



Think Inside the Triangle™

## NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special meeting of the **Tracy City Council** is hereby called for:

**Date/Time:** **Tuesday, May 21, 2024, 5:30 p.m.**  
(or as soon thereafter as possible)

**Location:** **Tracy City Hall**  
**333 Civic Center Plaza, Tracy, CA.**

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Tracy City Council on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

***This meeting will be open to the public for in-person and remote participation pursuant to Government Code Section 54953(e)***

### **For Remote Public Comment:**

*During the Items from the Audience, public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:*

- *Comments via:*
  - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number: 2556 195 3806** and **Event Password: TracyCC**
  - ***If you would like to participate in the public comment anonymously***, you may submit your comment via phone or in WebEx by typing “Anonymous” when prompted to provide a First and Last Name and inserting [Anonymous@example.com](mailto:Anonymous@example.com) when prompted to provide an email address.
  - Join by phone by dialing +1-408-418-9388, enter 25561953806#8722922# Press \*3 to raise the hand icon to speak on an item.
  
- *Protocols for commenting via WebEx:*
  - *If you wish to comment under “Items from the Audience/Public Comment” portion of the agenda:*
    - *Listen for the Mayor to open “Items from the Audience/Public Comment”, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*
    - *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*
  - *Comments for the “Items from the Audience/Public Comment” will be accepted until the public comment period is closed.*

1. Call to Order
2. Actions, by Motion, of City Council pursuant to AB 2449, if any
3. Roll Call and Declaration of Conflicts
4. Items from the audience - *In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution No. 2019-240, and last amended by Resolution No. 2021-049, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, Council Members may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to Council.*
5. DISCUSSION ITEMS
  - 5.A. By motion, (1) Establish interview protocols to fill one vacancy on the City of Tracy Measure V Committee; (2) Conduct interviews of three applicants for one vacancy; and (3) Upon conclusion of the interviews, appoint an applicant to fill one vacancy and establish an eligibility list, if appropriate.
6. Council Items and Comments
7. Adjournment

**Posting Date: May 16, 2024**

The City of Tracy is in compliance with the Americans with Disabilities Act and will make all reasonable accommodations for the disabled to participate in employment, programs and facilities. Persons requiring assistance or auxiliary aids in order to participate, should contact the City Manager's Office at (209) 831-6000 at least 24 hours prior to the meeting.

Agenda Item 5.A

RECOMMENDATION

**By motion, (1) Establish interview protocols to fill one vacancy on the City of Tracy Measure V Committee; (2) Conduct interviews of three applicants for one vacancy; and (3) Upon conclusion of the interviews, appoint an applicant to fill one vacancy and establish an eligibility list, if appropriate.**

EXECUTIVE SUMMARY

On March 19, 2024, the City Council amended the *Council Policy Establishing a Selection Process for Appointments to City Advisory Bodies* (see Attachment A) through Resolution 2024-042 (Appointment Policy). Section D of the Appointment Policy defines the selection process, which requires the full City Council, in open session at a regular or special meeting, review applications, interview applicants and make informal recommendations of specific candidates for the Mayor to consider as proposed appointees. One vacancy existed, as of March 1, 2023, on the City of Tracy's (City) Measure V Committee. The recruitment to fill the vacant position was open June 27, 2023 through July 21, 2023 and no applications were received. The recruitment to fill this vacancy opened again in January 2024, and closed on February 16, 2024, and three applications were received.

The Appointment Policy does not outline a specific manner in how the Council body should conduct the interviews for each advisory body. Through this item, the City Council will discuss and agree upon interview protocols and then will proceed with the interview process itself.

BACKGROUND AND LEGISLATIVE HISTORY

The City Council's current selection process for appointment to Council boards, commissions, or committees is set forth in the Appointment Policy approved through Resolution 2024-042. The selection process is initiated through the preparation of the appointment list by the City Clerk on or before December 31 of each year. The list contains the list of appointees and terms for each board, commission and committee whose members serve at the pleasure of the City Council. When a vacancy occurs, a special notice is posted within twenty (20) days of the vacancy. Specific terms apply to vacancies with less than six months remaining and when filled by an emergency appointment. The Appointment Policy also restricts appointment of an individual already serving on a City of Tracy board, committee, or commission from serving on an additional City of Tracy board, committee, or commission concurrently. In addition, individuals selected to a City of Tracy board, committee, or commission must meet residency requirements contained in the policy.

