

MEETING DATE: March 16, 2009

AGENDA ITEM: Consideration of Appointments to the Landlord-Tenant Mediation Board

ATTACHMENTS

	<u>Pages</u>
1. Debi Lee Application	1-4
2. Justin Lescoulie Application	5-8
3. Colleen Lowry Application	9-15
4. Scott Nee Application	16-19
5. Delores (Dee) Seehusen Application	20-23
6. Nancy Smeets Application	24-27



CITY OF CULVER CITY

9770 CULVER BOULEVARD P.O. BOX 507, CULVER CITY, CA. 90232-0507

RECEIVED

2008 DEC 30 PM 1:56

APPLICATION AND BIOGRAPHICAL DATA FOR COMMISSION, BOARD OR ADVISORY COMMITTEE MEMBERSHIP (please type or print)

CITY CLERK
CITY OF CULVER CITY

The information contained on this form is for the use of the City Council in order to fill vacancies on City Commissions, Boards, Advisory Committees or Task Forces. However, all information on this form will become a public record and be available for public inspection or duplication as authorized by law.

Separate applications *must* be submitted for each body to which application is being made.

General Information

1. Identify the Commission, Advisory Committee or Task Force to which appointment is desired:

Landlord - Tenant mediation

2. If applying for a position on the Landlord/Tenant Mediation Board, indicate whether you are applying as a tenant representative (), landlord representative (X) or member at-large representative ().

Call the Housing Division at (310) 253-5780 if you have any questions regarding eligibility for Landlord/Tenant Mediation Board positions.

3. Name: Debi Lee Telephone (310) [REDACTED]
Address: [REDACTED] Zip 90291
Business: _____ Telephone () _____
Address: _____ Zip _____
E-mail address: [REDACTED]

Answer the following: (Use additional sheets if necessary)

4. Community Service

(List boards, commissions, committees and organizations on which you have served or currently serve; offices held and in what city.)

N/A

5. Employment

(Title and duties, current and past.)

Real Estate Broker - current. Now self employed. In the past -
Attorney - Estate planning - current. Harris + Maurice. El Segundo. *Remax.*

6. Education

(Include professional or vocational licenses and certificates.)

UCLA BA History
Juris Doctorate - University of WLA.

Personal

7. Are you a U.S. citizen? YES ☒ NO ☐
8. Are you registered to vote in Culver City? YES ☐ NO ☒
9. Have you ever been convicted, fined, imprisoned, or placed on probation for a felony or for a misdemeanor involving fraud? YES ☐ NO ☒
10. Have you ever worked for the City of Culver City? (If yes, list dates and names of departments.) YES ☐ NO ☒
11. Are you related to any current City employees or appointees of the City of Culver City? (If yes, indicate name and relationship.) YES ☐ NO ☒
12. Are you aware that financial disclosure may be required annually? (e.g. sources of income, loans and gifts, investments, interests in real property.) YES ☒ NO ☐
13. Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the body to which you seek appointment? (If yes, please indicate any potential conflicts.) YES ☐ NO ☒
14. Have there been, or are there now, any business circumstances which YES ☐ NO ☒

might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

15. How many meetings of the Commission, Board or Committee to which you are interested in being appointed have you attended in the last year? 0

16. How much time, on a monthly basis, do you anticipate spending on preparation for and attendance at meetings of the body to which you desire appointment? *I believe the landlord-tenant mediation board meets quarterly. Probably about 4 hrs during the month of the meeting.*

17. Why are you interested in appointment to a City Commission, Board, Committee or Task Force?

I have been a landlord for 19 years (a fair one I think) and I believe that both the landlord + tenant have rights.

18. What is there specifically in your background, training, education or interests which qualifies you as an appointee?

I have managed my own tenants for 19 years.

19. What do you see as the objectives and goals of the body to which you seek appointment?

To resolve problems fairly.

20. How would you recommend the objectives and goals of the body be changed or augmented?

I'm not yet familiar with all the goals of the body.

21. How would you help achieve the body's established objectives and goals?

Listen to both sides carefully and give a fair opinion.

22. What special qualities can you bring to the body to which you seek appointment?

Just landlord/owner experience, and a knowledge of the law.

REMINDER: All information on this application will become a public record and be available for public inspection or duplication as authorized by law.

I hereby certify that the foregoing information is correct to the best of my knowledge

Signature: _____

J. Lu

Date: _____

12/30/18

You are invited to attach additional pages, enclose a copy of your resume, or submit supplemental information which you feel may assist the City Council in its evaluation of your application.

