

**CURRENT STATUS OF COMMISSIONS**

**OPEN SPACE AND ECOLOGY COMMITTEE**

|                       |                             | <b>Term Expires</b> |
|-----------------------|-----------------------------|---------------------|
| Barbara Ebel .....    | 349 San Bruno Avenue. ....  | Jan. 2016           |
| Glenn Fieldman .....  | 147 San Bruno Avenue. ....  | Jan. 2016           |
| Mary Gutekansst ..... | 221 Kings Road.....         | Jan. 2016           |
| Yakim Hayuk.....      | 205 Kings Road.....         | Jan. 2014           |
| Anjana Richards ..... | 259 Sierra Point Road... .. | Jan. 2014           |
| Michele Salmon .....  | 123 Sierra Point Road... .. | Jan. 2014           |
| Sean Sweeney .....    | 8 Margaret Road.....        | Jan. 2014           |

**PARKS, BEACHES AND RECREATION COMMISSION**

|  |                            | <b>Term Expires</b> |
|--|----------------------------|---------------------|
| Kevin Fryer.....                         | 414 Swallowtail Court.. .. | Jan. 2014           |
| Cris Hart .....                          | 223 Mariposa Street.....   | Jan. 2014           |
| Karen Akiko Lentz .....                  | 205 Kings Road.....        | Jan. 2014           |
| Bonnie Bologoff .....                    | 202 Glen Park Way .....    | Jan. 2016           |
| Renee Marmion .....                      | 310 Kings Road.....        | Jan. 2016           |
| Position Available – April 5, 2012 ..... |                            | Jan. 2016           |
| Position Available – April 5, 2012 ..... |                            | Jan. 2014           |

**PLANNING COMMISSION**

|                       |                             | <b>Term Expires</b> |
|-----------------------|-----------------------------|---------------------|
| Jameel Munir .....    | P.O. Box 692 .....          | Jan. 2014           |
| Carolyn Parker .....  | 614 Callippe Court .....    | Jan. 2012           |
| Karen Cunningham..... | 131 Tulare Street .....     | Jan. 2014           |
| Dave Reinhardt.....   | 466 Sierra Point Road... .. | Jan. 2012           |
| TuongVan Do .....     | 40 Mariposa Street.....     | Jan. 2012           |

**TRAFFIC ADVISORY COMMITTEE**

|                      |                            | <b>Term Expires</b> |
|----------------------|----------------------------|---------------------|
| Jim Lucas .....      | 261 San Bruno Avenue. .... | Jan. 2014           |
| Bill Dettmer .....   | 160 Tulare Street .....    | Jan. 2014           |
| Jerry Salvador ..... | 260 Tulare Street .....    | Jan. 2014           |
| Mark O'Malley .....  | 479 Mendocino Street... .. | Jan. 2016           |
| Vacant.....          |                            | Jan. 2016           |

## DUTIES AND RESPONSIBILITIES OF THE PARKS AND RECREATION COMMISSION

- A. Act in advisory capacity to city council on all matters pertaining to the city recreation and park department;
- B. Aid in coordinating recreation and park services with any program of governmental agencies and voluntary civic organizations;
- C. Review recreational services, facilities, and parks that exist or may be needed, and advise the city council at the first semiannual joint meeting;
- D. Act in advisory capacity in preparation of annual budget for recreation and long-range recreation and park and playground capital improvement program;
- E. Assist in promoting the public recreation program in public schools, parks, buildings, or other appropriate avenues;
- F. Recommend to the city council fees or charges to be paid by residents and nonresidents for use of city recreational facilities, or for participation in city recreational programs;
- G. Hold hearings as directed by the city council on matters pertaining to planning and development of parks and recreation programs and capital expenditures relating to recreation and facilities;
- H. Gather community opinions, needs and perceptions regarding recreational opportunities and needs;
- I. Make recommendations concerning beautification development and improvement of parks, beaches and recreation services;
- J. In accordance with Section 12.12.020, to recommend as a protected tree any species of native or non-native tree, in addition to those identified in Paragraph (1) of the definition of "Protected tree," as adopted by the city council, based upon its finding and determination that such species uniquely contributes to the scenic beauty of the city or provides special benefits to the natural environment or wildlife;
- K. Recommend policies on recreation and park service for approval of city council;
- L. Make studies and recommend rules and regulations for adoption by the city council for the use and enjoyment of all public parks and recreational facilities including playgrounds, play fields, recreational centers, swimming pools, marina recreational areas, ball diamonds, basketball courts, and any other areas requiring regulation from time to time;
- M. Participate in the development and implementation of public events on behalf of the city and sponsored by the recreation department and/or the parks, beaches and recreation commission.

