

CITY OF OAKLAND



CITY HALL • 1 FRANK H. OGAWA PLAZA, 3rd FLOOR • OAKLAND, CALIFORNIA 94612

Office of the Mayor
Honorable Libby Schaaf
Mayor

(510) 238-3141
Fax (510) 238-4731

Letter of Appointment

October 22, 2020

The Honorable City Council
One Frank H. Ogawa Plaza, Second Floor
Oakland, CA 94612

Dear President Kaplan and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has appointed the following persons as members of the following board or commission, subject to City Council confirmation:

Parks and Recreation Advisory Commission

Jinhee Ha to serve a three-year term on the Parks and Recreation Advisory Commission beginning November 14, 2020 and ending November 13, 2023 filling the seat previously held by herself.

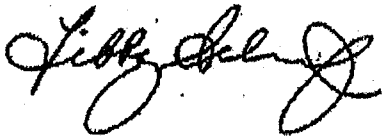
Peter Moore to serve a three-year term on the Parks and Recreation Advisory Commission beginning November 14, 2020 and ending November 13, 2023 filling the seat previously held by himself.

Kenzie Smith to serve a three-year term on the Parks and Recreation Advisory Commission beginning November 14, 2020 and ending November 13, 2023 filling the seat previously held by himself.

Evelyn Torres to serve a three-year term on the Parks and Recreation Advisory Commission beginning November 14, 2020 and ending November 13, 2023 filling the seat previously held by herself.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Libby Schaaf". The signature is fluid and cursive, with a large, stylized initial "L".

Libby Schaaf
Mayor

Profile

Evelyn _____ Torres _____
First Name Middle Initial Last Name

Email Address

Street Address Suite or Apt
Oakland CA 94610
City State Postal Code

Home _____ Home: _____
Primary Phone Alternate Phone

Síntesis Strategies _____ CEO _____
Employer Job Title

Which Boards would you like to apply for?

Parks and Recreation Advisory Commission: Submitted

Interests & Experiences

Please tell us how your qualifications and participation will relate to the requested board and/or commission's mission.

I've been a commissioner for PRAC for the last past years and would like to continue in my role.

Please submit your resume or curriculum vitae. You may upload a document. (A Word format is preferred.) Alternatively, you may paste the text of your resume in the field provided below.

Upload a Resume

Please paste the text of your resume or curriculum vitae below.

It wont let me upload my resume. I would be happy to email it as well.

Please click the acknowledgement below.

Service on City of Oakland boards, commissions, and committees may require filings of the FPPC's Statements of Economic Interest (Form 700). Upon appointment and determination of filing status, I will comply with all filing obligations.

I Agree *

Profile

kenzie _____ D _____ Smith _____
First Name Middle Initial Last Name

Email Address _____

Street Address _____ Suite or Apt _____
Oakland _____ CA _____ 94606
City State Postal Code

Home _____ Home _____
Primary Phone Alternate Phone

Kenzie smith _____ Ceo _____
Employer Job Title

Which Boards would you like to apply for?

Parks and Recreation Advisory Commission: Submitted

Interests & Experiences

Please tell us how your qualifications and participation will relate to the requested board and/or commission's mission.

Read Mrs. Kaplans Recommendation

Please submit your resume or curriculum vitae. You may upload a document. (A Word format is preferred.) Alternatively, you may paste the text of your resume in the field provided below.

Upload a Resume

Please paste the text of your resume or curriculum vitae below.

Please click the acknowledgement below.

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I Agree *

Profile

Jinhee _____ Ha _____
 First Name Middle Initial Last Name

 Email Address

 Street Address Suite or Apt
 Oakland CA 94606
 City State Postal Code

Mobile: _____ Mobile: _____
 Primary Phone Alternate Phone

 Employer Job Title

Which Boards would you like to apply for?

Parks and Recreation Advisory Commission: Submitted

Interests & Experiences

Please tell us how your qualifications and participation will relate to the requested board and/or commission's mission.

I am passionate about the design and programming of public spaces and city parks. Through my experience as a landscape architect, I have aided in multiple community engagement processes and in design processes from concept to implementation. I understand what goes into a community process, the tension and mediation that occasionally come up during meetings. As a young designer, I am gaining further knowledge into city codes and planning processes in the Bay Area and understand the different drawings and design sensibilities that accompany them. My work experience and lifestyle has allowed me to learn about current critical issues in the Bay Area, when it comes to public space, such as pedestrian and cyclist safety, access to transit, homelessness, right to occupy a space, etc. As a private citizen, I helped lead a youth education program for environmental design, where each student designed a portion of a open lot. In addition, I volunteer as a mentor for the East Bay College Fund and participate in cleanups and planting in my Eastlake neighborhood.

