

CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION & DEVELOPMENT
30 Muir Road
Martinez, CA 94553
Telephone: (925) 674-7209 **Fax:** (925) 674-7250

TO: Members, Board of Supervisors
Members, Municipal Advisory Council

FROM: John Kopchik, Director of Conservation and Development
By: Robert Sarmiento, Planner (RS)

DATE: July 31, 2020

SUBJECT: **Recruitment for a County Representative to the Citizen Advisory Committee of the Contra Costa Transportation Authority**

This memo is to inform you that the term for the current County representative on the Citizen Advisory Committee (CAC) of the Contra Costa Transportation Authority (CCTA), Patricia Bristow (Byron), has expired. The Department of Conservation and Development (DCD) is seeking candidates who reside in unincorporated areas to represent the County on the CCTA CAC (Exhibit A).

The CCTA CAC is comprised of 23 members, 20 of whom are individually appointed by the 20 local governments within Contra Costa (The County, cities, and towns), and three “at-large” members nominated by community-based stakeholder organizations within Contra Costa and subsequently appointed to the CAC by CCTA. The CCTA CAC reviews transportation programs and plans throughout the County (<https://ccta.net/about-us/#what-we-do>), including transportation projects and programs funded by the county half-cent transportation sales tax (Measure J) (<https://ccta.net/2018/10/17/measure-j>), with the objective of advising and providing recommendations to the CCTA Board of Directors. All CAC members serve a four-year term in a volunteer capacity. There is no limit to the number of consecutive terms a CAC member may serve. Relevant information on the function of the CAC and a copy of the ordinance and by-laws governing the Committee is enclosed for your reference (Exhibit B).

Contra Costa Television (CCTV) will forward a news release to various daily and weekly newspapers and publications for countywide public advertisement (Exhibit C).

DCD is accepting applications until August 31, 2020. Interested candidates can either apply online or download the application (Exhibit D) and fax the completed form to DCD. Ms. Bristow, who has been regularly attending CAC meetings throughout her term, has indicated her interest in serving as the County representative again and will apply. Should you have any questions, please contact Robert Sarmiento at (925) 674-7822, or via e-mail at robert.sarmiento@dcd.cccounty.us.

Attachments:

Exhibit A – Call for a County Representative to Serve on the CCTA CAC

EXHIBIT A

Exhibit B – CCTA CAC Ordinance and Bylaws

Exhibit C – News Release Calling for a County Representative to Serve on the CCTA CAC

Exhibit D – County Advisory Boards, Committees, and Commissions Application Form

cc: Clerk of the Board
CAO
GTC Staff
Better Government Ordinance File
John Cunningham, DCD
Maureen Toms, DCD

EXHIBIT A

**Call for a County Representative
Citizen Advisory Committee of the County's Transportation Authority**

Contra Costa County seeks an individual to serve as the County Representative on the Citizen Advisory Committee (CAC) of the Contra Costa Transportation Authority (CCTA). The individual selected for this position must live in the unincorporated area of the County, be available to attend committee meetings on the 4th Wednesday of every month at 6:00 p.m., which are normally held at the CCTA offices, located at 2999 Oak Road, Suite 100, Walnut Creek, CA 94597, and have the ability to review CAC agenda packets and develop input on agenda items beforehand. Due to the COVID-19 pandemic, meetings presently occur via videoconference. The individual will serve a four-year term in a volunteer capacity and be eligible for reimbursement for travel expenses.

The CCTA CAC reviews transportation programs and plans throughout the County (<https://ccta.net/about-us/#what-we-do>), with the objective of advising and providing recommendations to the CCTA Board of Directors. This includes transportation projects and programs funded by the county half-cent transportation sales tax ("Measure J") (<https://ccta.net/2018/10/17/measure-j>), which CCTA oversees. CCTA maintains its standing CAC in order to provide citizen perspective, participation, and involvement in the Measure J-funded and voter-approved Transportation Expenditure Plan and Growth Management Program. The CAC members have an opportunity to learn about and influence transportation and growth issues within Contra Costa County and in other jurisdictions through scheduled presentation by transportation experts, advocates, and CCTA staff.