In January, 2024, the City Clerk opened a recruitment to fill one vacancy on the Measure V Committee, due to term expirations occurring on March 1, 2023, and three applications were received.

## ANALYSIS

### A. Determining Interview Protocols

On April 16, 2024, the City Council established interview protocols, listed below, and conducted interviews to successfully fill two vacancies on the Planning Commission. The City Council may elect to implement the same protocols used to fill the vacancies on the Planning Commission. Then, the City Council will need to determine which interview questions to ask the applicants. The City Council may select interview questions that were used as a part of the previous appointment policy (in which a subcommittee of the City Council conducted interviews of the applicants). The list of questions is attached as Attachment B, and staff recommends that the City Council use the same list as the questions still remain relevant.

As for time allocation, the City Council is advised to consider that the entire process, including the interviewing of three applicants and appointing of one candidate, is anticipated to be completed within the scheduled meeting time of 90 minutes. Based on this, below is a suggested process:

- 1) Agree that each Councilmember ask one question for a total of 5 questions
- 2) Determine the five interview questions to ask the applicants
- 3) Allow each applicant two minutes to respond to each question (total of 10 minutes per applicant)
- 4) Interview applicants in alphabetical order, by last name
- 5) Allocate upto 5 minutes for each Councilmember for follow-up questions
- 6) Allocate up to 30 minutes for the total City Council discussion

Following discussion, each Councilmember will make an informal recommendation of specific candidates for the Mayor to consider as proposed appointees for appointment to the Measure V Committee. Upon receiving the recommendations of all Councilmembers, the Mayor will propose one appointee to the Measure V Committee, which shall be approved or disapproved, by majority vote, of the Council body. The Mayor may endeavor to propose an appointee that is recommended by the Council body, but the Mayor may propose an alternate appointee pursuant to mayoral authority under Government Code 40605.

If the City Council disapproves of the appointee proposed by the Mayor, the Mayor shall propose an alternate appointee, which shall be either approved or disapproved by the City Council, by majority vote. The process shall continue until one vacancy on the Measure V Committee is filled; the Mayor may elect to reopen the application process if no appointee is approved through this process.

If there is more than one qualified candidate, the City Council may establish an eligibility list that will be used by the Mayor to fill future vacancies that occur within the following twelve (12) months.

**B. Applicant Materials**

As noted above, the City received three applications for one vacancy on the Measure V Committee. A copy of each application is attached as Attachment C. Personal information has been redacted, to protect the privacy of each applicant. However, City staff has verified that each applicant is a City resident, as is a requirement of the Appointment Policy.

**FISCAL IMPACT**

There is no fiscal impact as a result of this agenda item.

**STRATEGIC PLAN**

This agenda item supports the City's Governance Strategy, and specifically implements the following goal:

Governance

Goal 1: Model Good Governance, Teamwork, and Transparency

**ACTION REQUESTED OF THE CITY COUNCIL**

By motion, (1) Establish interview protocols to fill one vacancy on the City of Tracy Measure V Committee; (2) Conduct interviews of three applicants for one vacancy; and (3) Upon conclusion of the interviews, appoint an applicant to fill one vacancy and establish an eligibility list, if appropriate.

