



# The City of South San Francisco

Office of the City Clerk  
400 Grand Avenue  
South San Francisco, CA 94080  
(650) 877-8518 (fax) (650) 829-6641

## Application for Boards and Commissions

### APPLYING FOR *(more than one may be checked)*

|   |   |   |   |
|---|---|---|---|
| <input checked="" type="checkbox"/> Bicycle and Pedestrian Advisory Committee | <input type="checkbox"/> Colma Creek Flood Zone Advisory Committee* | <input type="checkbox"/> Conference Center Authority Business Representative    | <input type="checkbox"/> Conference Center Authority Community Representative |
| <input type="checkbox"/> Conference Center Authority Hotel Representative     | <input type="checkbox"/> Cultural Arts Commission                   | <input type="checkbox"/> Housing Authority                                      | <input type="checkbox"/> Housing Authority Tenant Commission                  |
| <input type="checkbox"/> Library Board  | <input type="checkbox"/> Measure W Citizens' Oversight Committee    | <input type="checkbox"/> Parking Place Commission                               | <input type="checkbox"/> Parks & Recreation Commission                        |
| <input type="checkbox"/> Personnel Board                                      | <input type="checkbox"/> Planning Commission                        | <input type="checkbox"/> San Mateo County Mosquito And Vector Control District* | <input type="checkbox"/> SSF General Plan 2040 Community Advisory Committee   |
| <input type="checkbox"/> Traffic Safety Commission                            | <input type="checkbox"/> Youth Commission                           |   |   |

\*County Boards and Commissions

Are you interested in participating in the Citizen's Academy? Yes ☒ No ☐

### PERSONAL INFORMATION

Martin, Patrick, Eugene

Name (last, first, middle)

South San Francisco, CA 94080

Address (number, street, and apartment number)

City, State and Zip Code

Telephone number

Cell phone/alternative contact number

E-mail address

If you selected more than one Board/Commission/Committee of interest, please rank your preferences here, starting with your first choice.

How many years have you been a resident of South San Francisco? 8

Have you attended any meetings of the commission/board for which you are applying? Yes ☐ No ☐

If yes, which one(s)? N/A. Apply for a committee not a commission or board.

### BPAC

Are you a resident of South San Francisco? Yes ☒ No ☐

If no, are you employed in South San Francisco? Yes ☐ No ☐

Number of hours employed in South San Francisco:       

### Housing Authority Tenant Commission

Are you a resident of the Housing Authority? Yes ☐ No ☐

### Youth Commission – (Ages 14 to 22)

If not a resident of South San Francisco, are you a student of SSFUSD? Yes ☐ No ☐

Current school:       

### Conference Center Authority Hotel Representative

Which hotel within the City of South San Francisco are you representing?

**South San Francisco General Plan 2040 Community Advisory Committee**

What is your District of Residency? \_\_\_\_\_

Click [here](#) to locate your District.

Why do you want to be a member of a Board/Commission/Committee? What do you feel you could contribute? I would like to participate in civil engagement activities giving back to the community that has served as my home for the past eight years.

What qualifies you for this appointment? I'm an avid runner and cyclist, as well as active participant in sustainable and transit oriented growth on the Peninsula.

What is your vision for growth in South San Francisco? Sustainable and transit-oriented growth focused on residential and commercial development that encourages the use of public transportation and active community engagement of citizens.

Are you currently receiving any form of compensation from the City for work performed? Yes ☐ No ☒

If yes, please explain: N/A.

Do you have any relatives serving on Council, Commissions, Boards, and Committees or otherwise employed by the City of South San

Francisco? Yes ☐ No ☒ If yes, N/A.

Name

Position

Relationship

**EDUCATION - Please include additional information on separate sheet.**

California Polytechnic State University of San Luis Obispo B.Sc. Construction Management

Name and location of college/university/technical or trade school

Degrees received

San Luis Obispo, CA 93401, USA

EBS University of Business and Law M.Sc. Real Estate Management

Name and location of college/university/technical or trade school

Degrees received

Wiesbaden, WI 65197, Germany

**What community activities are you presently involved in, or have been in the past?**

I have been focused on my professional development since graduating from university and have now reached a point where I am looking to dedicate some of my time to improve the community that I live in.

**MISCELLANEOUS - Please include additional information on separate sheet or attach resume.**

Military Service: Dates and branch

**WORK EXPERIENCE - Please include additional information on separate sheet or attach resume.**

4/8/2018 - Present W.L. Butler Construction Senior Project Engineer

Dates employed

Employer

Position

Project management and coordination of \$15-100m commercial and residential construction projects.