Submit application(s) and attachments to:

City of Culver City
Attention: City Clerk
9770 Culver Boulevard
Culver City, CA 90232-0507

(310) 253-5851

OPTIONAL

In order to assist the City Council in seeking to balance appointments in terms of geographic location of residence and/or business, ethnicity, gender and age, the following information is desirable but not required for application submission or appointment.

If a City resident, for how long? grew up in C.C. If a City business owner/operator, for how long? 2000

Year of Birth 1959 Male _____ Female X Ethnicity Caucasian

S/98:jhe



CITY OF CULVER CITY

9770 CULVER BOULEVARD, CULVER CITY, CALIFORNIA 90232-0507

APPLICATION AND BIOGRAPHICAL DATA FOR COMMISSION, BOARD OR ADVISORY COMMITTEE MEMBERSHIP (please type or print)

The information contained on this form is for the use of the City Council in order to fill vacancies on City Commissions, Boards, Advisory Committees or Task Forces. However, all information on this form will become a public record and be available for public inspection or duplication as authorized by law.

Separate applications *must* be submitted for each body to which application is being made.

General Information

1. Identify the Commissions, Advisory Committee or Task Force to which appointment is desired:

The Culver City Landlord-tenant Mediation Board

2. If applying for a position on the Landlord/Tenant Mediation Board, indicate whether you are applying as a: Tenant Representative (☐) Landlord Representative (☒) or Member-at-Large Representative (☐)

Call the Housing Division at (310) 253-5780 if you have any questions regarding eligibility for Landlord/Tenant Mediation Board positions.

3. Name: Justin Lescaulier Phone (213) [REDACTED]
Address: [REDACTED] Zip 90232
Business: [REDACTED] Phone () Same as above
Address: [REDACTED] Zip 90018

Answer the following: (Use additional sheets if necessary)

4. Community Service (List boards, commissions, committees and organizations on which you have served or currently serve; offices held and in what city.)

Integration Team - Foundry Young Adults Group - Bel Air Presbyterian Church
Safety Committee - Southern California Gas Company - Creuslow Base
City Sound Singers - Public Service Choir

Culver City Employees take pride in effectively providing the highest levels of service to enrich the quality of life for the community by building on our tradition of more than seventy-five years of public service, by our present commitment, and by our dedication to meet the challenges of the future.

5. **Employment** (Title and duties, current and past.)

Current: Field Collector → work with gas company customers to resolve delinquent bill issues. Enforce company policy.
2004-present (Crenshaw District)
Meter Reader → To read meters in an accurate or productive manner.
2000-2004 (Hollywood)

6. **Education** (Include professional or vocational licenses and certificates.)

2008 Masters Degree in Public Administration - University of Southern California
2000 Paralegal Certificate - UCLA Extension
1998 Bachelor of Arts in History - University of Southern California

Personal

7. Are you a United States citizen? YES X NO
8. Are you registered to vote in Culver City? YES X NO
9. Have you ever been convicted, fined, imprisoned, or placed on probation for a felony or for a misdemeanor involving fraud? YES NO X
10. Have you ever worked for the City of Culver City? (If yes, list dates and names of departments) YES NO X
11. Are you related to any current City employees or appointees of the City of Culver City? (If yes, indicate name and relationship) YES NO X
12. Are you aware that financial disclosure may be required annually? (e.g. sources of income, loans and gifts, investments, interests in real property) YES X NO
13. Rules or law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the body to which you seek appointment? (If yes, please indicate any potential conflicts) YES NO X

6

14. Have there been, or are there now, any business circumstances which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed? YES _____ NO X
15. How many meetings of the Commission, Board or Committee to which you are interested in being appointed have you attended in the last year? 0
16. How much time, on a monthly basis, do you anticipate spending on preparation for and attendance at meetings of the body to which you desire appointment?

10 hours for planning and attendance.

17. Why are you interested in appointment to a City Commission, Board, Committee or Task Force?

I wish to learn more about the process of mediation and to apply my learnings toward actual disputes so that they can be resolved.

18. What is there specifically in your background, training, education or interests which qualifies you as an appointee?

I completed an alternative dispute resolution course while attending the University of Southern California.

I also completed the peace builders course while volunteering with Habitat for Humanity in Northern Ireland last summer.

19. What do you see as the objectives and goals of the body to which you seek appointment? I experience conflict every working day as a Field Collector for the Gas Co. - I know what it is to resolve a dispute.
To resolve disputes in a reasonable and peaceful manner.

To treat everyone involved fairly and with respect.

Consistent Attendance is also essential, To write an evaluation report annually.

