the Municipal Water District of OC's Colorado River Aquadecut/Hoover Dam inspection.

Hall Swim Academy

June 2021-July 2022

- Instructed children and infants on water safety and swim techniques while efficiently managing over 40 clients' schedules.

LEADERSHIP & EXTRACURRICULAR ACTIVITIES:

Female Athletes Stand Together (FAST)

August 2021- May 2023

Founder and President

- Led advocacy efforts for equitable treatment of female athletes by establishing policies at UCLA and with Nike which increased female student-athlete input in organizational planning and teams' decision-making
- Led yearly agendas planning while gathering the inputs from club members.
 - Mentored members interested in developing leadership skills and delegated club initiatives based on interests.
- Coordinated conversations with Olympic Athletes, Coaches, and industry experts for over 600 student-athletes.

UCLA Athletics Department

September 2020- June 2023

Big Ten Conference Realignment Student-Athlete Representative

- Publically spoke and represented student-athletes before Big Ten leadership, UC Regents, and UCLA administration.
- Advised on budget allocation for student-athlete wellbeing and academic resources.
 - Selected for a meeting with Chancellor Block and executive administrators to discuss the current student-athlete ecosystem.

UCLA Varsity Swim Team

September 2020- June 2023

NCAA Division I Women's Swimming Team, Team Captain

- Established documentation processes for tracking team traditions and events to increase participation amongst the team.
- Completed 150+ hours of volunteer work under the *UCLA Wooden Champions Program*.
- Committed 25 hours to practices, team building, competitions, and working towards personal and team goals while balancing a full class schedule through the COVID-19 pandemic.
 - Placed into PAC-12 Conference Finals in the 400 and 200 Individual Medley, 200 Backstroke.
- Organized Team Travel itinerary to Hawai'i while delegating event management and practice schedules.

PUBLICATIONS

"Stained Glass: The Legacy of Nkrumah's Regime in Postcolonial Ghana," *Ezra's Archives: Cornell Historical Society Journal*, Vol. 14, Spring 2024.

"Digital Age Authoritarianism: Case Study of the PRC's Cyber Policy," *PEN America Anthology*, Spring 2024.

"The Rise of Russian Peasant Witchcraft: Social Unrest in Imperial Russia," *Swarthmore Undergraduate History Journal*: Vol. 4, Article 7.

"These Disinformation Trends Worry Expert Yael Eisenstat in the Run-up to the U.S. Election," *PEN America*, 4 April 2024.

"Boston College Swimmer Speaks Out on Canceled Season, Lack of Transparency from Athletics." *SwimSwam.com*, 7 Feb. 2024.

RESEARCH EXPERIENCE

Master's Thesis: *Digital Age Authoritarianism: Case Study of the PRC's Cyber Policy*

Spring 2024

Analyzed the use of surveillance technology, disinformation, and censorship to assess global threats to free expression and democracy while explored implications for U.S. national security, legal frameworks, and the protection of digital civil liberties.

History Honors Thesis: *Stained Glass: The Legacy of Nkrumah's Regime in Postcolonial Ghana*

Winter 2023

Independently researched and wrote a 60-page primary source thesis on the postcolonial development of Ghana through the lens of legal & information systems, corruption, and the rise of authoritarianism.

UCLA History Research Assistant

Spring 2024

Assisted Professor Sarah Stein on *Swimming through History: Olympic Tale to Open the 2024 Summer Games*, *Jewish Review of Books*, Summer 2024.

Other Experience

- Volunteering: UCLA & UCI Blood Donations; Food Banks (LA and OC); Angel City Sports
- Extra Curricular Activities: Ironman 70.3, LA Marathon 2024, 2025, LA Fire Relief Ultra-Marathon 50k 2025
- Languages: Conversational French & German
- Travel: solo traveled internationally to 45+ countries and visited all 50 U.S. states, building adaptability, cultural fluency, and logistical planning skills

Application Form

BBK City Clerk 05:30:25 PM 03/17

Profile

Sara

First Name

R

Middle Initial

Mendez

Last Name

Email Address

Home Address

North Lincoln Street

Suite or Apt

Burbank

City

CA

State

91506

Postal Code

Primary Phone

Alternate Phone

Retired

Employer

Job Title

Occupation

Which Boards would you like to apply for?

None Selected

Infrastructure

Planning Board, Oversight Committee

Length of time as a Burbank Resident:

30 yrs

Burbank Registered Voter?

☒ Yes ☐ No

Interests & Experiences

I am a long time resident of Burbank. My desire is to improve the quality of life for its citizens while retaining the small town community ~~feeling~~ while utilizing modern technology ^{feeling} and Best Practices. Please tell us about yourself and why you want to serve.

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

My expertise has exposed to converting Warehouses to Condos, Apts to Condominiums, Projects w/ 2 towers (1) side office the other residential.

Education BA, Business Administration

Commercial Real Estate experience over 40 yrs in, Construction Lending, Class A Office Bldg, Hotels, Mix Use Projects, \$1 Billion Portfolio Management Responsibility

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

Financial analysis for Businesses (SBA to major corporations), Ability to Evaluate projects, Developers. ranging from \$1 million to \$350 million plus.

Community Involvement graduate of Leadership Burbank

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

Burbank Airport Part 150 Study (1st one conducted), Magnolia PK Advisory Committee, Community Development Goals Committee

List Community activities in which you are involved:

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

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

Planning Board

FIRST choice for Board/Commission/Committee appointment:

My 40 plus years in the commercial Real Estate space gives me the ability to assess the viability of projects and how they will impact the city's growth. I am well versed in reviewing projects and pertinent information to make determinations that will be balanced w/ growth and Residents' Needs.

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 Financial Analysis of Projects/Developers. Selected Engineering firms, Environmental Impact report analysis and Inspected Projects in Hawaii + Social.

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

Bring a Balance Approach in the approval/recommendation of projects presented for approval. Growth and Safety with consideration to Residential areas and Businesses.

Second Choice Infrastructure Oversight Board

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

Involved or hired Project Managers to conduct the construction management of projects. Responsible for Approving Construction Disbursements for \$500K to \$1M+

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

Keep projects on Schedule w/ Minimal Delays

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

ALL INFORMATION SUBMITTED IS A PUBLIC RECORD AND WILL BE POSTED ON THE CITY'S WEBSITE. All City Board, Commission, and Committee members serve without compensation from the City. No person shall serve at the same time on more than one Board, Commission or Committee. All applicants must be electors of, and actually reside in the City of Burbank, with the exception of the Burbank Cultural Arts Commission and the Sustainable Burbank Commission. (Per BMC Section 2-1-405, 2-1-406, 2-1-407)

☒ I Agree