Please submit your resume or curriculum vitae. You may upload a document. (A Word format is preferred.) Alternatively, you may paste the text of your resume in the field provided below.

Ha_resume_180111.pdf
 Upload a Resume

Please paste the text of your resume or curriculum vitae below.

Please click the acknowledgement below.

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I Agree *

Jinhee Ha

Oakland, California 94606

pm

EDUCATION

- 2013 - 2016 **CORNELL UNIVERSITY** Ithaca, New York
Master of Landscape Architecture
- 2006 - 2010 **CARLETON COLLEGE** Northfield, Minnesota
Bachelor of Arts in History

RELEVANT EXPERIENCE

- 2016 - current **LANDSCAPE DESIGNER** Berkeley, California
Groundworks Office

ONGOING BAY AREA PROJECTS

- 2017 **ALICE CHALMERS PLAYGROUND** San Francisco *SF Rec + Park & SF Parks Alliance*
BELTLINE OVERLOOKS Alameda *Windriver Systems*
HP OUTDOOR AMENITY GARDEN Roseville *Strada Investment Group*
KASPER'S PLAZA Oakland *Temescal Telegraph Business Improvement District*
LINDA BEACH MASTER PLAN Piedmont *City of Piedmont*
OHLONE GREENWAY INSTALLATION Albany *City of Albany Arts Commission*
RICHMOND WELLNESS TRAIL Richmond *National Park Service & Bike East Bay*
- 2016 **HUNTER'S POINT STREETSCAPE** San Francisco *Five Point*

AWARDS & HONORS

- 2017 **HARVEY MILK PLAZA DESIGN COMPETITION FINALIST** *Friends of Harvey Milk Plaza & AIA SF*
- 2016 **UNIVERSITY OLMSTED SCHOLAR** *Landscape Architecture Foundation*
- 2015 **CLARENCE S. STEIN FELLOWSHIP** *Clarence S. Stein Institute for Urban & Landscape Studies*
MELLON SYMPOSIUM TRAVEL AWARD *Dumbarton Oaks Garden & Landscape Studies*

COMMUNITY SERVICE

- 2017 - current **MENTOR**
East Bay College Fund
- 2016 - current **VOLUNTEER**
Friends of Parkway Cascade

SKILLS

- Software Adobe Creative Suite, ArcGIS, AutoCAD, Rhinoceros 3D, Grasshopper, SketchUp
- Technical Drafting, Photography, Plant Identification, Soil Assessment
- Language English (native), Korean (fluent), German (conversational)

Profile

Peter J Moore
First Name Middle Initial Last Name

e-mail Address

Street Address #1 Suite or Apt
Oakland CA 94602
City State Postal Code

Mobile Business
Primary Phone Alternate Phone
San Francisco Recreation and Parks Department Outreach Coordinator, Planning and Capital Management Division
Employer Job Title

Which Boards would you like to apply for?

Parks and Recreation Advisory Commission: Reapplying

Interests & Experiences

Please tell us how your qualifications and participation will relate to the requested board and/or commission's mission.

I look to government to lead the public in an equitable decision making process. As a member of the Parks, Recreation Advisory Commission I hope to do my best to lead the community into more participation through representation of their interests. Oakland has a large second language speaking population who may have had a negative experience with government, in some capacity, generally due to cultural and language barriers. I want to bring their voices to the table and get them outside more, everyone should feel welcome and comfortable using recreation and open spaces. I also want to encourage the City of Oakland's participation in the Healthy Parks, Healthy People Park Prescription Program, which East Bay Regional Parks spearhead. This is an opportunity to get more people outside. As an employee of the San Francisco Recreation and Park Department I have been involved with our Equity analysis and data collection – I work with a group of analysts and planners to increase Park usage, especially in under served communities. I am also charged with increasing participation and representation at community meetings; I have increased participation by 150% or more on the more than \$250 million dollars in projects, my Division oversees. This experience will allow me to contribute my skills to the residents of Oakland and empower them to participate in the decision-making process regarding Parks and Open Space. I want to break down the barriers that contribute to a lack of participation and affect policy change in the process. I would be honored to serve. Thank you for your consideration.

Please submit your resume or curriculum vitae. You may upload a document. (A Word format is preferred.) Alternatively, you may paste the text of your resume in the field provided below.

Please paste the text of your resume or curriculum vitae below.

