



**REPORT TO
Personnel and Public Employees Committee
City of Sacramento**

**915 I Street, Sacramento, CA 95814-2604
www.cityofsacramento.org**

**Discussion Calendar
November 16, 2010**

**Honorable Chair and Members of
The Personnel and Public Employees Committee**

Title: Review of Applications for Capitol Area Development Authority

Location/Council District: (Citywide)

Recommendation: Review applications and nominate candidates.

Contact: Katia Ligaiviu, Deputy City Clerk, Office of the City Clerk; (916) 808-7200;
Paul Schmidt, Executive Director, Capitol Area Development Authority (CADA), (916)
322-2114.

Presenters: None

Department: City Clerk's Office

Division: N/A

Organization No: 04001011

Description/Analysis

Issue: Review applications and/or conduct interviews to identify the most qualified candidates to nominate and forward to the Mayor for appointment.

Policy Considerations: None.

Environmental Considerations: None.

Commission/Committee Action: None.

Rational for Recommendation: To review applications to identify the most qualified individuals for nomination to the Mayor for appointment to the City's various advisory boards.

Financial Considerations: None.

Emerging Small Business Development (ESBD): None.

Respectfully Submitted by: _____



Katia Ligaiviu,
Deputy City Clerk

Recommendation Approved:



Stephanie Mizuno,
Assistant City Clerk

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ATTACHMENT 1

Background:

The following applicants are under consideration for positions on city boards and commissions.

Board/Commission:	Capitol Area Development Authority
Available Positions:	One (1)
Category Description(s):	Category B: Public-at-large
Status of Incumbent:	William Ishmael – Has served the maximum number of terms

No.	Applicant Name	District	Category	Comments
1	Jason I. McCoy	1	B	Interviewed
2	Kristan L. Otto	3	B	Interviewed
3	Xzandrea D. Fowler	1	B	Not interviewed



City of Sacramento

Application for Appointment to Boards/Commissions and Committees

RECEIVED
CITY CLERK'S OFFICE
CITY OF SACRAMENTO
2010 SEP 16 P 3:05

INSTRUCTIONS: Provide all information requested. Attachments must be single sided on 8.5 x 11 paper. If you will be representing an organization, you must include a letter from the organization recommending you as their representative. Note: All information provided on this form is a public record. **Return this completed application form to:** Office of the City Clerk, Historic City Hall, 915 I Street, Rm. 116, Sacramento, CA 95814. Tel: (916) 808-7200.

IMPORTANT: Letters of recommendation are optional. If you choose to include a letter it must be submitted as part of this application. Letters will not be accepted after your application is filed with the City Clerk's Office.

BOARD / COMMISSION OR COMMITTEE NAME: Capitol Area Development Authority Governing Board

CATEGORY FOR WHICH YOU ARE APPLYING: Public at-large B
Description (if applicable) Category Letter

- Name of Company/Organization Being Represented (if applicable): _____
 Company/Organization Authorization Letter Attached (if applicable to qualifications of category)

Applicant Name: McCoy Jason Ian E-Mail: _____
Last First Middle

Home Address: Winter Park Drive #19 Sacramento CA 95834
Street # Street Name City State Zip

Mailing Address (if different than home address): _____
Street # Street Name City State Zip

Resident of City Council District No: One (1) Business in Council District No: Seven (7)
Required If Applicable

Home Telephone: (mobile) Business Telephone: _____

Please state the reason you would like to be a member of this board/commission (or attach):

My professional background is in land use, urban planning and transportation planning. I have designed and planned several mixed-use projects including high-density housing, commercial and transportation facilities and have the technical experience that will prove valuable in the management and redevelopment of the area. Additionally, as a resident of Sacramento, I understand the value of dedicating service toward a cause to better the community and would like to apply my understanding of Transit-Oriented Development (TOD), mixed-use, and urban development to reduce blight and accelerate economic opportunity. I have served on a number of advisory groups including the Planning Commission for the cities of San Luis Obispo and Modesto, and on Modesto's Airport Advisory Committee and the Santa Maria Transportation Committee.

Are you currently, or have you in the past, served on an advisory group? Yes No If yes, state the name of the group and how that service supports your application (or attach).