Prepared by: Kimberly Murdaugh, Interim Assistant City Manager

Reviewed by: Bijal Patel, City Attorney

Approved by: Midori Lichtwardt, City Manager

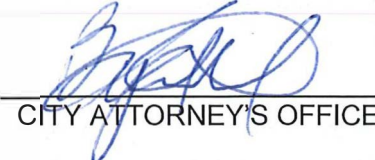
Attachments:

*A – Council Policy Establishing a Selection Process for Appointments to City Advisory Bodies*

*B – Suggested Interview Questions for the Planning Commission*

*C – Candidate Applications for Measure V Residents' Oversight Committee*

APPROVED AS TO FORM AND LEGALITY

  
CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION 2024-042

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AMENDING THE COUNCIL POLICY ESTABLISHING A SELECTION PROCESS FOR APPOINTMENTS TO CITY ADVISORY BODIES TO ALLOW THE FULL CITY COUNCIL TO INTERVIEW CANDIDATES AND MAKE **INFORMAL** RECOMMENDATIONS OF SPECIFIC CANDIDATES FOR THE MAYOR TO CONSIDER AS PROPOSED APPOINTEES, SUBJECT TO FINAL APPROVAL OF THE CITY COUNCIL

**WHEREAS**, the *Council Policy Establishing a Selection Process for Appointments to City Advisory Bodies (Appointment Policy)* sets forth the process by which vacancies on City committees, subcommittees, and commissions are filled; and

**WHEREAS**, the most recent version of the Appointment Policy was adopted on December 21, 2021, by the City Council through Resolution 2021-200; and

**WHEREAS**, under Government Code Section 40605, the elected mayor of a general law city solely has the authority to appoint, subject to council approval, to council committees, subcommittees, and commissions, as well as any regional bodies to which the council sends a delegate; and

**WHEREAS**, the selection process contained in the Council's Appointment Policy does not fully comply with Government Code Section 40605 as it states that the City Council appoints to a sub-committee to interview candidates and appoints, based on the recommendations of the sub-committee, and no explicit authority of the Mayor to propose appointments is noted; and

**WHEREAS**, on March 5, 2024, the City Council discussed options to align the Appointment Policy with Government Code Section 40605; and

**WHEREAS**, after discussion, the City Council directed staff to return with a proposed amendment to the Appointment Policy that would allow the full City Council to interview candidates, in open session at a regular or special meeting; and

**WHEREAS**, the City Council had not reached consensus on what the next steps would be after the Council interviews had been completed and asked staff to return with two options for the City Council's further deliberation and final selection; and

**WHEREAS**, the City Council deliberated further at its meeting on March 19, 2024 and finalized the option set forth herein; now, therefore, be it

**RESOLVED:** That the City Council of the City of Tracy hereby amends the Appointment Policy as set forth in **Exhibit A, as amended**, such that the full City Council shall interview candidates, in open session at a regular or special meeting, and upon completing the interviews,

shall make ~~final~~ **informal** recommendations of specific candidates for the Mayor to consider as proposed appointees; and be it

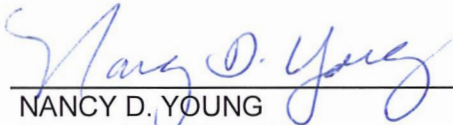
**FURTHER RESOLVED:** That the amended Appointment Policy shall become effective immediately upon adoption of this Resolution; and be it

**FURTHER RESOLVED:** That the City Council authorizes the City Clerk to proceed with the process to fill vacancies as set forth in the newly amended Appointment Policy.

\*\*\*\*\*

The foregoing Resolution 2024-042 was adopted by the Tracy City Council on the 19th day of March 2024 by the following vote:

AYES:	COUNCIL MEMBERS:	ARRIOLA, BEDOLLA, EVANS, DAVIS
NOES:	COUNCIL MEMBERS:	YOUNG
ABSENT:	COUNCIL MEMBERS:	NONE
ABSTENTION:	COUNCIL MEMBERS:	NONE

  
 \_\_\_\_\_  
 NANCY D. YOUNG  
 Mayor of the City of Tracy, California

  
 ATTEST: \_\_\_\_\_  
 ADRIANNE RICHARDSON  
 City Clerk and Clerk of the Council of the  
 City of Tracy, California

**COUNCIL POLICY ESTABLISHING A SELECTION PROCESS FOR APPOINTMENTS  
TO CITY ADVISORY BODIES  
(Exhibit "A" to Resolution No. 2024-042)**

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**SECTION 1:           PURPOSE**

To establish a selection process for appointments to City advisory bodies including defining residency requirements, in accordance with Government Code sections 54970 et seq. This process acknowledges and is consistent with Government Code Section 40605, which requires that the elected mayor of a general law city solely has the authority to appoint, subject to council approval, to council committees, sub-committees, and commissions, as well as any regional bodies to which the council sends a delegate.