Should you have any questions, please call (925) 674-7822. To apply for this position, please fill out the application form online at <https://www.contracosta.ca.gov/6408> or download it at <https://www.contracosta.ca.gov/DocumentCenter/View/6433> and fax the completed form to the attention of Robert Sarmiento at (925) 674-7250. **Interested individuals should apply by August 31, 2020.**

ORDINANCE 06-05
AMENDMENTS TO THE ADMINISTRATIVE CODE REGARDING THE
STRUCTURE, COMPOSITION AND APPOINTMENT OF MEMBERS OF THE
AUTHORITY'S CITIZENS ADVISORY COMMITTEE

AN ORDINANCE amending the Administrative Code regarding the structure, composition and appointment or members of the Authority's Citizens Advisory Committee.

WHEREAS, the Measure C Ordinance as amended establishes the Citizens Advisory Committee (CAC) to serve as the Authority's citizens advisory committee; and

WHEREAS, the Authority has determined that it is necessary and advisable to restructure the CAC to increase community perspective, participation and involvement in Authority policy determination and implementation; and

WHEREAS, at the July 17, 1996 Regular Meeting of the Authority Board, the Board approved and adopted a revised structure, membership and appointment procedure for the CAC (formerly TPAC – the Transportation Partnership Advisory Committee), subject to review and approval of necessary amendments to the Authority's Administrative Code; and

WHEREAS, at the September 18, 1996 Regular Meeting of the Authority Board, Ordinance 96-04, incorporating the recommended structure, membership and appointment procedures for the CAC (formerly TPAC) was duly approved and adopted by the Board, amending Chapter 1, Article IV of the Administrative Code, Section 104.3(b)(1) and (2), excluding section 104.3 (b) (3) & (4), which was referred back to staff for further development; and

WHEREAS, at its October 19, 1996 Regular Meeting of the Authority Board, Ordinance 96-04 (Revision 1) was duly approved and adopted by the Board, including section 104.3 (b)(3) & (4) of Chapter 1, Article IV of the Administrative Code; and

WHEREAS, at the June 21, 2006 Regular Meeting of the Authority Board, Ordinance 06-01 was duly approved and adopted by the Board, Amending and Restating Sales Tax Ordinance 88-01, as Amended, to Make Non-Substantive Changes and Conform to Existing Conditions, among which changes included changing the name of the Authority's citizen advisory committee from the TPAC to the CAC; and

WHEREAS, at its meeting on September 27, 2006, the CAC has reviewed and unanimously approved proposed bylaws to govern the CAC's operations; and

WHEREAS, it is necessary and advisable to further amend the Administrative Code to reflect revisions to the Authority citizen advisory committee's name structure, composition, and

incorporation of proposed bylaws as recommended to the Board at its October 18, 2006 meeting.

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

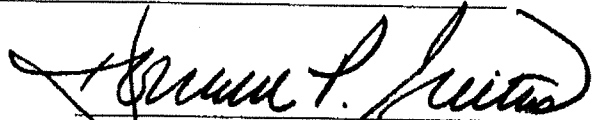
1. Section 104.3, subdivision (b) of Article IV of Chapter 1 of the Administrative Code is amended to read in full as follows:
 - (b) **Citizens Advisory Committee.** The CAC is a citizens' advisory committee to the Authority. The purpose of the citizens' advisory committee is to provide citizen perspective, participation and involvement in Authority policy development and implementation.
 - (1) Membership. Each of the Cities and the County shall appoint one member to the CAC. In addition, three (3) members shall be appointed by the Authority as "at large" members. Members shall be selected to reflect community and business organizations and interests within the County. Members shall not serve in a representative capacity with respect to their appointing authorities.
 - (2) Terms of membership. Members shall be appointed for four (4) year terms. There shall be no limit on the number of consecutive terms which a member may serve. At the discretion of the respective appointing body, CAC members are subject to re-call at anytime.
 - (3) Subcommittees, select committees and ad hoc committees. The CAC may create such subcommittees, select committees and ad hoc committees, and shall fix the membership and duties thereof, as it determines necessary or advisable to carry out its functions. Except as otherwise provided herein, such subcommittees, select committees and ad hoc committees shall be advisory only, and their recommendations and reports shall be made to the CAC.
 - (4) Growth Management Compliance Checklist Review Subcommittee. A Growth Management Compliance Checklist Review subcommittee may be created, and its members appointed from the CAC membership by the full membership of the CAC. The subcommittee, if constituted, shall be charged with responsibility for reviewing and making recommendations to the Authority and any appropriate standing committee of the Authority with respect to Growth Management checklists which have been submitted to the Authority by the Cities and the County in accordance with requirements of Ordinance 88-01 (as amended). In the interest of meeting timetables established by the Authority for review of Growth Management Checklists by the subcommittee, the report and recommendations of the Growth Management Compliance Checklist Review subcommittee may be submitted directly by the subcommittee to the Authority and/or any appropriate Authority standing committee. In such event, the report and recommendation