- To educate all parties about the rights and responsibilities of Landlord/tenant relationships in Culver City
20. How would you recommend the objectives and goals of the body be changed or augmented?

I'm satisfied.

7

21. How would you help achieve the body's established objectives and goals?

I would draw upon my knowledge of dispute resolution from years of work experience with the Southern California Gas Company and I would also facilitate understanding and consensus building using the knowledge I have gained from academic, legal, and management experience.

22. What special qualities can you bring to the body to which you seek appointment?

I enjoy looking at all sides of an issue before making a decision. I want to be as fair as possible when making a determination, I speak Spanish.

REMINDER: All information on this application will become a public record and be available for public inspection or duplication as authorized by law.

I hereby certify that the foregoing information is correct to the best of my knowledge.

Signature: Just Acasoli Date: 1/12/09

You are invited to attach additional pages, enclose a copy of your resume, or submit supplemental information which you feel may assist the City Council in its evaluation of your application.

Submit application(s) and attachments to:

City of Culver City
Attention: City Clerk
9770 Culver Boulevard
Culver City, California 90232-0507
(310) 253-5851

OPTIONAL

In order to assist the City Council in seeking to balance appointments in terms of geographic location of residence and/or business, ethnicity, gender and age, the following information is desirable but not required for application submission or appointment.

If a City resident, for how long? _____ If a City business owner/operator, for how long? _____

Year of Birth _____ Male _____ Female _____ Ethnicity _____



CITY OF CULVER CITY

9770 CULVER BOULEVARD P.O. BOX 507, CULVER CITY, CA. 90232-0507

RECEIVED
2009 JAN 15 PM 4:17
CITY CLERK
CITY OF CULVER CITY

APPLICATION AND BIOGRAPHICAL DATA FOR COMMISSION, BOARD OR ADVISORY COMMITTEE MEMBERSHIP (please type or print)

The information contained on this form is for the use of the City Council in order to fill vacancies on City Commissions, Boards, Advisory Committees or Task Forces. However, all information on this form will become a public record and be available for public inspection or duplication as authorized by law.

Separate applications *must* be submitted for each body to which application is being made.

General Information

1. Identify the Commission, Advisory Committee or Task Force to which appointment is desired:

Landlord/Tenant Mediation Board

2. If applying for a position on the Landlord/Tenant Mediation Board, indicate whether you are applying as a tenant representative (), landlord representative (X) or member at-large representative ().

Call the Housing Division at (310) 253-5780 if you have any questions regarding eligibility for Landlord/Tenant Mediation Board positions.

3. Name: Colleen Lowry Telephone 310 [REDACTED]
Address: [REDACTED] Zip 90232
Business: [REDACTED] Telephone 310 [REDACTED]
Address: [REDACTED] Zip 90232
E-mail address: [REDACTED]

Answer the following: (Use additional sheets if necessary)

4. Community Service

(List boards, commissions, committees and organizations on which you have served or currently serve; offices held and in what city.)

None - but I have been assigned as
liaison between company departments @ Sony
to resolve issues
within corporate atmosphere

Culver City Employees take pride in effectively providing the highest levels of service to enrich the quality of life for the community by building on our tradition of more than seventy-five years of public service, by our present commitment, and by our dedication to meet the challenges of the future.

5. **Employment**

(Title and duties, current and past.)

See attached Resume

6. **Education**

(Include professional or vocational licenses and certificates.)

High School Diploma

Personal

7. Are you a U.S. citizen? YES X NO
8. Are you registered to vote in Culver City? YES X NO
9. Have you ever been convicted, fined, imprisoned, or placed on probation for a felony or for a misdemeanor involving fraud? YES NO X
10. Have you ever worked for the City of Culver City? (If yes, list dates and names of departments.) YES NO X
11. Are you related to any current City employees or appointees of the City of Culver City? (If yes, indicate name and relationship.) YES NO X
12. Are you aware that financial disclosure may be required annually? (e.g. sources of income, loans and gifts, investments, interests in real property.) YES X NO
13. Rules or law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the body to which you seek appointment? (If yes, please indicate any potential conflicts.) YES X NO
14. Have there been, or are there now, any business circumstances which YES NO X