Duties

7/31/2017 - 3/30/2018 California Capital and Investment Group Project Coordinator

Dates employed

Employer

Position

Financial modeling, project budgeting and accounting, entitlements of \$10-250m development projects.

Duties

I certify that, to the best of my knowledge, all statements in this application are complete and true. I agree and understand that any misstatement of material fact will cause me to forfeit all rights to appointment to a Commission, Board, or Committee with the City of South San Francisco.



Signature

7/27/22

Date

The interest of the City is served best by actual and regular participation by Board and Commission members. Thus, upon the second absence from a regular meeting within any rolling twelve-month period, a member shall receive a written communication from the Mayor requesting that the member respond to the Mayor with an explanation for said absences within one week of the member's receipt of the written communication. The Mayor shall report to the City Council the reasons provided for the member's absences. If the City Council determines that the absences occurred for legitimate reasons, the City Council may excuse both or one of the absences. Members are also encouraged to give advanced notice of their absence from meetings.

Applications are accepted on a continuous basis and will remain valid 1 year from the date of submission. If you are selected to serve on a Board or Commission, you may be required to file an Annual Statement of Economic Interest (FPPC Form 700) and bi-annual Ethics Training (AB1234).

**PRINT AND MAIL TO:**  
CITY OF SOUTH SAN FRANCISCO  
Office of the City Clerk  
400 Grand Avenue, South San Francisco, CA 94080  
For more information, call (650) 877-8518

|                       |            |              |             |              |
|-----------------------|------------|--------------|-------------|--------------|
| For official use only | Accepted X | Not Accepted | Initials JM | Date 7/27/22 |
|-----------------------|------------|--------------|-------------|--------------|

# PATRICK MARTIN

## RESUME

### EXPERIENCES

Dec. 2021 – Present  
Redwood City, CA

#### Senior Project Engineer – W.L. Butler Construction

- Assists Sr. Project Manager with managing budget, cost estimates, pay apps., and change orders.
- Assists Sr. Project Manager with subcontractor selection, scope writing, and contract negotiations.
- Oversees Project Engineer management of RFI's and submittals.
- Participates in value engineering to help modify the design to reduce cost.
- Collaborates with Project Consultants (Arch, Structural, Civil, MEP, etc.).
- Implements project communication plans for meetings and written reports/meeting minutes to keep clients and project stakeholders informed.

Apr. 2018 – Dec. 2021  
Redwood City, CA

#### Project Engineer – W.L. Butler Construction

- Reviewed and processed all project construction documents and drawings to achieve familiarity with the owner and architect intentions and requirements.
- Managed all project RFI's, submittals, and drawings.
- Coordinated with project consultants (Arch, Structural, Civil, MEP, etc.).
- Provided daily onsite support for project superintendents.
- Scheduled and coordinated with inspectors and city officials.
- Prepared meeting minutes and attended weekly OAC and construction meetings.
- Managed project punch-lists.

Aug. 2017 – Mar. 2018  
Oakland, CA

#### Project Coordinator – California Capital & Investment Group

- Managed financial models and budgets for planned and ongoing projects.
- Coordinated and processed project consultant and contractor agreements.
- Created project reports including monthly progress updates, executive summaries, and meeting minutes.
- Maintained digital and physical archives of project documents.

Jul. 2012 – Jul. 2015  
San Francisco, CA

#### Project Administrator – ARG Conservation Services

- Managed project documentation, start-up through close-out.
- Constructed and negotiated prime- and sub- contract agreements.
- Managed change orders and insurance certificates documentation.
- Qualified subcontractors and ensured compliance.
- Performed progress billing and various financial and budgetary analysis.
- Member of the safety committee that developed company safety program; organized and documented meetings, trainings, and events.

### EDUCATION

Aug. 2015 – May 2018  
Wiesbaden, Germany

#### Master of Science, Real Estate – EBS University of Business and Law

Sept. 2008 – Jun. 2012  
San Luis Obispo, CA

#### Bachelor of Science, Construction Management – Cal Poly San Luis Obispo

### LICENSES & CERTS

2022 – 2024  
2021 – 2025  
2011 – Present

**LEED AP BD+C** (GBCI#: 10701559)  
**California Real Estate Brokers License** (Lic#: 01857531)  
**OSHA 30**

### COMPUTER SKILLS

AutoCAD ●●●●  
ARGUS ●●●●  
Bluebeam ●●●●  
Microsoft Project ●●●●  
Microsoft Excel ●●●●

Microsoft PowerPoint ●●●●  
Microsoft Word ●●●●  
Procore ●●●●  
Revit & Navisworks ●●●●  
Sage 100 Contractor ●●●●

### LANGUAGE SKILLS

English ●●●●  
German ●●●●  
Spanish ●●●●