Objective Contribute to the execution of great government through exemplary governance. Work Experience Outreach (Public Affairs and Civic Engagement) Coordinator Planning and Capital Management Division San Francisco Recreation and Park Department San Francisco, CA (2013-present)

- provide technical assistance to division staff on developing effective stakeholder engagement strategies;
- build the visibility of the capital division's "brand;"
- assist project managers with the logistics of public outreach on a project by project basis;
- maintain the technological infrastructure necessary to support the division's daily communications work;
- represent the division in a variety of public forums and settings;
- represent the division within the larger public affairs team;
- created an ambassador program in conjunction with public affairs team.

Field Director Erwin and Muir Public Affairs and Political Consulting San Francisco, CA (2011-2012)

- Campaign to elect District Attorney George Gascón (2011) and SF Board President London Breed (2012) – supervised interns and volunteers; applied for public funding; ensured ethics committee compliance and reporting;
- 2012 Park Bond Ballot measure requiring 2/3 vote - led the field strategy and day to day operation of the campaign which passed with 72.1% of the vote; and
- 2011 Road Bond Ballot measure requiring 2/3 vote - led the field strategy and day to day operation of the campaign which passed with 67.8% of the vote.

Contract Compliance Officer - I San Francisco Human Rights Commission San Francisco, CA (2010-2011)

- Analyzed and ensured compliance with the Equal Benefits Ordinance, regarding Domestic Partner benefits
- Communicated and worked with clients regarding their Declaration; reviewed additional documentation requested from clients

Campaign Manager - Volunteer Theresa Sparks for District 6 Supervisor Campaign San Francisco, CA (2010)

- Campaign office and daily operations manager
- Ensured all activities were in compliance with Department of Elections and Ethics

Founder and Director Humboldt Gender Project Arcata, CA (2006-2009)

- Conducted needs assessment with the Transgender community
- Coordinated, designed and developed a toolkit and sensitivity trainings
- Collaborated with Project H.E.A.L.T.H. staff to expand the project into a rural health clinic

Fiscal Administrative Coordinator and Founder Eric Rofes Center for Multicultural Queer Resources Arcata, CA (2006-2008)

- Authored and defended the grant for the original center proposal, and all additional funding
- Created a resource brochure, flyers for events and press releases
- Spearheaded a collaborative recruitment effort with University Office of Admissions

Peter J. Moore, MPA Committee Experience Student Affairs Committee of the Academic Senate San Francisco State University San Francisco, CA (2009-2011)

- Led a team of graduate students on the evaluation of the University Advising Policy
- Reviewed and assisted in the design of an online instructor evaluation project
- Reviewed and updated over 175 pieces of outdated policy

University Budget Committee, Associated Students' Representative Humboldt State University Arcata, CA (2007-2008)

- Researched and analyzed past budget and future expenses
- Reviewed the policy procedures of the budget process to ensure the university was in compliance

University Curriculum Committee, Associated Students' Representative Humboldt State University Arcata, CA (2006-2008)

- Evaluated college-wide policy on general education curriculum including; removal of courses, program reviews, and new course proposals

Outcomes Assessment Working Group, Associated Students' Representative Humboldt State University Arcata, CA (2007-2008)

- Created university-wide assessment measures
- Researched and analyzed assessment models from other universities

Education San Francisco State University Master of Public Administration (May 2011)

Emphasis: Public Affairs

- Course examples: Program Evaluation and Intergovernmental Relations

Humboldt State University Bachelor of Arts Degree: Interdisciplinary – Women's Studies (2008)

Emphasis: Social and Community Service

Minor: Multicultural Queer Studies

- Outstanding Student Award Nominee
- Professional Organizations/Clubs Alice B. Toklas Democratic Club - Past Board Member
- Field and Membership Committee's Co-chair
- American Society for Public Administration San Francisco Bay Area Chapter – Member, Section on Intergovernmental Administration and Management (SIAM) and LGBT Section
- California Association of Public Information Officials (CAPIO)
- National Recreation and Parks Association (NRPA)

Technical Skills Adobe Acrobat software Microsoft Office Suite including: Access, Excel, Outlook, SharePoint, Sway and Word

Other software: Hyperion, budgeting software; and SPSS, Stata, and SaS, statistical analysis software

Proficient in research methods, both electronic and hardcopy searches

Proficient in creation and interpretation of statistical methods, including regression analysis

SalesForce Administrator; WordPress Administrator

Please click the acknowledgement below.

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I Agree *

PETER J. MOORE, MPA

OBJECTIVE

Contribute to the execution of great government through exemplary governance.