might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

15. How many meetings of the Commission, Board or Committee to which you are interested in being appointed have you attended in the last year? 0 But I have attended several City Council meetings this year.
16. How much time, on a monthly basis, do you anticipate spending on preparation for and attendance at meetings of the body to which you desire appointment? I am available for whatever time I am needed. I am a single person who ^{works} lives in Culver City so it would always be convenient to serve.
17. Why are you interested in appointment to a City Commission, Board, Committee or Task Force? I am a Landlord in Culver City and I have an interest and knowledge of issues relating to this. Also, I would like to be active in CC government/conce
18. What is there specifically in your background, training, education or interests which qualifies you as an appointee? Not only do I successfully manage the rental of my own duplex but I also have managed my sister's property in Glendale for 15 yrs. I have seen a center as well and understand the concerns of both parties.
19. What do you see as the objectives and goals of the body to which you seek appointment? Resolution of disagreements and disputes between landlords and tenants in Culver City.
20. How would you recommend the objectives and goals of the body be changed or augmented? As I serve, I would be better able to assess that. I am a problem solver and negotiator by nature.
21. How would you help achieve the body's established objectives and goals? By listening well to both sides and acknowledging their viewpoints - full honesty at concerns.

22. What special qualities can you bring to the body to which you seek appointment? *I am very anchored in this Community having moved here 4 years ago for my career in the film business. My professionalism and communication skills are an asset to resolving issues and developing satisfactory compromises that*
REMINDER: All information on this application will become a public record and be available for public inspection or duplication as authorized by law. *success*

I hereby certify that the foregoing information is correct to the best of my knowledge

Signature: _____

Date: 1/15/09

You are invited to attach additional pages, enclose a copy of your resume, or submit supplemental information which you feel may assist the City Council in its evaluation of your application.

Submit application(s) and attachments to:

City of Culver City
Attention: City Clerk
9770 Culver Boulevard
Culver City, CA 90232-0507

(310) 253-5851

OPTIONAL

In order to assist the City Council in seeking to balance appointments in terms of geographic location of residence and/or business, ethnicity, gender and age, the following information is desirable but not required for application submission or appointment.

If a City resident, for how long? 4 yrs If a City business owner/operator, for how long? NA

Year of Birth 8/22/52 Male _____ Female X Ethnicity Caucasian

5/98:jhe

October 2004 - Present Sony Pictures Releasing - Finance

Senior Account Coordinator

- Supervision of 6 other staff members and review of their actions on weekly basis
- Audit & reporting of weekly Trial Balance and reconciliation of accounts
- Coordinating with Sales staff on ETS print releases, new theatre requests & delinquencies
- Preparation of Weekly Trial Balance Audit Report

April 1999 – October 2004 DreamWorks Feature Film Distribution

Head Cashier for Domestic Distribution – East Coast

- Audit & reconcile accounts receivables for entire Eastern Seaboard
- Collections on delinquent balances - referrals to Outside Agency
- Analyze accounts receivable reports & data for correction
- Interface with Sales staff to coordinate approval of new releases
- Cash & Billing processing for millions in theatrical film revenues
- Contribute & review system improvements to facilitate changes
- Account management for national, regional & independent film exhibitors
- Direct assistant cashiers on department needs
- Film Rental collections for Central and Western U.S. Territories

March 1998 – July 1999 PolyGram Film Distribution

Manager – Box Office/Accounts Receivables

- Created & maintained billing system to recover U.S. co-op revenues
- Oversaw box office clerks on input of weekly national film grosses
- Report & analyze monthly film receipts & co-op recovery rates
- Coordinate with IT staff for system design & improvements
- Monthly Operations presentation on Box Office Grosses & Co-op

January 1995 – March 1998 Sony Pictures Entertainment

Cash Analyst – U.S. Film Distribution

- Analyze & allocate film revenues to appropriate GL accounts
- Cash management & reconciliation of national film exhibitor accounts
- Audit bankruptcies to proportion revenue/loss on appropriate films
- Participation in new system development (Spirit)

February 1987 - January 1995 Sony Pictures Entertainment

Auditor – Marketing Co-op

- Field audits & progress reporting on contracted media agencies
- Profit & loss analysis of national print rates & discount recovery
- Account manager for all Canadian territories & Eastern U.S.
- Designated Dept. Coordinator to IT - creating new media planning system
- Audit & maintain trial balance for U.S. & Canada

SPAN

اسپین



Bridging U.S.-India Relations

January 15, 2008

RECEIVED
CIVIL SERVICE HOUSING
09 JAN 29 AM 10:52

TO WHOM IT MAY CONCERN

Colleen Lowry has acted as my property manager for the past two years, as I own rental property in California, but live far away.