The Planning Commission for the City of Modesto, applicable in the nature of redevelopment and mixed-use.

Do you, or an immediate family member, have any relationship (professional, financial, other) that may present a potential conflict of interest for this advisory group? Yes No If yes, please explain:

N/A

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

Jason Ian McCoy, AICP

APPLICANT NAME

FROM DATE: BUSINESS NAME: _____

TO DATE: ADDRESS: _____
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED: N/A

FELONY CONVICTIONS: A felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Have you ever been convicted of a felony? If yes, please indicate for each conviction, the date of the conviction, the location of the court of conviction, and the exact denomination of the offense resulting in conviction:

No

CIVIL ACTIONS: List each civil action, if any, in which punitive or exemplary damages have been assessed against you, indicating in each instance the date of the trial, court judgment and the location of the court which rendered the judgment:

N/A

I DECLARE, UNDER PENALTY OF PERJURY THAT ALL STATEMENTS IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE:

Signature: /s/ Jason Ian McCoy  Date: 09-16-2010
Type Name if Returning Via E-Mail or Print, Sign and Mail

DISCLOSURE AND REGULATORY REQUIREMENTS

City Code Section 2.40.060: Conflict of Interest Disclosure - If a Statement of Economic Interests Form 700 is required for this position (see announcement), the form must be filed with the Office of the City Clerk prior to beginning service. The City Clerk will provide appointees with the filing form and instructions. Official status to serve will be delayed until the form is filed with the Office of the City Clerk.

City Code Section 2.40.010: Attendance - Board/commission members are required to attend meetings on a regular basis, and may be removed if a member does not attend three consecutive regularly scheduled meetings. If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member? Yes No

City Resolution 2007-653: Mandatory Ethics Training - Board/commission members are required to satisfy the local ethics training requirement mandated by Government Code Sections 53234 et seq. and may be removed if proof of attendance is not filed with the Office of the City Clerk within 60 days of appointment. Appointees will be provided with an on-line training resource. If appointed, will you be able to complete the training within 60 days? Yes No

ACCOMMODATION INFORMATION

PLEASE IDENTIFY ANY SPECIALIZED ACCOMMODATIONS NEEDED FOR EQUAL PARTICIPATION:

N/A

Jason I. McCoy, AICP

**Winter Park Drive #19
Sacramento, CA 95834**

QUALIFICATIONS:

Mr. McCoy's experience spans more than 10 years and includes environmental (CEQA/NEPA), land-use planning and urban design, local policy development, site opportunities and constraints analysis, entitlement processing, recreation resource planning and design, multi-modal transportation planning, municipal planning, and technical document preparation including master plans, specific plans, site planning, code development, and local feasibility studies. He is known for his positive, hands-on approach to working with the public, clients, and community leaders. His broad spectrum of experience offers a unique perspective and has proven advantageous when communicating new and innovative approaches staff planners, clients, and project consultants.

Mr. McCoy understands the value of direct involvement with citizens as partners in urban planning, and has been heavily involved in designing public participation strategies for several high-profile and politically sensitive projects. He understands the nuances and complexities associated with between the public, agency staff, and the private sector. Prior to joining HMM, Mr. McCoy worked as a Senior Planner with RRM Design Group, as an Associate Planner with Urban Planning Concepts of Santa Maria, and as a planning division assistant with the City of San Rafael. He has also served as a government representative serving on Planning Commissions and Advisory Committees for the cities of San Luis Obispo, Santa Maria and Modesto.

EXPERIENCE:

Senior Transportation Planner, June 2010 to Present Hatch Mott MacDonald (HMM) - Sacramento, CA

Project planner, project manager, and designer responsible for coordinating pre-application through approval for transportation planning projects, land use planning and public outreach. Guided Assistant and Associate level staff in development of design concepts and task completion both in-house and as a contract planning consultant for various agencies. Directed major development projects through complex entitlement and permitting phases, including application production and processing, public hearing and compliance with conditions of approval. Other responsibilities include:

- Site constraints assessment, program and theme development, project visioning, land planning and site designs that respect and respond to their context.
- Preparation of technical writing documents including master plans, specific plans, initial environmental assessments, and design guidelines for new and established communities.
- Negotiation and collaboration with city staff, county representatives, LAFCo and other agencies; development proposal and design presentations before public hearing bodies; charrette design and facilitation.
- Client relations, project proposals, budget and contract tracking, sub-consultant management, prospective employee interviews and performance evaluations; participation in conferences and active learning seminars.