need not be reviewed or approved by the full membership of the CAC. In the event the full membership of the CAC reviews reports and recommendations made by the subcommittee, such review shall comply with the Authority timetable for review of the Checklists.

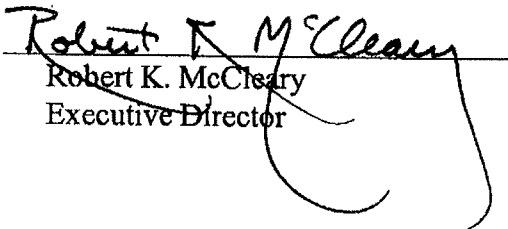
- (5) **CAC Bylaws.** The CAC may develop and adopt bylaws setting forth procedures for meetings, election of officers, attendance requirements, and other matters as necessary to facilitate CAC functions. Initial adoption of the bylaws, and subsequent approval of any amendments to the bylaws, requires a two-thirds (2/3) vote of the CAC members present and voting at any regular meeting of the CAC, and subsequent approval by the full Authority Board.
- 2. Ordinance 96-04 is hereby rescinded;
- 3. Ordinance 96-04 (Rev. 1) is hereby rescinded.

Passed and adopted by the Contra Costa Transportation Authority on October 18, 2006, 2006 by the following vote:

Abelson, Abrams, Alegria, Freitas, Gioia, Glover, Hudson,
AYES: Tatzin for Metcalf, Nix, Pierce, Viramontes
NOES: None
ABSENT: Metcalf


Donald P. Freitas, Chair

This ORDINANCE was entered into at a meeting of the Contra Costa Transportation Authority held on October 18, 2006 and held in Pleasant Hill, California, and became effective forthwith.

Attest: 
Robert K. McCleary
Executive Director

**CONTRA COSTA TRANSPORTATION AUTHORITY
CITIZENS ADVISORY COMMITTEE (CAC)
BYLAWS**

November 29, 2006

1.0 NAME AND AUTHORIZATION

The name of this organization shall be the Citizens Advisory Committee (CAC). The CAC was authorized and established pursuant to Ordinance 88-01 as amended.

2.0 PURPOSE

- 2.1. The purpose of the CAC is to provide citizen perspective, participation and involvement in Authority policy development and implementation.
- 2.2. Subject to the direction and concurrence of the Board of Directors of the Contra Costa Transportation Authority (the Authority), the CAC may engage in related activities as appropriate to the discharge of its responsibilities, and bring matters of public concern to the attention of the Authority. The CAC shall identify and educate themselves on transportation issues of regional, countywide, and local concern. The CAC shall report to the Authority on those issues deemed of importance to the CAC. The Authority may also assign issues to the CAC for its review, comment and recommendation.
- 2.3. The CAC shall provide recommendations to the Authority regarding matters of interest and concern to the community.