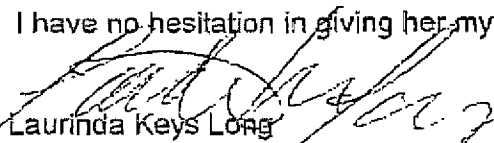
Ms. Lowry is thoroughly honest, efficient, trustworthy in her judgments and decision-making, and has given me good advice regarding needed improvements to my property for long-term value, while managing the expectations of my tenants.

Ms. Lowry has handled a major construction project on my behalf while mediating between the tenants and the contractor to keep tensions under control during a difficult time. She has made sure my yard is kept fire-safe and insurance compliant, assigned reliable workmen at very reasonable prices, gotten good bargains for me on beautiful installations and materials and she keeps me informed.

She is bright and knows how to find out information quickly and to solve problems.

Ms. Lowry is a person who exercises wisdom, keeps her word, is results-focused and determined to succeed, and also one of the most easy-to-get-along with people I know.

I have no hesitation in giving her my highest recommendation.


Laurinda Keys Long
Editor, SPAN magazine
U.S. Embassy
New Delhi, India

100 UNIVERSAL CITY PLAZA
BLDG 9128/2E
UNIVERSAL CITY, CA 91608
TEL 818 777 7373
FAX 818 866 4608

FOCUS
FEATURES

January 29, 2009

RECEIVED
UNIVERSAL CITY HOUSING
09 JAN 29 AM 10:53

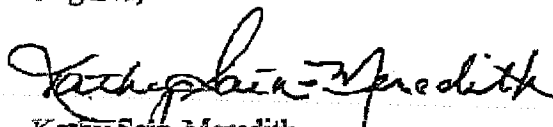
To Whom It May Concern:

Re: Colleen Lowry

I have known Colleen for almost 20 years both professionally and personally. She worked with me at Sony Pictures and Polygram Films (now Focus Features) and is one of the most conscientious and honest people I know. She has great dedication and loyalty to every endeavor she undertakes. Her organizational skills and ability to solve problems enables her to complete tasks timely and accurately. Colleen has wonderful "people" skills, capable of dealing with sensitive and confrontational issues in a fair and concise manner.

Personally, Colleen is a true friend to my husband, Ron and me and we feel thankful and lucky to have her in our lives.

Regards,



Kathy Sain-Meredith
VP Sales Administration and Operations
Focus Features
[Redacted]



CITY OF CULVER CITY

9770 CULVER BOULEVARD P.O. BOX 507, CULVER CITY, CA. 90232-0507

RECEIVED

2008 DEC 22 AM 11:00

CITY CLERK
CITY OF CULVER CITY

APPLICATION AND BIOGRAPHICAL DATA FOR COMMISSION, BOARD OR ADVISORY COMMITTEE MEMBERSHIP (please type or print)

The information contained on this form is for the use of the City Council in order to fill vacancies on City Commissions, Boards, Advisory Committees or Task Forces. However, all information on this form will become a public record and be available for public inspection or duplication as authorized by law.

Separate applications must be submitted for each body to which application is being made.

General Information

1. Identify the Commission, Advisory Committee or Task Force to which appointment is desired:

Landlord-Tenant mediation board

2. If applying for a position on the Landlord/Tenant Mediation Board, indicate whether you are applying as a tenant representative (☒) , landlord representative (☒) or member at-large representative (☒) .

Call the Housing Division at (310) 253-5780 if you have any questions regarding eligibility for Landlord/Tenant Mediation Board positions.

3. Name: SCOTT NEE Telephone (310) [REDACTED]

Address: [REDACTED] Zip 90230

Business: Real Estate broker Telephone (310) [REDACTED]

Address: (Same as above) Zip [REDACTED]

E-mail address: _____

Answer the following: (Use additional sheets if necessary)

4. Community Service

(List boards, commissions, committees and organizations on which you have served or currently serve; offices held and in what city.)

Culver City Employees take pride in effectively providing the highest levels of service to enrich the quality of life for the community by building on our tradition of more than seventy-five years of public service, by our present commitment, and by our dedication to meet the challenges of the future.

PRINTED ON RECYCLED PAPER

5. **Employment**

(Title and duties, current and past.)

Self employed

6. **Education**

(Include professional or vocational licenses and certificates.)