**SECTION 2:           SELECTION PROCESS FOR APPOINTEE BODIES**

- A. On or before December 31st of each year, the City Clerk shall prepare an appointment list of all regular and ongoing boards, commissions and committees that are appointed by the City Council of the City of Tracy. The list shall contain the following information:
  - 1. A list of all appointee terms which will expire during the next calendar year, with the name of the incumbent appointee, the date of the appointment, the date the term expires and the necessary qualifications for the position.
  - 2. A list of all boards, commissions and committees whose members serve at the pleasure of the Council and the necessary qualifications of each position.
  - 3. The list of appointments shall be made available to the public for a reasonable fee that shall not exceed actual cost of production. The Tracy Public Library shall receive a copy of the list.
  
- B. Whenever a vacancy occurs in any board, commission or committee, whether due to expiration of an appointee's term, resignation, death, termination or other causes, a special notice shall be posted in the office of the City Clerk, The Tracy Public Library, the City website, and in other places as directed within twenty (20) days after the vacancy occurs. Final appointment to the board, commission or committee shall not be made by the City Council for at least ten (10) working days after the posting of the notice in the Clerk's office. If Council finds an emergency exists, the Council may fill the unscheduled vacancy immediately.
  
- C. Appointments shall be made for the remainder of the term created by the vacancy except as follows:
  - 1. If appointee will fill an un-expired term with six months or less remaining, the appointment shall be deemed to be for the new term.



2. If the vacancy is filled by an emergency appointment the appointee shall serve only on an acting basis until the final appointment is made pursuant to section 2.
- D. The Council and Mayor shall use the following selection process to provide an equal opportunity for appointment to a board, commission or committee:
1. The full Council shall, in open session at a regular or special meeting, review applications, interview applicants and make ~~final-informal~~ recommendations of specific candidates for the Mayor to consider as proposed appointees for appointment to the board, commission or committee.
  2. Upon receiving the recommendations of the Council, the Mayor will propose an appointee to the board, commission or committee, which proposed appointee shall be approved or disapproved, by majority vote, of the Council. The Mayor ~~shall-may~~ endeavor to propose appointees that are recommended by the Council, but the Mayor may propose alternate appointees pursuant to mayoral authority under Government Code 40605. ~~The alternates shall be chosen from the eligibility list, if it has been created pursuant to section 4 below.~~
  3. If the Council disapproves an appointee proposed by the Mayor, the Mayor shall propose an alternate appointee, which shall be either approved or disapproved by the Council, by majority vote. This process shall continue until all vacancies on the board, commission or committee are filled; ~~the Mayor may elect to reopen the application process.~~
  4. If there are more qualified candidates than the number of current vacancies, the Council may establish an eligibility list that will be used to fill future vacancies that occur in the following twelve (12) months.
- E. An individual already serving on a City of Tracy board, committee or commission may not be appointed to serve on an additional City of Tracy board, committee, or commission concurrently.

**SECTION 3:                    DEFINITION OF RESIDENCY REQUIREMENTS**

- A. The following definitions shall be used to determine whether residency requirements are met for boards and commissions to which the Tracy City Council appoints members:
1. Tracy Planning Area means the geographical area defined in the City of Tracy General Plan and any amendments thereto.
  2. City of Tracy means within the city limits of the City of Tracy.
  3. Citizen means a resident of the City of Tracy.