WORK EXPERIENCE

OUTREACH (PUBLIC AFFAIRS AND CIVIC ENGAGEMENT) COORDINATOR SAN FRANCISCO, CA
PLANNING AND CAPITAL MANAGEMENT DIVISION
SAN FRANCISCO RECREATION AND PARK DEPARTMENT (2013-PRESENT)

- Provide technical assistance to division staff on developing effective stakeholder engagement strategies;
- Build the visibility of the capital division's "brand;"
- Assist project managers with the logistics of public outreach on a project by project basis;
- Maintain the technological infrastructure necessary to support the division's daily communications work;
- Represent the division in a variety of public forums and settings;
- Represent the division within the larger public affairs team;
- Created an ambassador program in conjunction with public affairs team.

FIELD DIRECTOR SAN FRANCISCO, CA
ERWIN AND MUIR PUBLIC AFFAIRS AND POLITICAL CONSULTING (2011-2012)

- Campaign to elect District Attorney George Gascón (2011) AND SF Board President London Breed (2012) - supervised interns and volunteers; applied for public funding; ensured ethics COMMITTEE compliance and reporting;
- 2012 Park Bond Ballot measure requiring 2/3 vote - LED THE FIELD STRATEGY AND DAY TO DAY OPERATION OF THE CAMPAIGN WHICH PASSED WITH 72.1% OF THE VOTE; AND
- 2011 ROAD BOND Ballot measure requiring 2/3 vote - LED THE FIELD STRATEGY AND DAY TO DAY OPERATION OF THE CAMPAIGN WHICH PASSED WITH 67.8% OF THE VOTE.

CONTRACT COMPLIANCE OFFICER - I SAN FRANCISCO, CA
SAN FRANCISCO HUMAN RIGHTS COMMISSION (2010-2011)

- Analyzed and ensured compliance with the Equal Benefits Ordinance, regarding Domestic Partner benefits
- Communicated and worked with clients regarding their Declaration; reviewed additional documentation requested from clients

CAMPAIGN MANAGER - VOLUNTEER SAN FRANCISCO, CA
THERESA SPARKS FOR DISTRICT 6 SUPERVISOR CAMPAIGN (2010)

- Campaign office and daily operations manager
- Ensured all activities were in compliance with Department of Elections and Ethics

FOUNDER AND DIRECTOR ARCATA, CA
HUMBOLDT GENDER PROJECT (2006-2009)

- Conducted needs assessment with the Transgender community
- Coordinated, designed and developed a toolkit and sensitivity trainings
- Collaborated with Project H.E.A.L.T.H. staff to expand the project into a rural health clinic

FISCAL ADMINISTRATIVE COORDINATOR AND FOUNDER ARCATA, CA
ERIC ROFES CENTER FOR MULTICULTURAL QUEER RESOURCES (2006-2008)

- AUTHORED AND DEFENDED THE GRANT FOR THE ORIGINAL CENTER PROPOSAL, AND ALL ADDITIONAL FUNDING
- CREATED A RESOURCE BROCHURE, FLYERS FOR EVENTS AND PRESS RELEASES
- SPEARHEADED A COLLABORATIVE RECRUITMENT EFFORT WITH UNIVERSITY OFFICE OF ADMISSIONS

COMMITTEE EXPERIENCE

STUDENT AFFAIRS COMMITTEE OF THE ACADEMIC SENATE, GRAD STUDENT REP. SAN FRANCISCO STATE UNIVERSITY

SAN
FRANCISCO, CA
(2009-2011)

- LED A TEAM OF GRADUATE STUDENTS ON THE EVALUATION OF THE UNIVERSITY ADVISING POLICY
- REVIEWED AND ASSISTED IN THE DESIGN OF AN ONLINE INSTRUCTOR EVALUATION PROJECT
- REVIEWED AND UPDATED OVER 175 PIECES OF OUTDATED POLICY

UNIVERSITY BUDGET COMMITTEE, ASSOCIATED STUDENTS' REPRESENTATIVE HUMBOLDT STATE UNIVERSITY

ARCATA, CA
(2007-2008)

- RESEARCHED AND ANALYZED PAST BUDGET AND FUTURE EXPENSES
- REVIEWED THE POLICY PROCEDURES OF THE BUDGET PROCESS TO ENSURE THE UNIVERSITY WAS IN COMPLIANCE

UNIVERSITY CURRICULUM COMMITTEE, ASSOCIATED STUDENTS' REPRESENTATIVE HUMBOLDT STATE UNIVERSITY

ARCATA, CA
(2006-2008)