I went through university to study chemistry
and Real Estate schools for Real Estate broker training

Personal

7. Are you a U.S. citizen? YES ☒ NO ☐
8. Are you registered to vote in Culver City? YES ☒ NO ☐
9. Have you ever been convicted, fined, imprisoned, or placed on probation for a felony or for a misdemeanor involving fraud? YES ☐ NO ☒
10. Have you ever worked for the City of Culver City? (If yes, list dates and names of departments.) YES ☐ NO ☒
11. Are you related to any current City employees or appointees of the City of Culver City? (If yes, indicate name and relationship.) YES ☐ NO ☒
12. Are you aware that financial disclosure may be required annually? (e.g. sources of income, loans and gifts, investments, interests in real property.) YES ☐ NO ☒
13. Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the body to which you seek appointment? (If yes, please indicate any potential conflicts.) YES ☐ NO ☒
14. Have there been, or are there now, any business circumstances which YES ☐ NO ☒

might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

15. How many meetings of the Commission, Board or Committee to which you are interested in being appointed have you attended in the last year? NONE
16. How much time, on a monthly basis, do you anticipate spending on preparation for and attendance at meetings of the body to which you desire appointment?

4 hrs

17. Why are you interested in appointment to a City Commission, Board, Committee or Task Force?

Many people (landlord, tenant alike) need to know more about apartment business - renting

18. What is there specifically in your background, training, education or interests which qualifies you as an appointee?

Real Estate broker's experience

19. What do you see as the objectives and goals of the body to which you seek appointment?

To mediate

20. How would you recommend the objectives and goals of the body be changed or augmented?

Honesty to your own conscience is the best policy.

21. How would you help achieve the body's established objectives and goals?

participation

22. What special qualities can you bring to the body to which you seek appointment?

My experience & education background

REMINDER: All information on this application will become a public record and be available for public inspection or duplication as authorized by law.

I hereby certify that the foregoing information is correct to the best of my knowledge

Signature: Scott Nee Date: 12-20-2008

You are invited to attach additional pages, enclose a copy of your resume, or submit supplemental information which you feel may assist the City Council in its evaluation of your application.

Submit application(s) and attachments to:
City of Culver City
Attention: City Clerk
9770 Culver Boulevard
Culver City, CA 90232-0507
(310) 253-5851

OPTIONAL

In order to assist the City Council in seeking to balance appointments in terms of geographic location of residence and/or business, ethnicity, gender and age, the following information is desirable but not required for application submission or appointment.

If a City resident, for how long? 20 yrs If a City business owner/operator, for how long? 20 yrs
Year of Birth 1940 Male ☒ Female ☐ Ethnicity Oriental
S-93-the



CITY OF CULVER CITY

9770 CULVER BOULEVARD P.O. BOX 507, CULVER CITY, CA. 90232-0507

RECEIVED

2008 DEC -2 PM 5:22

APPLICATION AND BIOGRAPHICAL DATA FOR COMMISSION, BOARD OR ADVISORY COMMITTEE

MEMBERSHIP

(please type or print)

The information contained on this form is for the use of the City Council in order to fill vacancies on City Commissions, Boards, Advisory Committees or Task Forces. However, all information on this form will become a public record and be available for public inspection or duplication as authorized by law.

Separate applications *must* be submitted for each body to which application is being made.

General Information

1. Identify the Commission, Advisory Committee or Task Force to which appointment is desired:

Landlord - Tenant Mediation Board

2. If applying for a position on the Landlord/Tenant Mediation Board, indicate whether you are applying as a tenant representative (), landlord representative (X) or member at-large representative ().

Call the Housing Division at (310) 253-5780 if you have any questions regarding eligibility for Landlord/Tenant Mediation Board positions.

3. Name: MRS. DELORES (DEE) SEEHUSEN Telephone (310) [REDACTED]

Address: [REDACTED] D. CULVER CITY Zip 90230

Business: Retired Telephone ()

Address: Zip

E-Mail address [REDACTED]

Answer the following: (Use additional sheets if necessary)

4. Community Service

(List boards, commissions, committees and organizations on which you have served or currently serve; offices held and in what city.)

In the distant past:
Secretary for Parent/Teacher Forum at sons private school
Room mother at the school. also mother for C.C. Cub Scout troop 19
Red Cross - Teacher for Expectant Parents
Various other volunteer positions without recognition.

Culver City Employees take pride in effectively providing the highest levels of service to enrich the quality of life for the community by building on our tradition of more than seventy-five years of public service, by our present commitment, and by our dedication to meet the challenges of the future.