4. Tracy School District means the geographical area served by the Tracy Unified School District.
  5. Sphere of Influence shall be the geographical area approved by the Local Agency Formation Commission (LAFCo) of San Joaquin County and any amendments thereto.
- B. Residency, as defined above and as set forth in the applicable bylaws for each board or commission, shall be verified annually by the City Clerk. The residency must be verifiable by any of the following means:
1. Voter registration,
  2. Current California Driver's License or Identification,
  3. Utility bill information (phone, water, cable, etc.),
  4. Federal or State tax returns.
- C. Members of boards or commissions shall notify the City Clerk in writing within thirty (30) days of any change in residency. If the change in residency results in the board member or commissioner no longer meeting the residency requirements, the member shall tender their resignation to the City Clerk who shall forward it to the City Council.

## Measure V Residents' Oversight Committee

### Suggested Questions

1. Please share your experience, training and interest in serving on any Committees, Commissions or Boards. Include any involvement you have had in serving with local community groups such as task forces, service clubs, fraternal groups, or other volunteer groups.
2. Why do you want to serve on the Measure V Residents' Oversight Committee?
3. If you are selected for the Oversight Committee, explain your understanding of the roles and responsibilities you would have as a Committee member.
4. What is your understanding of City Budgets and Finances?
5. Explain your understanding of the City's General Fund vs. Enterprise funds?
6. In your opinion, what is the purpose of the Measure V Residents' Oversight Committee?
7. What will you do to foster teamwork and cooperation among the Committee members?
8. Give an example of a time when you had to resolve a conflict or reach agreement with opposing groups and/or individuals. What did you do?
9. Tell us what you have done to prepare yourself for this interview and possible appointment to this Oversight Committee?
10. In your opinion, what is the Council's role vs. the Residents' Oversight Committees role in overseeing the revenues generated by and expenses related to the Measure V ½ cent sales tax?
11. What will be your personal approach as a Committee member in first, working with the staff liaison assigned to this Committee, and secondly, advising Council on your findings as a Committee member?

# City of Tracy

## Committee Application

Please answer all questions and place N/A in those areas that do not apply. Please return your signed application to the City Clerk's office by **5:00 p.m. on Friday, February 16, 2024**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Committee Applying for: Measure V Residents' Oversight Committee

Name: MARIA JOSEPH GLEN TONY ROCK  
Last First M.I.

Telephone: [REDACTED]  
Daytime Evening

Address [REDACTED]  
Street Zip

Email Address (Optional) [REDACTED]

Do you reside within the Tracy City Limits?  Yes  No  
Are you registered to vote at the above address?  Yes  No  
If NO, explain why I am not a U.S Citizen

Please provide proof of residency at the above address (*copy of utility bill [phone, water, cable, etc.], voter registration card, CA Driver's License or Identification, Federal or State Tax Return*)

Are you a current City of Tracy employee, official, contractor or vendor? No. If so, please explain. \_\_\_\_\_

Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors or vendors? NO. If so, please explain. \_\_\_\_\_

List related educational background: \_\_\_\_\_  
1. Masters degree in Computer application (M.C.A)  
2. Bachelors degree in Computer Science (B.Sc)

List your current occupation and related employment history: \_\_\_\_\_

I am working as a Product Manager in Tekion, Pleasanton, CA. I am in this profession for the past 24 years.

Why do you want to serve on the Measure V Residents' Oversight Committee? \_\_\_\_\_

I love to work for the people. Also I want to contribute my time for the benefit of the people.

Discuss the most important contribution you feel you can make as a member of the Residents' Oversight Committee? \_\_\_\_\_

Have to make positive impacts by contributing my time to the people and make any positive impacts to the community and people.

Describe your involvement in community activities, volunteer and civic organizations: \_\_\_\_\_

Ideal Kids - Part of this group and had conducted the Summer activities with Tracy People.

Work in Tracy Home Shelter - Volunteered my free time in the Shelter and helped Homeless People.

If you are selected for the Residents' Oversight Committee, explain your understanding of the role and responsibilities you would have as an Oversight Committee member? \_\_\_\_\_

- Attended all my HOA meetings in my Community. So I understand City rules and procedures to some extent. I can join hands in development projects and give my ideas to enhance the plans and bring people together.  
- I understand the Financials, Reports, statements and provide any concrete ideas for any improvement.