POSSIBLE QUESTIONS  
FOR  
PARKS, BEACHES, AND RECREATION COMMISSION APPLICANTS

NOTE: EACH QUESTION NEED NOT BE ASKED OF EACH CANDIDATE OR COUNCIL MAY DESIRE TO ASK DIFFERENT QUESTIONS

1. Why are you interested in becoming a Parks, Beaches, and Recreation Commissioner?
2. What do you feel you can bring to the Commission both individually and as a representative of your community?
3. What do you feel are the greatest recreational needs in the City of Brisbane?
4. Given rising costs and a desire to maintain a balanced City budget, what suggestions might you have for alternate means of funding park and/or recreational programs? What is your feeling about charging for and/or increasing fees to cover the cost of park and/or recreational activities?
5. Do you have any dreams for Brisbane that you hope can be realized by being on the Parks, Beaches, and Recreation Commission?

City of Brisbane Commission/Committee Application

To: HONORABLE MAYOR AND CITY COUNCIL

I am a resident of the City of Brisbane and am interested in being considered for appointment to the Parks - Recreation  
Commission (please write in committee or commission of interest.)

Name Dawn Cutler Years lived in Brisbane 13 years

Address 332 Monterey St. Brisbane Email Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Employer's Name Norwest Venture Partners Occupation Director of taxes

Present Position \_\_\_\_\_ Length of Employment 1 year

What are your current and past community activities? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list any other background information (business, educational, personal data you feel comfortable sharing) that might be useful.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Why do you want to be a member of this commission or committee? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What do you feel you could contribute to this commission or committee? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How much time do you envision giving to this volunteer position should you be appointed? How often are you out of town? What other commitments might cause conflicts in your attendance at meetings/activities or conferences? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**NAME: DAWN CUTLER (Applicant for Park and Recreation Commission)**

**What are your current and past community activities?**

- Treasurer / CFO – Brisbane Educational Support Team from 2004 – current
- Volunteer at Brisbane Elementary school and Lipman Middle School
- Member of the Citizens for a Brisbane High School
- Board Member on the Gametime Warriors AAU Basketball Club (servicing Brisbane boys and girls)
- Participated in various clean-up projects/days in Brisbane

**Please list any other background information that might be useful:** I am a parent of two children who are actively involved in the park and recreation programs in Brisbane. In addition, I have a business background that may be helpful when looking at the parks and rec budget. My husband also coaches several Lipman sports teams and is connected to the kids in Brisbane.

**Why do you want to be a member of this commission or committee?** I have been utilizing the park and recreation programs for some time now and I would like to better understand how the programs are developed and ways we can better interact with other local park districts. I see a general lack of participation in activities where I would expect to see more kids, particularly at the middle school level. I hope to bring a fresh look at the process and some new ideas to the committee.

**What do you feel you could contribute to this commission or committee?** Living in town, with two active children, I get to hear what the children and parents are looking for in terms of park and recreation activities and that should be helpful to the committee.

**How much time do you envision giving to this volunteer position should you be appointed? How often are you out of town? What other commitments might cause conflicts in your attendance at meetings/activities or conference?** I would expect the regular monthly meeting to be approximately 2 hours per month and additional time required for the planning of major events like community day in the park and the star lighting ceremony. I would expect in total per year to spend about 100 hours as a member of the committee. Although, if appointed I will spend the amount of time required to fulfill the duties, even if in excess of 100 hours. I am full-time employed but my travel for work is minimal and I don't expect travel to interfere with committee meetings.