- EVALUATED COLLEGE-WIDE POLICY ON GENERAL EDUCATION CURRICULUM INCLUDING; REMOVAL OF COURSES, PROGRAM REVIEWS, AND NEW COURSE PROPOSALS

OUTCOMES ASSESSMENT WORKING GROUP, ASSOCIATED STUDENTS' REPRESENTATIVE HUMBOLDT STATE UNIVERSITY

ARCATA, CA
(2007-2008)

- CREATED UNIVERSITY-WIDE ASSESSMENT MEASURES
- RESEARCHED AND ANALYZED ASSESSMENT MODELS FROM OTHER UNIVERSITIES

EDUCATION

SAN FRANCISCO STATE UNIVERSITY MASTER OF PUBLIC ADMINISTRATION (MAY 2011)

EMPHASIS: PUBLIC AFFAIRS

- COURSE EXAMPLES: PROGRAM EVALUATION AND INTERGOVERNMENTAL RELATIONS

HUMBOLDT STATE UNIVERSITY

BACHELOR OF ARTS DEGREE: INTERDISCIPLINARY - WOMEN'S STUDIES (2008)

EMPHASIS: SOCIAL AND COMMUNITY SERVICE

MINOR: MULTICULTURAL QUEER STUDIES

- OUTSTANDING STUDENT AWARD NOMINEE

PROFESSIONAL ORGANIZATIONS/CLUBS

- ALICE B. TOKLAS DEMOCRATIC CLUB - PAST BOARD MEMBER FIELD AND MEMBERSHIP COMMITTEE'S CO-CHAIR
- AMERICAN SOCIETY FOR PUBLIC ADMINISTRATION SAN FRANCISCO BAY AREA CHAPTER - MEMBER, SECTION ON INTERGOVERNMENTAL ADMINISTRATION AND MANAGEMENT (SIAM) AND LGBT SECTION
- CALIFORNIA ASSOCIATION OF PUBLIC INFORMATION OFFICIALS (CAPIO)
- NATIONAL RECREATION AND PARKS ASSOCIATION (NRPA)

TECHNICAL SKILLS

- ADOBE ACROBAT SOFTWARE
- Microsoft Office Suite including: Access, Excel, Outlook, SharePoint, Sway and Word
- Other software: Hyperion, budgeting software; and SPSS, Stata, and SaS, statistical analysis software
- Proficient in research methods, both electronic and hardcopy searches
- Proficient in creation and interpretation of statistical methods, including regression analysis

- SalesForce Administrator; WordPress Administrator



OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

**RESOLUTION CONFIRMING THE MAYOR'S REAPPOINTMENT OF
JINHEE HA, PETER MOORE, KENZIE SMITH AND EVELYN TORRES
TO THE PARKS AND RECREATION ADVISORY COMMISSION**

WHEREAS, Section 601 of the City Charter provides that members of City boards and commissions shall be appointed by the Mayor subject to confirmation by the affirmative vote of five members of the City Council; and

WHEREAS, Ordinance No. 8065 C.M.S., adopted November 13, 1969 and amended by Ordinance No. 11731 C.M.S., adopted July 26, 1994, establishes the Parks and Recreation Advisory Commission to advise the Mayor, City Council, City Administrator and the Office of Parks and Recreation on all matters relating to the general policy and operation of the parks and recreation system; and

WHEREAS, the Parks and Recreation Advisory Commission consists of eleven (11) members serving no more than two consecutive three-year terms; and

WHEREAS, the Honorable Mayor Libby Schaaf has reappointed Jinhee Ha, Peter Moore, Kenzie Smith and Evelyn Torres to serve a three-year term, subject to confirmation by the City Council; now therefore be it

RESOLVED: That pursuant to City Charter section 601, the City Council hereby confirms the Mayor's appointment of:

Jinhee Ha to serve a three-year term on the Parks and Recreation Advisory Commission beginning November 14, 2020 and ending November 13, 2023 filling the seat previously held by herself.

Peter Moore to serve a three-year term on the Parks and Recreation Advisory Commission beginning November 14, 2020 and ending November 13, 2023 filling the seat previously held by himself.

Kenzie Smith to serve a three-year term on the Parks and Recreation Advisory Commission beginning November 14, 2020 and ending November 13, 2023 filling the seat previously held by himself.

Evelyn Torres to serve a three-year term on the Parks and Recreation Advisory Commission beginning November 14, 2019 and ending November 13, 2022 filling the seat previously held by herself.

PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND
PRESIDENT KAPLAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____

ASHA REED
Acting City Clerk and Clerk of the Council
of the City of Oakland, California