What is your understanding of City Budgets and Finances? I understand the taxes for the properties. Also I am eager to understand and learn the business taxes, Sales taxes & Properties taxes to add value to this role.

Do you, or any close family members, have business interests or business holdings within the City that may require you to recuse yourself from acting on matters before the Committee to which you seek appointment? If so, please describe all such business interests or holdings (including rentals of real estate you or close family members own within the City).

No

Does your employer or a business that you own, or have an equity interest in, conduct business with the City? If so, please describe the degree and nature of the business conducted.

No

You will be required to file a Form 700, also known as a Conflict of Interest statement, and to take ethics training. Would you have a problem complying with either of these requirements?

No

- I have attached proof of residency
- I have attached optional additional materials (such as a resume, etc.)

Signature



Date

02/12/2024

# City of Tracy

## Committee Application

Please answer all questions and place N/A in those areas that do not apply. Please return your signed application to the City Clerk's office by **5:00 p.m. on Friday, February 16, 2024**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Committee Applying for: **Measure V Residents' Oversight Committee**

Name: BATHULA KASI VISWANADHAM  
Last First M.I.

Telephone: [REDACTED]  
Daytime Evening

Address: [REDACTED]  
Street Zip

Email Address (Optional) [REDACTED]

Do you reside within the Tracy City Limits?  Yes  No

Are you registered to vote at the above address?  Yes  No

If NO, explain why \_\_\_\_\_

Please provide proof of residency at the above address (*copy of utility bill [phone, water, cable, etc.], voter registration card, CA Driver's License or Identification, Federal or State Tax Return*)

Are you a current City of Tracy employee, official, contractor or vendor? NO. If so, please explain. \_\_\_\_\_

Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors or vendors? No. If so, please explain.

List related educational background: Master of Computer Applications and Bachelor's degree in Computer Science

List your current occupation and related employment history: Software Engineer Lead at USAA with more than 20 years experience in Information Technology(IT) field

Why do you want to serve on the Measure V Residents' Oversight Committee?

It will give an opportunity to familiarize me with our community and connect me to the people and ideas that will positively impact my perspective for the rest of my life.

Discuss the most important contribution you feel you can make as a member of the Residents' Oversight Committee?

One of the most well-known benefits of volunteering is the impact on the community. Volunteering allows me to connect with our community and make it a better place. Even helping out with the smallest tasks can make a real difference to the lives of people, animals, and organizations in need.

Describe your involvement in community activities, volunteer and civic organizations:

I used to volunteer in several community events like Halloween, Indian association events Festival of Lights (Diwali) and Holi to bring people and enjoy festive moments together. With those expertise I would like to contribute to bring what community needs at end of day.

If you are selected for the Residents' Oversight Committee, explain your understanding of the role and responsibilities you would have as an Oversight Committee member?

Responsible to review city financial reports and review the annual independent financial audit and provide advice to the City Council



What is your understanding of City Budgets and Finances?

Any increase in both the sales tax and property tax revenue will help to bring more projects and developments to the community

\_\_\_\_\_

Do you, or any close family members, have business interests or business holdings within the City that may require you to recuse yourself from acting on matters before the Committee to which you seek appointment? If so, please describe all such business interests or holdings (including rentals of real estate you or close family members own within the City).

\_\_\_\_\_ No \_\_\_\_\_

Does your employer or a business that you own, or have an equity interest in, conduct business with the City? If so, please describe the degree and nature of the business conducted.

\_\_\_\_\_ NO \_\_\_\_\_

You will be required to file a Form 700, also known as a Conflict of Interest statement, and to take ethics training. Would you have a problem complying with either of these requirements?

\_\_\_\_\_ No \_\_\_\_\_

- I have attached proof of residency
- I have attached optional additional materials (such as a resume, etc.)

Signature  \_\_\_\_\_ Date 02/15/2024

# City of Tracy

## Committee Application

Please answer all questions and place N/A in those areas that do not apply. Please return your signed application to the City Clerk's office by **5:00 p.m. on Friday, February 16, 2024**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Committee Applying for: Measure V Residents' Oversight Committee

Name: Quantong Kristine J  
Last First M.I.

