

# 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, January 6, 2015, 5:00 p.m.**  
(or as soon thereafter as possible)

**Location:** **Council Chambers, City Hall**  
**333 Civic Center Plaza, Tracy**

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.

1. Call to Order and Roll Call
2. Presentation of West High Jersey
3. *Items from the Audience - In accordance with Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2008-140 any item not on the agenda brought up by the public at a meeting, shall be automatically referred to staff. If staff is not able to resolve the matter satisfactorily, the member of the public may request a Council Member to sponsor the item for discussion at a future meeting.*
4. CONDUCT AN INTERVIEW PROCESS FOR QUALIFIED APPLICANTS AND VOTE TO APPOINT AN APPLICANT TO FILL THE VACANCY ON THE CITY COUNCIL FOR THE REMAINDER OF THE UNEXPIRED TERM OF THE FORMER INCUMBENT WHICH WILL EXPIRE IN NOVEMBER 2016
5. SWEARING IN CEREMONY
6. Adjournment

## **December 31, 2014**

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall (209-831-6105), at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Tracy City Council regarding any item on this agenda will be made available for public inspection in the City Clerk's office located at 333 Civic Center Plaza, Tracy, during normal business hours.

AGENDA ITEM 4

REQUEST

**CONDUCT AN INTERVIEW PROCESS FOR QUALIFIED APPLICANTS AND VOTE TO APPOINT AN APPLICANT TO FILL THE VACANCY ON THE CITY COUNCIL FOR THE REMAINDER OF THE UNEXPIRED TERM OF THE FORMER INCUMBENT WHICH WILL EXPIRE IN NOVEMBER 2016**

EXECUTIVE SUMMARY

On December 2, 2014, Council directed staff to solicit applications from interested citizens in order to fill a vacancy on the City Council. Staff conducted a recruitment and seven applications were received, five of which were ultimately verified by the Registrar of Voters. Following the interviews the applicant who receives the majority vote will be appointed to fill the vacancy.

DISCUSSION

At the Council meeting held on December 2, 2014, Council directed staff to solicit applications from interested citizens to fill a vacancy on the City Council, in accordance with the City Council Policy for Filling City Council Vacancies. (Attachment A). The Council seat became vacant following the City's general municipal election held on November 4, 2014, and the swearing in of Mayor Pro Tem Maciel as Tracy's new Mayor on December 2, 2014. The successful applicant will serve the remainder of the unexpired term of the former incumbent which expires in November, 2016.

Government Code Section 36512(b) states "...that if a vacancy occurs in an elected office, council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election. A person appointed or elected to fill the vacancy holds office for the unexpired term of the former incumbent."

The vacancy was advertised in the Tracy Press on December 5 and December 12, 2014, and was posted on the City's website and on social media. Application packets were available from the City Clerk's office from December 3 until December 22, 2014 at 12 noon. The packets included an application form, a District verification form, a nomination paper and a Form 700, Statement of Economic Interests. The District Verification Forms and the Nomination Papers have been verified by the Registrar of Voters. As a result the City received five qualified applications. Copies of the application forms, including any additional materials received from the qualified applicants are attached. (Attachment B)

A list of the 11 questions finalized by Council at the December 16, 2014 Council meeting is attached together with an outline of the interview process. (Attachment C)

Following the interviews voting will take place, and the applicant who receives the majority vote will be sworn in. If no applicant receives the majority vote the Council may adopt other procedures to fill the vacancy, including calling a special election.

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's Strategic Plans.

FISCAL IMPACT

There is no fiscal impact by conducting the interview process.

RECOMMENDATION

That Council interviews the applicants and conducts a vote to appoint an applicant to fill the vacancy on the City Council for the remainder of the unexpired term of the former incumbent which expires in November 2016.

Prepared by: Carole Fleischmann, Interim City Clerk

Reviewed by: Maria A. Hurtado, Assistant City Manager

Approved by: Troy Brown, City Manager

ATTACHMENTS:

Attachment A: City Council Policy for Filling City Council Vacancies

Attachment B: Copies of the Five Qualified Applicants' Applications

Attachment C: Interview Process Summary

**CITY COUNCIL POLICY ON  
FILLING CITY COUNCIL VACANCIES**

**I BACKGROUND**

The process for filling City Council vacancies (other than for an elective Mayor) is set forth in Government Code section 36512(b), which provides that:

If a vacancy occurs in an elective office provided for in this chapter, the City Council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy. The special election shall be held on the next regularly established election date not less than 114 days from the call of the special election. A person appointed or elected to fill a vacancy holds office for the unexpired term of the former incumbent.