## Planning Commission

### **Meets:**

2<sup>nd</sup> and 4<sup>th</sup> Thursdays at 7:30 p.m. in the City Hall Community Room

### **Duties:**

State Law prescribes that Planning Commissions perform all of the following functions:

- a) Prepare, periodically review, and revise as necessary, the general plan.
- b) Implement the general plan through actions including, but not limited to, the administration of specific plans and zoning and subdivision ordinances.
- c) Annually review the capital improvement program of the city or county and the local public works projects of other local agencies for their consistency with the general plan.
- d) Endeavor to promote public interest in, comment on, and understanding of the general plan, and regulations relating to it.
- e) Promote the coordination of local plans and programs with the plans and programs of other agencies.
- f) Perform other functions as the legislative body provides, including conducting studies and preparing plans other than those required or authorized by this title.

POSSIBLE QUESTIONS  
FOR  
PLANNING COMMISSION APPLICANTS

*NOTE: EACH QUESTION MAY NOT BE ASKED OF EACH CANDIDATE OR THE CITY COUNCIL MAY DESIRE TO ASK DIFFERENT QUESTIONS*

1. Tell us a little about yourself and what skills or abilities you have to bring to the work of the Planning Commission.
2. What do you see as the major planning issues facing Brisbane today and in the near future?
3. The Planning Commission makes decisions on development permits for both homeowners and businesses. Tell us your views on the issue of property rights versus land use and zoning regulations.
4. Let us present a hypothetical situation that could happen to you as a Planning Commissioner. A neighbor, who is also a friend of yours, has applied to enlarge his home. To do the design he desires, he has applied to the City for a variance to build very close to the property line. The neighbors on the adjacent property come to the hearing to object to the proposal. They say that the design is ugly and will affect their privacy.  
  
How would you feel being placed in this situation? How do you think you would proceed to make a decision in this case?
5. Is there anything you would like to tell us regarding your application to serve on the Planning Commission?
6. What special responsibilities come with the position of Planning Commissioner when dealing with the public at Commission Meetings?
7. If you were the chair of the Commission, how would you react to an irate unruly citizen who kept talking after being told her/his allotted time to speak had expired?
8. Do you have any concerns about the recent rate of change in Brisbane or about the effects of change on the local environment?

Application for the Brisbane Planning Commission  
Applicant: TuongVan Do

**To: HONORABLE MAYOR AND CITY COUNCIL**

I am a resident of the City of Brisbane and am interested in being considered for appointment to the **Planning Commission**.

**Name: TuongVan Do**

Years Lived in Brisbane: approximately 6 years

Address: 40 Mariposa Street

Email Address:

Home Phone:

Work Phone:

Employer's Name: self-employed

Occupation: consultant/author

Present Position: Legal Research Analyst

Length of Employment: approximately 4 years

**What are your current and past community activities?**

I am currently a Brisbane Planning Commissioner, a member of the Mothers of Brisbane ("MOB"), and signed up to assist the Friends of the Brisbane Library with the concerts at Mission Blue. As the author of a children's book, I have provided community readings at the Brisbane Library. I would like to continue my service as a Brisbane Planning Commissioner.

**Please list any other background information (business, educational, personal data you feel comfortable sharing) that might be useful.**

I am the director of my own start-up company: Phoenix Formations. I am also self-employed as a consultant in legal matters requiring research. I am trained in language arts, political science, and law.

**Why do you want to be a member of this commission or committee?**

After being a resident for approximately five (5) years, I decided to set time aside for increased community involvement. This decision led to my application to fill last year's vacancy on the Brisbane Planning Commission. During this past year's service, I have grown to better understand the responsibilities of a planning commissioner and enhanced my understanding for the demands of such a position. I have become immersed in the language of the codes and analyses that are required to successfully fulfill planning commissioner duties. In addition to acquiring a better-



## Application for the Brisbane Planning Commission

Applicant: TuongVan Do

tuned skills set, I have developed a rapport with my fellow commissioners that make community decision-making truly a team effort that encompasses and reflects the best interests of our community.

I would like to continue in my service to the community as a Brisbane Planning Commissioner so that I remain an active participant in the growing and unique positivity that truly sets Brisbane apart from other cities.