Telephone: [Redacted] [Redacted]  
Daytime Evening

Address: [Redacted]  
Street Zip

Email Address (Optional): [Redacted]

Do you reside within the Tracy City Limits?  Yes  No  
Are you registered to vote at the above address? Box  Yes  No  
If NO, explain why [Redacted]

Please provide proof of residency at the above address (*copy of utility bill [phone, water, cable, etc.], voter registration card, CA Driver's License or Identification, Federal or State Tax Return*)

Are you a current City of Tracy employee, official, contractor or vendor? I've applied for a job position. I would like to be If so, please explain.  
No, but I would like to be a part of the city development plans to increase revenue for the city.

Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors or vendors? yes If so, please explain.  
I have a friend that works for the public utilities for the city and another who's involved with the

List related educational background: city council meetings

(High school) I graduated at SJCOE in 2012, VET College in Business office Administration 2021. CPR, First Aid certified by EMS safety 9/5/2023 - 9/5/2025. Currently enrolled for online classes to be a future Real estate agent and developer. (Aceable agent.com)

List your current occupation and related employment history: I currently work at FedEx as a package handler part-time. I've worked at Marshalls, Target, Olive Garden, Red Robin, Famous Dames, Tesla, Chevron, Stonebridge Creek retirement community.

Why do you want to serve on the Measure V Residents' Oversight Committee? \_\_\_\_\_

I mainly want to assist the city council in developing real estate properties to make the city more attractable and bringing revenue up for the city or county.

Discuss the most important contribution you feel you can make as a member of the Residents' Oversight Committee? \_\_\_\_\_

My education & knowledge providing the main keypoints/goals to what should be important for the city's future development and for the residents that live within the city.

Describe your involvement in community activities, volunteer and civic organizations: I am barely getting myself involved with putting in great work for the community. I try to ensure that drugs are removed off the city of Tracy streets. I also go to church. At Grace.

If you are selected for the Residents' Oversight Committee, explain your understanding of the role and responsibilities you would have as an Oversight Committee member? \_\_\_\_\_

Ensuring the residential neighborhoods are receiving proper care? city maintenance is well in effect. Focusing on the important developments for the future building structures.

What is your understanding of City Budgets and Finances? \_\_\_\_\_

Investing on important, productive and useful projects that will benefit the city's revenue and fundamental ideas for the next generation.

Do you, or any close family members, have business interests or business holdings within the City that may require you to recuse yourself from acting on matters before the Committee to which you seek appointment? If so, please describe all such business interests or holdings (including rentals of real estate you or close family members own within the City).

Not that I know of?

Does your employer or a business that you own, or have an equity interest in, conduct business with the City? If so, please describe the degree and nature of the business conducted.

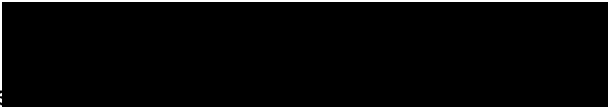
I've haven't gotten paid for my business if there has been one to recall.

You will be required to file a Form 700, also known as a Conflict of Interest statement, and to take ethics training. Would you have a problem complying with either of these requirements?

Not at all but I need more details as to why? The purpose of how this relates to city development.

I have attached proof of residency

I have attached optional additional materials (such as a resume, etc.)

Signature  Date 02/11/2024

# Kristine Quantong

Tracy, CA 95376

## Employment objectives est 2012,

My persona in a work setting is shown with a positive attitude, I enjoy learning something new everyday, I carry an ambitious work ethic andGB motivated determination to reach the company/ business goals.

Experienced as a waitress and bartender for over 5 years and a few years of store retail and stocking sales floors. Ive have many different work settings the past 3 years and life experiences with the government systems that I may be able to utilize the knowledge and lessons to share with peers and future co workers.

The skills and assets I have are novice with automotive maintenance care, intermediate with utilizing Microsoft office suite applications creating forms, flyers essays, presentation scripts, inventory layout and a little familiar with payroll systems. I can address conflict and resolved issues quickly and properly without creating unprofessional And uncomfortable situations like adults with respect given.