3.0 MEMBERSHIP

- 3.1. Each of the cities, towns, and the County of Contra Costa shall appoint one member to the CAC. In addition, three (3) members shall be appointed by the Authority as "at large" members. Members shall be selected to reflect community and business organizations and interests within Contra Costa County. Members shall not serve in a representative capacity with respect to their appointing authorities or any specific organization.
- 3.2. At the discretion of the respective appointing body, CAC members are subject to recall at anytime.
- 3.3. Members shall be appointed for four (4) year terms. There shall be no limit on the number of consecutive terms which a member may serve. To assure continuity, membership terms should be staggered and should overlap.
- 3.4. The CAC shall encourage prompt filling of vacancies.
- 3.5. Except as noted in Section 8.0 below, CAC members serve without any compensation.

4.0 OFFICERS

4.1. The Officers of the CAC shall be a Chair and a Vice-Chair. Their duties shall be as follows:

4.1.1. Chair: Presides over CAC meetings; develops the monthly meeting agenda; appoints subcommittees and subcommittee chairs; and reports the CAC's actions and decisions to the Authority as appropriate.

4.1.2. Vice-Chair: Presides over the CAC meetings in the absence of the Chair; conducts the other duties of the Chair in his/her absence.

4.2. Election of Officers shall be made as follows:

4.2.1. Chair: The Chair's term of office shall be for one calendar year. The Chair shall be elected each year at the last meeting of the calendar year by a majority of the CAC members present and voting, and shall serve until replaced by a newly-elected chair. If the term of appointment of the Chair expires before the year is out, and that member does not seek or accept reappointment, the Vice-Chair will serve as Chair until the following January.

4.2.2. Vice-Chair: This officer shall be elected by a majority of the CAC members present and voting at the last meeting of the calendar year. The term of office shall be for one year. If the term of appointment of the Vice-Chair expires before the year is out and that member does not seek or accept reappointment, the Committee will hold an election for a Vice-Chair to serve out the remainder of the term.

5.0 MEETINGS

5.1. The regular meetings of the CAC are generally scheduled for the fourth Wednesday of each month at 6:30 p.m. in the Authority offices at 3478 Buskirk Avenue, Suite 100, Pleasant Hill, California 94523.

5.2. The CAC meetings and subcommittee meetings are subject to the Brown Act.

5.3. A quorum is defined as a majority of currently appointed members.

5.4. Any member who is absent for four (4) of any twelve (12) regularly scheduled consecutive meetings shall be subject to termination. Any resulting vacancy shall be filled for a new four-year period. There are no provisions for alternates to serve as substitutes for CAC members who are unable to attend a CAC meeting.

5.5. The rules contained within the current edition of Robert's Rules of Order (Newly Revised) shall govern the CAC in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the Authority's Administrative Code, the Authority's Office Procedures Guide, and any special rules of order the CAC may adopt.

6.0 SUBCOMMITTEES

- 6.1. The Chair may establish Subcommittees and Ad Hoc Committees as necessary.
- 6.2. Each subcommittee shall consist of at least three (3) CAC members appointed by the CAC Chair and reappointed annually.
- 6.3. A Growth Management Compliance Checklist Review Subcommittee may be created, and its members appointed from the CAC membership by the CAC Chairperson with the concurrence of the full CAC. The subcommittee, if constituted, shall be charged with responsibility for reviewing and making recommendations to the Authority and any appropriate standing committee of the Authority with respect to Growth Management Checklists which have been submitted to the Authority by the Cities and the County in accordance with requirements of Ordinance 88-01 as amended and the applicable sales tax expenditure plan.
 - 6.3.1. Normally, the subcommittee's recommendations will be forwarded to the full CAC for review and recommendation for approval. In the interest of meeting timetables, however, the report and recommendations of the Growth Management Compliance Checklist Review subcommittee may be submitted directly by the Checklist Review subcommittee to the Authority and/or any appropriate Authority standing committee. In such event, the report and recommendation need not be reviewed or approved by the full membership of CAC.
 - 6.3.2. When the full membership of the CAC reviews reports and recommendations made by the subcommittee, such review shall comply with the Authority timetable for review of the Checklists.
 - 6.3.3. Questions or requests for additional information from a local jurisdiction shall be communicated from the CAC to local staff through Authority staff.