5. **Employment** (Title and duties, current and past.)
1. 1971 to present - Landlord of several properties - one in Culver City.
 2. 1980 → 1991 - Owner, operator, president of my Corporation, Employed 15 full time and part-time employees. Diffy Tan, Inc.
 3. 1970 → 1976 - Registered Nurse at Brothman Hosp. in Culver City.
 4. 1956 → 1960 - Executive secretary to Vice president at Paper Mate, Culver City.
 5. 1953 → 1956 - Comptometer Operator in Accounting office at Paper Mate.
 6. 1953 - moved from Iowa to Calif. (husband was in Korea - war). I was a receptionist, switchboard operator, and comptometer operator and PBX operator.
6. **Education** (Include professional or vocational licenses and certificates.)
- Highschool graduate 1948
- Some law courses at Southwestern Univ.
- Graduated with honors from College as a Registered Nurse - 1971
- I keep my Registered Nurse License current → 5/31/2010

Personal

7. Are you a U.S. citizen? YES ☒ NO ☐
8. Are you registered to vote in Culver City? YES ☒ NO ☐
9. Have you ever been convicted, fined, imprisoned, or placed on probation for a felony or for a misdemeanor involving fraud? YES ☐ NO ☒
10. Have you ever worked for the City of Culver City? (If yes, list dates and names of departments.) YES ☐ NO ☒
11. Are you related to any current City employees or appointees of the City of Culver City? (If yes, indicate name and relationship.) YES ☐ NO ☒
12. Are you aware that financial disclosure may be required annually? (e.g. sources of income, loans and gifts, investments, interests in real property.) YES ☒ NO ☐
13. Rules or law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the body to which you seek appointment? (If yes, please indicate any potential conflicts.) YES ☐ NO ☒
14. Have there been, or are there now, any business circumstances which YES ☐ NO ☒

might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

15. How many meetings of the Commission, Board or Committee to which you are interested in being appointed have you attended in the last year? *It is my understanding that no one can attend these meetings unless they are on the Board.*
16. How much time, on a monthly basis, do you anticipate spending on preparation for and attendance at meetings of the body to which you desire appointment?

However many hours it may take to accomplish what is needed. I am retired so I have ample time.

17. Why are you interested in appointment to a City Commission, Board, Committee or Task Force?

I am interested in serving my City in any capacity that I might be qualified. I have lived in Culver City for almost 56 yrs and now have time to contribute.

18. What is there specifically in your background, training, education or interests which qualifies you as an appointee?

My life Experience of interacting with many, many varied groups of individuals - as a receptionist, a nurse, a business owner dealing with hundreds of people, an employer, and a landlord / tenant (until 1962). (1962 - present)

19. What do you see as the objectives and goals of the body to which you seek appointment?

The objectives and goals of the Tenant - Landlord Mediation Board hopefully would end with a fair and satisfactory agreement between Tenant and Landlord. I understand that I will be undergoing 30 hours of instruction if chosen.

20. How would you recommend the objectives and goals of the body be changed or augmented?

I would have to become familiar with the workings of the Board before I could make recommendations.

21. How would you help achieve the body's established objectives and goals? *By listening to both sides and following the guidelines and rules as set forth in the Culver City instructional program.*

22. What special qualities can you bring to the body to which you seek appointment?

Honesty, fairness, kindness, intelligence, patience, good listener, good judgment, a lot of life experiences dealing with people, and common sense.

REMINDER: All information on this application will become a public record and be available for public inspection or duplication as authorized by law.

I hereby certify that the foregoing information is correct to the best of my knowledge

Signature: Melores E. Seehusen Date: _____

You are invited to attach additional pages, enclose a copy of your resume, or submit supplemental information which you feel may assist the City Council in its evaluation of your application.

Submit application(s) and attachments to: City of Culver City
Attention: City Clerk
9770 Culver Boulevard
Culver City, CA 90232-0507
(310) 253-5851

OPTIONAL

In order to assist the City Council in seeking to balance appointments in terms of geographic location of residence and/or business, ethnicity, gender and age, the following information is desirable but not required for application submission or appointment.

If a City resident, for how long? 56 years If a City business owner/operator, for how long? _____

Year of Birth _____ Male _____ Female X Ethnicity Caucasian

5/98:jhe



CITY OF CULVER CITY

9770 CULVER BOULEVARD P.O. BOX 507, CULVER CITY, CA. 90232-0507

RECEIVED

2009 JAN -6 PM 1:17

CITY CLERK
CITY OF CULVER CITY

APPLICATION AND BIOGRAPHICAL DATA FOR COMMISSION, BOARD OR ADVISORY COMMITTEE MEMBERSHIP (please type or print)

The information contained on this form is for the use of the City Council in order to fill vacancies on City Commissions, Boards, Advisory Committees or Task Forces. However, all information on this form will become a public record and be available for public inspection or duplication as authorized by law.

Separate applications must be submitted for each body to which application is being made.