I'm here to help the company be a better place, which can make a better earth, for all of us to enjoy a wonderful experience while learning new things and meeting new and different people. I have bigger plans and goals to reach for the long run, but for now I'm learning how to see many diverse work places and experiencing and gaining knowledge in what I can learn,carry over and utilize it to other job settings.

I can type 52 wpm and I am quick to adapt to new settings or ongoing changes and quickly learn new and improved skills with proper practice and teaching guides. I'm a hands on visual learner but I can remember a 35 digit password in network systems. I hope that the knowledge with computers and other things with the disability of ADD(attention deficit disorder), can still be a impactful asset to the company's that value my work ethics for all the great possibilities this life and universe has to offer beyond greatness.

Willing to relocate to: Modesto, CA - Stockton, CA - Livermore, CA  
Authorized to work in the US for any employer

## Work Experience

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### **Server**

Famous Dave's - Tracy, CA  
March 2019 to October 2019

Took guests drinks and food order, make sure all guests needs are met and leaving the restaurant satisfied.

### **Server**

Olive Garden - Tracy, CA  
May 2014 to August 2017

WProviding excellent customer service to the guest, creating a good dining experience to ensure the guests leave full, happy and satisfied with their meal to hopefully return again building meaning relationships with the guests to ensure long term connections on the job and off the job.

- Wrote down food and beverage orders
- Served food timely manner
- Prepped dinner, lunch and orders
- Checked on guests frequently

- Collected and processed payments on computer card systems and cash
- Kept the restaurant clean and sanitary
- Pre Bussed tables as needed
- Restocked table items and prepare for the following business day
- Address any guests food complaints and quickly resolved their concerns and off complimentarydesserts for any inconvenience so they can be somewhat satisfied she to show they we care.

### **Marshalls Sales Associate**

Marshalls - Tracy, CA

October 2012 to October 2013

- Assisted customers with locating items
- Responsible for the Shoe department
- Answered customer questions
- Provided a quick and exceptional customer experience
- Handled cashier station when needed or assigned shift
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- Maximized sales transactions
- Handled returns and exchanges
- Created inventory of products
- Kept store clean
- Responsible for auditing and organizing the whole store

## **Education**

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### **Vocational School Certificate in Business Office Administration**

UEI College - Stockton, CA May 2020 to

March 2021

## **Skills**

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- Deans Honor Roll at San Joaquin Delta College with GPA of 3.6.
- Microsoft office word,excel, powerpoint, access, publisher and can type 62 wpm.
- Restaurant Experience
- POS
- Serving Experience
- Bartending
- Event Planning
- Adobe Photoshop
- Microsoft Outlook
- Administrative Experience
- Enforcing logical laws

- Public Relations
- Events Management
- Host/Hostess
- Social Media Management
- Catering
- Advanced in Microsoft office word power point and excel (5 years)
- Office Management
- Microsoft Excel
- WordPress
- Photography

## **Awards**

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### **Nominated for public relations**

May 2012

I was nominated to be an inspiration to other mothers who were in the same situation as I was being a single young mother that strived for success no matter the difficulties of my obstacles.

## **Certifications and Licenses**

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### **California Food Handler**

September 2022 to September 2025

Certified by National food and Beverage association

## **Assessments and Examinations**

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### **Food service: Customer situations — Proficient**

December 2022

Identifying and addressing customer needs in a food service setting

Full results: Proficient

### **Food safety — Completed**

September 2022

Knowledge of proper food and equipment handling safety measures

Full results: Completed

### **Scheduling — Proficient**

December 2022

Cross-referencing agendas and itineraries to avoid scheduling conflicts Full results: Proficient

**Work style: Reliability — Completed**

December 2022

Tendency to be reliable, dependable, and act with integrity at work

Full results: Completed

**Administrative assistant/receptionist — Completed** December 2022

Using basic scheduling and organizational skills in an office setting

Full results: Completed

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

**Additional Information**

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RBS training certification