7.0 AMENDMENT OF BYLAWS

Amendment of these bylaws requires a two-thirds (2/3) vote of the CAC members present and voting at any regular meeting of the CAC, and subsequent approval by the full Authority Board.

8.0 REIMBURSEMENT OF TRAVEL EXPENSES

If authorized by the Authority, CAC members will be reimbursed for travel expenses incurred for transportation to and from regular and subcommittee meetings of the CAC. Such reimbursement shall be consistent with the Authority's Administrative Code and Office Procedures Guide. If applicable, payment will be issued quarterly based upon members' signed verification of mileage on a monthly Meeting Attendance Log.

9.0 COMMUNICATIONS AND REPORTING

- 9.1. The primary channel of communication for the CAC shall be through written and oral reports from the Chair of the CAC to the Authority or its standing committee.
- 9.2. Reports from the CAC to the Authority should reflect the consensus of the CAC. If consensus has not been achieved, the Chair shall convey to the Authority that the CAC position reflects a majority vote, and the Chair shall acknowledge and convey minority opinions.
- 9.3. CAC members are encouraged to report back to their appointing Councils or boards on at least an annual basis and more frequently if warranted.

10.0 CONFLICT OF INTEREST

- 10.1. There shall be no monetary gain by members of the CAC as a result of their membership and actions on the CAC.
- 10.2. CAC members shall recuse themselves from discussion and voting on issues in which they might have a financial interest or benefit.



Contra Costa County

County Administrator's Office • 651 Pine Street • Martinez, CA 94553 • www.contracosta.ca.gov

NEWS RELEASE

July 31, 2020

Contact: Robert Sarmiento, (925) 674-7822

Department of Conservation & Development

Citizen Advisory Committee on Transportation Seeks New Representative

(Martinez, CA) – The Contra Costa County Board of Supervisors is seeking an individual to serve on the Contra Costa Transportation Authority (CCTA) Citizen Advisory Committee (CAC) as Public Representative on behalf of the County. The individual selected for this position must live in the unincorporated area of the County, be available to attend committee meetings on the 4th Wednesday of every month at 6:00 pm, normally held at the CCTA offices located at 2999 Oak Road, Suite 100, Walnut Creek, CA 94597, have the ability to review CAC agenda packets, and develop input on agenda items beforehand. Due to the COVID-19 pandemic, meetings presently occur via videoconference. The individual will serve a four-year term in a volunteer capacity and be eligible for reimbursement for travel expenses.

The CCTA Citizen Advisory Committee reviews transportation programs and plans throughout the County (<https://ccta.net/about-us/#what-we-do>), with the objective of advising and providing recommendations to the CCTA Board of Directors. This includes transportation projects and programs funded by the county half-cent transportation sales tax ("Measure J") (<https://ccta.net/2018/10/17/measure-j>), which CCTA oversees. CCTA maintains its standing CAC in order to provide citizen perspective, participation, and involvement in the Measure J-funded and voter-approved Transportation Expenditure Plan and Growth Management Program. The CAC members have an opportunity to learn about and influence transportation and growth issues within Contra Costa County and in other jurisdictions through scheduled presentations by transportation experts, advocates, and CCTA staff.

The deadline to apply is August 31, 2020. For more information on this position, please call (925) 674-7822. To apply, visit the Contra Costa County Boards and Commissions website at www.contracosta.ca.gov/6408, or download an application at www.contracosta.ca.gov/DocumentCenter/View/6433. Applicants can fax the completed form to the attention of Robert Sarmiento at (925) 674-7250.

###

Application Form

Profile

Patricia

First Name

M

Middle Initial

Bristow

Last Name

[Redacted] Home Address

Suite or Apt

Byron

City

CA

State

94514

Postal Code

[Redacted] Primary Phone

[Redacted] Email Address

Which supervisorial district do you live in?

District 3

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

University of SAn Francisco

Degree Type / Course of Study / Major

Masters

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Colorado State Univ.

Degree Type / Course of Study / Major

Bachelor of Science

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

Yes No

Board and Interest

Which Boards would you like to apply for?