Senior Planner, May 2004 to June 2010

RRM Design Group (RRM) - San Luis Obispo, CA / Oakdale, CA

Project planner, project manager, and designer responsible for coordinating pre-application through approval for multiple commercial, residential and recreational projects throughout California. Served as project designer, planner and point-of-contact between clients, consultant teams, agency staff and decision makers; working closely with civil engineering, architecture, landscape architecture, environmental and other consulting professionals. Guided Assistant and Associate level staff in development of design concepts and task completion both in-house and as a contract planning consultant for various agencies. Directed major development projects through complex entitlement and permitting phases, including application production and processing, public hearing and compliance with conditions of approval. Maintained proficiency in Adobe Photoshop, InDesign, Word & PowerPoint. Experienced in use of AutoCAD and GIS.

Associate Planner, June 2001 to May 2004

Urban Planning Concepts (UPC) - Santa Maria, CA

Associate planner responsible for project design, coordinating and negotiating discretionary entitlement applications. Preparation of environmental documents under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). Responsibilities included program development, conceptual project design and civil engineering based working drawing production using AutoCAD; presentation of development proposals before public hearing bodies; PowerPoint development for presentation; technical analysis and writing

for planning applications, Specific Plan and Master Plan preparation, Storm Water Pollution Prevention Plans (SWPPP), Initial Environmental Assessments and related planning documents. Position required extensive coordination with agency staff, client contact, sub-consultant supervision, and project schedule management.

Planning Assistant, October 2000 to April 2001

City of San Rafael, Planning Division – San Rafael, CA

Planning assistant performing application review and environmental analysis for minor land development projects. Prepared project staff reports with consistency determination for associate and senior level staff and planning commission review and reviewed business license applications for municipal code conformity. Conducted public hearings as staff zoning administrator, researched project sites and participated in project proponent/staff development project negotiations. Performed site-inspections for pre-application meetings, served the public as the staff counter planner (current planning), prepared planning commission application review packages, and served as liaison to members of the planning commission.

RELATED EXPERIENCE:

Planning Commissioner, December 2005 to March 2007 - City of San Luis Obispo, CA

Planning Commissioner, December 2009 to December 2013 - City of Modesto, CA

The Planning Commission reviews and recommends amendments to the General Plan, Zoning and Municipal Codes, the Capital Improvement Program, subdivision proposals and neighborhood development plans. Evaluation of plans, codes and projects require a thorough understanding of the planning and environmental process and local code. Commissioners also attend special community events, community discussion groups, and speaking engagements.

EDUCATION & PROFESSIONAL COURSEWORK:

Bachelor of Arts, Environmental Studies and Planning (2001) Sonoma State University - Rohnert Park, CA

USGBC – LEED Green Associate Exam Preparation (In-Progress)

Urban Land Institute: Reinventing Retail: Community, Lifestyle, and Entertainment (2007)

PSMJ Resources, Inc.: A/E/C Bus. Development for Principals and Project Managers (2006)

UCLA Extension: California Environmental Quality Act Public Policy Program (2003)

CERTIFICATIONS:

American Institute of Certified Planners (AICP) #023135 (2008)

National Charrette Institute: NCI Public Meeting Facilitator (2005)

National Charrette Institute: NCI Charrette Planner Certification (2005)

APPOINTMENTS:

City of Modesto Planning Commission (December 2009 – December 2013)

City of Modesto Airport Advisory Committee (August 2008 – August 2011)

City of San Luis Obispo Planning Commission (December 2005 – March 2007)

City of Santa Maria Transportation Committee (July 2002 – April 2004)

HONORS/AWARDS:

Employee of the Month, RRM Design Group, November 2008

Employee of the Year, RRM Design Group, December 2007

Appreciation of Service, City of San Luis Obispo, March 2007

Employee of the Month, RRM Design Group, February 2007

PROFESSIONAL AFFILIATIONS:

American Planning Association, Member

American Institute of Certified Planners, Member

Local Government Commission, Associate Member

National Charrette Institute, Member

Urban Land Institute, Member



City of Sacramento

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CITY CLERK'S OFFICE
CITY OF SACRAMENTO

Application for Appointment to Boards/Commissions and Committees

2010 SEP 27 A 7:1

INSTRUCTIONS: Provide all information requested; use blue or black ink; any attachments must be single sided on 8.5 x 11 paper. If you will be representing an organization, you must include a letter from the organization recommending you as their representative. Note: All information provided on this form is a public record. Return this completed application form to: Office of the City Clerk, Historic City Hall, 915 I Street, 1st Floor, Sacramento, CA 95814. Tel: (916) 808-7200.

IMPORTANT: Letters of recommendation are optional. If you choose to include a letter it must be submitted as part of this application. Letters will not be accepted after your application is filed with the City Clerk's Office.

BOARD / COMMISSION OR COMMITTEE NAME: CAPITOL AREA DEVELOPMENT AUTHORITY

CATEGORY FOR WHICH YOU ARE APPLYING: BOARD VACANCY
Description Category Letter

- Name of Company/Organization Being Represented (if applicable): _____
- Company/Organization Authorization Letter Attached (if applicable to qualifications of category)

Applicant Name: Otto Kristan L
First Middle

Home Address: _____
Street # Street Name City State Zip
Commons Dr Sacramento CA 95825

Mailing Address (if different than home address): SAME
Street # Street Name City State Zip

Resident of City Council District No.: 3 Community Planning Area No.: _____
If applicable

Home Telephone: 916- _____ Cell Business Telephone: 916- _____

Please state the reason you would like to be a member of this board/commission (or attach): I have long been an advocate for strong mixed growth in the down-town area. I also served as the Economic Development Manager for the City of Sacramento

Are you currently, or have you in the past, served on an advisory group? Circle Yes / No If yes, state the name of the group and how that service supports your application (or attach).
Sacramento Housing and Redevelopment Agency - Commissioner
City of Sacramento Planning Commission (past)

Do you, or an immediate family member, have any relationship (professional, financial, other) that may present a potential conflict of interest for this advisory group? Circle: Yes / No

If yes, please explain: _____

BACKGROUND INFORMATION

You may also attach a resume reflecting experience, community activities or other qualifications not listed below that would be helpful to the Council in evaluating your application.

EDUCATION: University of California, Davis - B.A.

WORK EXPERIENCE: List names, addresses and dates of employment for the last five (5) years. Attach additional sheets of paper if needed.

CURRENT EMPLOYER:

FROM: MO ____ DAY ____ YR ____ EMPLOYER NAME: Retired

TO: MO ____ DAY ____ YR ____ ADDRESS: _____
Street # Street Name City State

DUTIES: _____

PRIOR EMPLOYER(S):

FROM: MO 2 DAY ____ YR 2005 EMPLOYER NAME: Self - Kaiser Otto Group

TO: MO 9 DAY ____ YR 2008 ADDRESS: 891 Commons Dr, Sacramento
Street # Street Name City State

DUTIES: Real Development - Consultant

FROM: MO 4 DAY ____ YR 1998 EMPLOYER NAME: City of Sacramento

TO: MO 11 DAY ____ YR 2004 ADDRESS: 915 I Street Sacramento
Street # Street Name City State

DUTIES: Economic Development Manager

FROM: MO 4 DAY ____ YR 1997 EMPLOYER NAME: Sac Housing and Redevelopment

TO: MO 4 DAY ____ YR 1998 ADDRESS: 600 I Street, Sacramento, CA
Street # Street Name City State

DUTIES: _____

BUSINESS ENTERPRISES: List business name including fictitious name and address of any business enterprises currently or previously owned or operated.