General Information

1. Identify the Commission, Advisory Committee or Task Force in which appointment is desired:

LANDLORD ALTERNATE

2. If applying for a position on the Landlord/Tenant Mediation Board, indicate whether you are applying as a tenant representative (), landlord representative (☒) or member at-large representative ().

Call the Housing Division at (310) 253-5780 if you have any questions regarding eligibility for Landlord/Tenant Mediation Board positions.

3. Name: Nancy Smeets Telephone (213) [REDACTED]
Address: [REDACTED] WV CA zip 91361
Business: [REDACTED] Telephone () " " "
Address: [REDACTED] Culver City zip 90230
E-mail address: [REDACTED]

Answer the following: (Use additional sheets if necessary)

4. Community Service

(List boards, commissions, committees and organizations on which you have served or currently serve; offices held and in what city.)

Community Theatre For Dana Point, CALIF
Committee AND ORGANIZATION BOARD

Culver City Employees take pride in effectively providing the highest levels of service to enrich the quality of life for the community by building on our tradition of more than seventy-five years of public service, by our present commitment, and by our dedication to meet the challenges of the future.

FOOTNOTES (IF ANY)

5. Employment

(Title and duties, current and past.)

CURRENTLY owner AND property manager of Culver Vista Apts. Employment HAS included owning my own business, NIS TRAINING, AND teaching AND tutoring.

6. Education

(Include professional or vocational licenses and certificates.)

BA FROM UCI IN Southern California IN English, Lit
~~AS~~ AS WELL AS A Teaching Certificate IN BSL FROM
UCLA AND UCI Respectively.

Personal

7. Are you a U.S. citizen?

YES ☒ NO ☐

8. Are you registered to vote in Culver City?

YES ☒ NO ☐

9. Have you ever been convicted, fined, imprisoned, or placed on probation for a felony or for a misdemeanor involving fraud?

YES ☐ NO ☒

10. Have you ever worked for the City of Culver City? (If yes, list dates and names of departments.)

YES ☐ NO ☒

11. Are you related to any current City employees or appointees of the City of Culver City? (If yes, indicate name and relationship.)

YES ☐ NO ☒

12. Are you aware that financial disclosure may be required annually? (e.g. sources of income, loans and gifts, investments, interests in real property.)

YES ☒ NO ☐

13. Rules or law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the body to which you seek appointment? (If yes, please indicate any potential conflicts.)

YES ☒ NO ☐

14. Have there been, or are there now, any business circumstances which

YES ☐ NO ☒

might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

NO

15. How many meetings of the Commission, Board or Committee to which you are interested in being appointed have you attended in the last year? NONE

16. How much time, on a monthly basis, do you anticipate spending on preparation for and attendance at meetings of the body to which you desire appointment?

AS MANY AS ARE REQUIRED OF THIS POSITION.

17. Why are you interested in appointment to a City Commission, Board, Committee or Task Force?

I want to be a Bigger part of the community in which I work.

18. What is there specifically in your background, training, education or interests which qualifies you as an appointee?

Being a teacher, TRAINER, tutor AND manager has given me many useful & practical people skills, especially listening to my students.

19. What do you see as the objectives and goals of the body to which you seek appointment?

Provide mandatory good faith mediation of Residential rental disputes - Keeping the peace.

20. How would you recommend the objectives and goals of the body be changed or augmented?

I do not have enough information at this time to provide an adequate answer about the body. After I serve on the board, I will be able to provide feedback.

21. How would you help achieve the body's established objectives and goals?

By my experience and overall fairness in any given situation. Being able to see both sides in a conflict. Staying calm and un-emotional.

22. What special qualities can you bring to the body to which you seek appointment?

The view and experience of a Landlord and apt building owner, as well as the background of someone who works very hard to make a living.

REMINDER: All information on this application will become a public record and be available for public inspection or duplication as authorized by law.

I hereby certify that the foregoing information is correct to the best of my knowledge

Signature: [Signature] Date: 12/28/08

You are invited to attach additional pages, enclose a copy of your resume, or submit supplemental information which you feel may assist the City Council in its evaluation of your application.

Submit application(s) and attachments to: City of Culver City
Attention: City Clerk
9770 Culver Boulevard
Culver City, CA 90232-0507
(310) 253-5851

OPTIONAL

In order to assist the City Council in seeking to balance appointments in terms of geographic location of residence and/or business, ethnicity, gender and age, the following information is desirable but not required for application submission or appointment.

If a City resident, for how long? _____ If a City business owner/operator, for how long? _____

Year of Birth _____ Male _____ Female _____ Ethnicity _____

5/43:jhe