### **What do you feel you could contribute to this commission or committee?**

As a consultant in the legal field, I am familiar with reviewing and analyzing policies, statutes, and related regulations. This has been an invaluable skill that was successfully applied to the Planning Commission's responsibilities such as: reviewing applications, taking testimony, developing regulations, holding hearings, providing comment and reports for recommendations that would impact city development and growth.

Aside from these technical skills, I possess an amiable, diligent, and reasonable personality that is community-oriented. Together, my technical skills and community-driven personality allow for and support a cooperative work ethic that is necessary for a position that requires balance, poise, and compromise that focus on optimal community benefits.

### **How much time do you envision giving to this volunteer position should you be appointed? How often are you out of town? What other commitments might cause conflicts in your attendance at meetings/activities or conferences?**

During my tenure as a Planning Commissioner, I dedicated myself to the demands of the position by reviewing all relevant data drafted and presented by Staff, making appropriate inquiries, conducting hearings and considering the impact of relevant information presented at the hearings, attending meetings, and submitting recommendations to the City Council as a team member of the larger Brisbane Planning Commission.

I plan to continue my dedication and service. I understand that the responsibilities and duties that accompany this position will require more than the allotted meeting times and I am willing and available to commit the necessary time. I am usually in town and other commitments are appropriately scheduled ahead of

**Application for the Brisbane Planning Commission**  
**Applicant: TuongVan Do**

time. I am prepared for the responsibilities of planning commissioner. Excepting emergencies, I am aware of my availability and can respond to commission demands appropriately and in a timely fashion.

RESOLUTION NO. 2006-08

A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF BRISBANE AMENDING THE POLICIES  
CONCERNING ORGANIZATION AND OPERATION  
OF THE TRAFFIC ADVISORY COMMITTEE

WHEREAS, on July 27, 1998, the City Council established the Traffic Advisory Committee to advise the City Council on various traffic issues including parking on residential streets, installation of traffic control devices, and such other matters as may be referred to the Committee from time to time by the City Council or the City Staff; and

WHEREAS, the City Council established policies for the organization and operation of the Traffic Advisory Committee through the adoption of Resolution No. 2004-39 on September 20, 2004; and

WHEREAS, the City Council desires to amend the policies established by Resolution No. 2004-39

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brisbane as follows:

1. The Traffic Advisory Committee shall be governed by the following policies:
  - (a) **Organization and Membership.** The Traffic Advisory Committee shall consist of between five (5) and seven (7) members to be appointed by the City Council. Such Committee members shall serve without compensation. Members of the Committee must at all times during their service be residents of the City and, to the extent feasible, appointments shall be made of persons who reside in different areas of the City.
  - (b) **Term of Office.** Committee members serve in an advisory capacity at the pleasure of the City Council. Committee members shall be appointed for a staggered term of two years, unless the appointment is to fill a vacancy created other than by expiration of a term, in which event the appointment shall be for the unexpired portion of the term. Any Committee member may be removed with or without cause by a vote of at least three members of the City Council.
  - (c) **Officers.** The Committee shall elect from its members a Chair and a Vice Chair, who shall hold office for a term of one year, or until their successor is elected. A new Chair and Vice Chair shall be elected each year.
  - (d) **Meetings.** Meetings of the Traffic Advisory Committee shall be held on a semi-annual basis at such time and place as scheduled by the Committee Staff and notice of each meeting shall be given in compliance with the requirements of the Brown Act. Additional meetings may be held as needed.

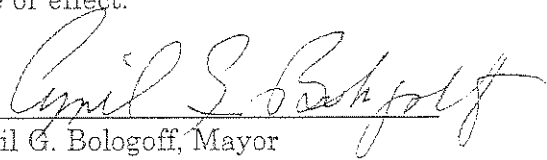
(e) **Responsibilities.** The Traffic Advisory Committee shall advise the City Council or the Director of Public Works regarding any of the following matters:

- (1) The establishment of restricted parking zones on residential streets.
- (2) The installation of stop signs, yield signs, or other traffic control devices.
- (3) The feasibility of one-way streets.
- (4) The evaluation of speed humps or other speed-reducing measures which are installed.
- (5) Review voluntary petitions to establish residential parking permit areas.
- (6) Such other traffic issues as may be referred to the Committee by the City Council, the City Manager, the Director of Public Works or the Chief of Police.