Contra Costa County Transportation Authority Citizens Advisory Committee (BOS Appointee): Submitted

Seat Name

Representative of the unincorporated area of Contra Costa

Have you ever attended a meeting of the advisory board for which you are applying?

Yes No

If you have attended, how many meetings have you attended?

40

EXHIBIT C

Please explain why you would like to serve on this particular board, committee, or commission.

I've been on the board for the past 4 years and would like to continue my work.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

Yes No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

Yes No

List any volunteer or community experience, including any advisory boards on which you have served.

Transportation Authority CAC

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

My 4 years on the Transportation Authority CAC

[Upload a Resume](#)

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

Yes No

If Yes, please identify the nature of the relationship:

EXHIBIT C

Please Agree with the Following Statement

I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

I Agree

Application Form

Profile

Nazanin

First Name

Shakerin

Last Name

Middle Initial

[Redacted]

Home Address

Suite or Apt

Alamo

City

CA

State

94507

Postal Code

[Redacted]

Primary Phone

[Redacted]

Email Address

Which supervisorial district do you live in?

District 2

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

UC Berkeley

Degree Type / Course of Study / Major

Masters/Transportation Engineering

Degree Awarded?

Yes No

College/ University B

Name of College Attended

UC Berkeley

Degree Type / Course of Study / Major

Bachelors/Architecture

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other schools / training completed:

Course Studied

Many extension courses offered by ITS at UC Berkeley

Hours Completed

Over 100 hours

Certificate Awarded?

Yes No

Board and Interest

Which Boards would you like to apply for?

Contra Costa County Transportation Authority Citizens Advisory Committee (BOS Appointee): Submitted
Iron Horse Corridor Management Program Advisory Committee: Submitted
Contra Costa Transportation Authority - Bicycle and Pedestrian Adv. Committee (BOS Appointees):
Submitted
Regional Measure 3 Independent Oversight Committee: Submitted

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

Yes No

If you have attended, how many meetings have you attended?

EXHIBIT C

Please explain why you would like to serve on this particular board, committee, or commission.

My education and work experience is in the Transportation Engineering field and I believe I can contribute my expertise to the County commissions and committees which deal with various modes of transportation from planning, operation, construction, and oversight aspects.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

Yes No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

Yes No

List any volunteer or community experience, including any advisory boards on which you have served.

Have attended numerous conferences, seminars, city council, town hall and neighborhood meetings during the course of my career in Transportation.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have a Masters degree in Transportation Engineering and have worked for both public and private sectors in this field for 31 years. I am now retired and would like to be involved in the oversight and implementation of Transportation related measures by providing my expertise for the betterment of my community.

[Nazanin_Shakerin- Resume.pdf](#)

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

I Agree

Nazanin Shakerin

Objective: With 31 years of professional experience in the Transportation Engineering field, I would like to contribute my time and expertise to any County Commission which does work and/or oversight in transportation planning and operations.

Work Experience:

Town of Danville	1996-2015
Ensys Engineering	1994-1996
Korve Engineering	1992-1994
TJKM Transportation Consultants	1988-1992
DKS & Associates	1984-1988

- Monitored townwide traffic signal operations
- Implemented and managed Neighborhood Traffic Management Program (NTMP)
- Reviewed and approved traffic impact studies
- Designed and timed traffic signals
- Managed transportation related Capital Improvement Projects (CIP)
- Prepared work scope for traffic impact studies
- Reviewed site plans and circulation plans
- Reviewed and approved roadway signing and striping plans
- Reviewed and approved traffic control plans
- Coordinated project design and construction with other public agencies; Caltrans, MTC
- Responded to citizen inquiries

Education:

University of California, Berkeley	
- Bachelors of Arts in Architecture	May 1981
- Masters of Science in Transportation Engineering	May 1984
- Affiliations: Institute of Transportation Engineers	

Skills:

- Traffic signal design
- Traffic impact studies
- Report preparation
- Presentation to elected officials
- Conduct neighborhood meetings
- Perform field work and site assessment for projects