

# CITY OF MILPITAS COMMISSION APPLICATION

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(Type or Print Clearly)

PLEASE ANSWER ALL QUESTIONS COMPLETELY

City Clerk's Office

Also: CAC  
Parks, Recreation, & Cultural Resources

COMMISSION APPLYING FOR

If applying for **Senior Advisory Commission**, are you a Member of the Milpitas Senior Center? YES / NO

MAY 4 2009

RECEIVED

Name: Stephanie First Fong Middle Last

Address: 1057 Number RANKIN Drive Street Apt. #

[Redacted] Home Telephone [Redacted] e-mail Address

Are you a United States Citizen? X

How long have you lived in Milpitas? 24 years

Present Employer City of SAN JOSE - office of councilmember kansen chin Business Telephone 408-535-4937

Address 200 E. SANTA CLARA ST., SAN JOSE, CA 95113 Occupation POLICY ANALYST

Education: If applying for **Youth Advisory Commission**, please indicate grade/school: \_\_\_\_\_

College, Professional, Vocational, or other schools attended	Major Subject	Date	Degree
U.C. DAVIS	Sociology and Asian American studies	JUNE 2006	B.A.
SAN JOSE STATE UNIVERSITY	PUBLIC ADMINISTRATION	MAY 2008	M.P.A

List the community organizations to which you belong or have belonged (additional information may be attached):

Date	Name of Organization	Officer / Member
2007 - present	Bay Area Asian Pacific American Legislative Staffers (BAAPALS)	Member

Briefly describe the personal qualifications you possess which you feel would be an asset (additional information may be attached):

I would like to bring my experience working in various levels of government to the city of Milpitas. In my current position with the city of San Jose, I work closely with and am familiar with the structure and roles of the department of Parks and Recreation. I feel that I would be able to bring fresh ideas and a fresh voice to the commission.

I have sufficient time to devote to this responsibility and will attend the required meetings if I am appointed to fill a future vacancy. I hereby certify that all statements contained in this application are true.

Stephanie Fong  
Signature

4/27/09  
Date

Appointments to Commissions / Committees are made by the Mayor with the concurrence of the City Council. Applications not acted upon will expire after two years from the date submitted unless renewed by the applicant.

**NOTE: ALL COMMUNITY SERVICE APPLICATIONS ARE PUBLIC RECORD**  
Mail directly to: City Clerk, 455 E. Calaveras Blvd., Milpitas, CA 95035

**STEPHANIE FONG**

1057 Rankin Drive, Milpitas, CA 95035 ♦ Telephone (408) 515-0285 ♦ E-mail: sgmfong@ucdavis.edu

**EDUCATION**

**San Jose State University**

Master's in Public Administration, Spring 2009 Candidate

**University of California, Davis**

Bachelor of Arts in Sociology and Asian American Studies, June 2006

**RELEVANT EXPERIENCE**

**Policy Analyst**, Office of Councilmember Kansen Chu, San Jose, California

(July 2007 – Present)

- Serves as a liaison between the District 4 community and the Councilmember by maintaining an awareness and involvement in district affairs and issues.
- Assists in research and legislative analysis on issues pending before City Council and as assigned.
- Prepares memorandums, press releases, media advisories, and other communications for the Councilmember.
- Answers inquiries, resolves complains, and interprets operating policies for residents of the community and other interested parties.
- Coordinates community meetings, informational forums, and events for District 4 residents.
- Supervise high school and college interns, manages their workload, and provides constructive feedback.
- Completed the Council Assistants Certification training in September 2007.

**Council Aide**, Office of Councilmember Forrest Williams, San Jose, California

(October 2006- June 2007)

- Assisted with numerous District 2 projects, including responding to constituent concerns, writing the Santa Teresa Times monthly article, managing neighborhood clean-ups, and coordinating Council District 2's first indoor pet fair.
- Managed the District 2 Office website.

**Legislative Intern**, Office of Assemblymember Carol Liu, Sacramento, California

(July 2006- August 2006)

- Analyzed Assembly and Senate Bills and responded to constituent correspondence.

**Legislative Intern**, Governor's Office of Constituent Affairs, Sacramento, California

(September 2005- December 2005)

- Assisted with constituent concerns and drafted correspondences.

**SKILLS**

Computer: Proficient in applications of Microsoft Office Suite (Word, Excel, PowerPoint, and Publisher) Adobe Applications (PageMaker and Photoshop), and Dreamweaver.

Languages: Chinese (Cantonese)

**HONORS**

- College of Letters and Science Dean's Honor List, UC Davis - Spring 2003, Winter 2005, and Winter & Spring 2006.
- Governor's Scholar's Award 2002.

References provided upon request

# CITY OF MILPITAS COMMISSION/COMMITTEE APPLICATION

City Clerk's Office

PROVIDE COMPLETE INFORMATION (in black ink)

APR 27 2009

Emergency Preparedness Comm.

COMMISSION APPLYING FOR

Senior Advisory Commission applicants  
only: are you a member of Milpitas Senior  
Center? YES / NO

RECEIVED

Name: FRANK First J. Middle De SMIDT Last

Address: P.O. Box Number 360342 Street Milpitas CA Apt. # 95036

Telephone Number(s) \_\_\_\_\_ e-mail address \_\_\_\_\_

Present Employer L.P.S. Enterprises, Inc. Business Telephone 408-263-3474

Address P.O. Box 360342, Milpitas 95036 Occupation President

Education: If Youth Advisory Commission applicant, indicate your grade/school: \_\_\_\_\_

College, Professional, Vocational, or other schools attended	Major Subject	Date	Degree
<u>Oakland City College</u>	<u>Engineering Accounting</u>	<u>1961-65</u>	

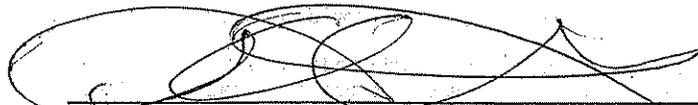
List community organizations to which you belong or have belonged (additional information may be attached):

Date	Name of Organization	Officer / Member
<u>1977</u>	<u>Milpitas Chamber of Comm.</u>	<u>Govt Aff. / Past President</u>
<u>1985</u>	<u>Milpitas Rotary Club</u>	<u>Past President</u>
<u>2003-09</u>	<u>Milpitas Economic Development Comm.</u>	<u>Vice Chair</u>
<u>2007-09</u>	<u>Milpitas Parking Task Force</u>	<u>Vice Chair</u>
<u>2003-04</u>	<u>Milpitas Sign Ordinance Committee</u>	

Briefly describe the personal qualifications you possess which you believe would be an asset (additional information may be attached):

Past Owner, operator of two Milpitas Straw Hat Pizza Restaurants 1970-1995  
Past Owner, operator of KPEN-97.7 FM 1978-82  
HAVE worked with Cal Chamber on legislation affecting businesses since 1980

I have sufficient time to devote to this responsibility and will attend the required meetings if I am appointed to fill a future vacancy. I hereby certify that all statements contained in this application are true.

  
 \_\_\_\_\_  
 Signature

4-27-09  
 \_\_\_\_\_  
 Date

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