The responsibilities of the Traffic Advisory Committee shall be limited to the foregoing items and the Committee shall not engage in any other activities or functions without prior authorization by majority vote of the City Council. An appeals from the Traffic Advisory Committee's recommendations must be made to the City Council within 60 days of the recommendation by providing a letter to the City Clerk stating the reasons for the appeal.

- (f) **Annual Report.** The Traffic Advisory Committee shall furnish an annual report to the City Council summarizing it's activities during the preceding year.
- (g) **Committee Staff.** The City Manager, or the City Manager's designated representative, shall serve as the staff advisor to the Traffic Advisory Committee and shall give notice of meetings, keep and maintain records of Committee meetings and recommendations, and generally provide such support and assistance as the Committee may require in order to perform its responsibilities.

2. Resolution No. 2004-39 is intended to be superseded by this Resolution and is hereby repealed and declared to be of no further force or effect.

  
Cyril G. Bologoff, Mayor

I hereby certify that the foregoing Resolution No. 2006-08 was duly and regularly adopted at the regular meeting of the Brisbane City Council on March 6, 2006, by the following vote:

AYES: Councilmembers Barnes, Conway, Waldo, Mayor Bologoff

NOES:

ABSTAIN:

ABSENT: Councilmember Richardson

  
\_\_\_\_\_  
Sheri Marie Schroeder, City Clerk

POSSIBLE QUESTIONS  
FOR  
TRAFFIC ADVISORY COMMITTEE APPLICANTS

NOTE: EACH QUESTION NEED NOT BE ASKED OF EACH CANDIDATE OR COUNCIL MAY DESIRE TO ASK DIFFERENT QUESTIONS

1. Why are you interested in becoming a member of the Traffic Advisory Committee?
2. What do you feel you can bring to the Committee both individually and as a representative of your community?
3. Tell us a little about yourself and what skills or abilities you have to bring to the work of the Committee.
4. Have you ever served on a Commission/Committee taking public input and working with other members of the Commission/Committee to make a recommendation?

City of Brisbane Commission/Committee Application

To: HONORABLE MAYOR AND CITY COUNCIL

I am a resident of the City of Brisbane and am interested in being considered for appointment to the TRAFFIC  
ADVISORY COMMITTEE (please write in committee or commission of interest.)

Name PETER GRACE Years lived in Brisbane 1998-

Address 95 KING'S ROAD Email Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Employer's Name ARTHRITIS FOUNDATION Occupation \_\_\_\_\_

Present Position VP FINANCE Length of Employment 3 in present position

What are your current and past community activities? \_\_\_\_\_

- PAST: OPEN SPACE COMMITTEE
- CURRENT: AYSO TREASURER
- MEASURE 0
- SFO AIRCRAFT NOISE ONE OF 4 PRINCIPALS INVOLVED MEETING WITH SPELER AND OTHERS

Please list any other background information (business, educational, personal data you feel comfortable sharing) that might be useful.

- BSc CIVIL ENGINEERING
- WORKED 5 YEARS AS CIVIL ENGINEER ON DESIGN AND ON CONSTRUCTION SITES IN UK AND ABROAD
- VP FINANCE AT LOCAL NON-PROFIT

Why do you want to be a member of this commission or committee? \_\_\_\_\_

I WANT TO GIVE BACK TO THE COMMUNITY IN WHICH I LIVE IN AN AREA WHERE I CAN BE PRODUCTIVE

What do you feel you could contribute to this commission or committee? \_\_\_\_\_

TRAFFIC IS A MAJOR ISSUE IN BRISBANE DUE TO:-  
- NARROW STREETS  
- LIMITED PARKING ON RESIDENTIAL STREETS  
- TRAFFIC FLOW THAT TURNS FROM RESIDENTIAL TO COMMERCIAL ON SAME STREET

How much time do you envision giving to this volunteer position should you be appointed? How often are you out of town? What other commitments might cause conflicts in your attendance at meetings/activities or conferences? \_\_\_\_\_

THE COMMITTEE MEETS AS NEEDED