FROM: MO ____ DAY ____ YR 1997 BUSINESS NAME: The Hess Company

TO: MO ____ DAY ____ YR 1997 ADDRESS: 891 Commons Dr Sacramento CA
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED: _____

Real Estate Development Consultant

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

APPLICANT NAME _____

FROM: MO ____ DAY ____ YR ____ BUSINESS NAME: _____

TO: MO ____ DAY ____ YR ____ ADDRESS: _____
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED: _____

FELONY CONVICTIONS: A felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Have you ever been convicted of a felony? If yes, please indicate for each conviction, the date of the conviction, the location of the court of conviction, and the exact denomination of the offense resulting in conviction: _____

NO

CIVIL ACTIONS: List each civil action, if any, in which punitive or exemplary damages have been assessed against you, indicating in each instance the date of the trial, court judgment and the location of the court which rendered the judgment: _____

NONE

I DECLARE, UNDER PENALTY OF PERJURY THAT ALL STATEMENTS IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE:

Signature: _____
(original signature is required)

Date: 9-24-10

DISCLOSURE AND REGULATORY REQUIREMENTS

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City Resolution 2007-653: Mandatory Ethics Training - Board/commission members are required to satisfy the local ethics training requirement mandated by Government Code Sections 53234 et seq. and may be removed if proof of attendance is not filed with the Office of the City Clerk within 60 days of appointment. Appointees will be provided with an on-line training resource. If appointed, will you be able to complete the training within 60 days? Circle: Yes / No

ACCOMMODATION INFORMATION

PLEASE IDENTIFY ANY SPECIALIZED ACCOMMODATIONS NEEDED FOR EQUAL PARTICIPATION: _____



City of Sacramento

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BOARD / COMMISSION OR COMMITTEE NAME: Capitol Area Development Authority Governing Board

CATEGORY FOR WHICH YOU ARE APPLYING: Public at-large B
Description (if applicable) Category Letter

- Name of Company/Organization Being Represented (if applicable): _____
 Company/Organization Authorization Letter Attached (if applicable to qualifications of category)

Applicant Name: Fowler Xzandrea D E-Mail: _____
Last First Middle

Home Address: _____ Mossy Bank Drive, Apt.1 Sacramento CA 95833
Street # Street Name City State Zip

Mailing Address (if different than home address): _____
Street # Street Name City State Zip

Resident of City Council District No: One (1) Business in Council District No: _____
Required If Applicable

Home Telephone: _____ Business Telephone: _____

Please state the reason you would like to be a member of this board/commission (or attach):

Through my profession, City Planning, I have expertise and interest in redevelopment. I have lived in the City of Sacramento for more than 10 years and believe that it is my duty as a resident to give back to my community via service. In my profession I work daily with mixed-use plans, redevelopment projects, and State and local agencies.

Are you currently, or have you in the past, served on an advisory group? Yes No If yes, state the name of the group and how that service supports your application (or attach).

Do you, or an immediate family member, have any relationship (professional, financial, other) that may present a potential conflict of interest for this advisory group? Yes No If yes, please explain:

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

Fowler, Xzandrea D
APPLICANT NAME

FROM DATE: BUSINESS NAME: _____

TO DATE: ADDRESS: _____
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED: _____

FELONY CONVICTIONS: A felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Have you ever been convicted of a felony? If yes, please indicate for each conviction, the date of the conviction, the location of the court of conviction, and the exact denomination of the offense resulting in conviction:

No

CIVIL ACTIONS: List each civil action, if any, in which punitive or exemplary damages have been assessed against you, indicating in each instance the date of the trial, court judgment and the location of the court which rendered the judgment:

N/A

I DECLARE, UNDER PENALTY OF PERJURY THAT ALL STATEMENTS IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE:

Signature: /s/ Xzandrea D Fowler
Type Name if Returning Via E-Mail or Print, Sign and Mail

Date: August 30, 2010

DISCLOSURE AND REGULATORY REQUIREMENTS

City Code Section 2.40.060: Conflict of Interest Disclosure - If a Statement of Economic Interests Form 700 is required for this position (see announcement), the form must be filed with the Office of the City Clerk prior to beginning service. The City Clerk will provide appointees with the filing form and instructions. Official status to serve will be delayed until the form is filed with the Office of the City Clerk.

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ACCOMMODATION INFORMATION

PLEASE IDENTIFY ANY SPECIALIZED ACCOMMODATIONS NEEDED FOR EQUAL PARTICIPATION:

N/A