State law does not prescribe any procedure for selection of appointees. Therefore, the City Council may choose any selection method it desires.

**II. POLICY**

The following procedures will be used by the City Council to fill a City Council vacancy if the City Council chooses to fill such a vacancy by appointment rather than by special election:

**A. Schedule**

At the earliest possible time after a vacancy occurs, the City Council shall adopt a time schedule:

1. Setting a time and date by which any qualified person interested in being appointed shall submit an application;
2. Setting a time and date by which questions for the applicants may be submitted by the public; and
3. Setting a date or dates on which applicants will be interviewed by the City Council at a public meeting.

**B. Applications**

The application of a person interested in being appointed to the City Council shall state background, qualifications and why he or she wishes to be appointed. In addition to completing an application any person applying for the vacancy shall be required to file with the City Clerk the following additional documents:

1. A Nomination Form containing valid signatures of at least 20 registered voters of the City of Tracy. The fact that a voter has signed nomination papers for more than one applicant shall not invalidate the signature; and

2. A completed Statement of Economic Interests (Form 700) provided by the Fair Political Practices Commission.

### **C. Disclosure of Applications**

Following the deadline set by the City Council for the submittal of applications, copies of all applications and the names of the applicants shall be filed in the City Clerk's office and made public. No information shall be disclosed prior to the close of the application deadline.

### **D. Questions from the Public**

Questions for or concerning applicants may be submitted in writing by the public to the City Clerk. Following the deadline set by the City Council for the submittal of questions, all such questions shall be forwarded to City Council Members, who may use them in the applicant interviews.

### **E. Advance Questions for Applicants**

The City Council, by motion, may choose to present questions in advance of the interviews to the applicants and may choose to require applicants to either answer all such questions at the interviews or provide written responses to all such questions prior to the interviews. Proposed advance questions may be suggested by individual City Council Members or may be drafted by an ad hoc committee of the City Council appointed by the Mayor for that purpose.

### **F. City Council Interviews**

Applicant interviews shall be conducted in a public meeting, which may be televised and recorded. The order of interviews will be based on a random drawing. At the time and date set for applicant interviews, each applicant shall be interviewed separately and shall be given the opportunity to make a brief statement concerning his or her qualifications and to answer any question previously submitted to the applicant by the City Council. Thereafter, each City Council Member may question each applicant on any subject he or she feels is relevant to that applicant's qualifications to sit on the City Council. Based on the time available and the number of candidates, the City Council, by majority vote, may require a time limit on interviews, limit the number of questions to be asked, and limit the time to receive answers from each applicant.

## **G. Voting Procedure**

The person to fill the City Council vacancy shall be selected from all applicants by the following process of elimination:

1. If one or two applicants exist:
  - a. each City Council Member shall vote for one applicant; and
  - b. the applicant who receives a majority vote shall be appointed to fill the vacancy.
2. If three or more applicants exist:
  - a. each City Council Member shall vote for two applicants; and
  - b. all applicants receiving the least number of votes (including no votes) shall be eliminated; and
  - c. subsequent votes shall be taken with each City Council Member voting for two applicants until one or two applicants remain; and
  - d. each City Council Member shall then vote for one applicant and the applicant who receives a majority vote shall be appointed to fill the vacancy.
3. If no applicant receives a majority vote, the City Council may adopt such other procedures to fill the vacancy as it deems appropriate.
4. Notwithstanding the voting procedure described above, at any time during the appointment process, the City Council in its discretion may abandon the process and call a special election to fill the vacancy.
5. If no applicant receives a majority vote within 60 days of the commencement of the vacancy, the City Council shall call a special election to fill the vacancy.

## **H. Appointment by the City Council**

The appointment to fill the vacancy shall be made by resolution of the City Council.

# City of Tracy

## City Council 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 **Noon on Monday, December 22, 2014**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Position Applying for: City Council Member

Name: Davis ELEASSIA D  
Last First M.I.

Telephone: 209-914-5934  
Daytime Evening

Address 4474 Crabapple Ct. Tracy, CA 95377  
Street Zip

Email Address (Optional) eleassiadavis@comcast.net

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, voter registration card, etc.*)

Are you employed by the City of Tracy? No If so in what capacity? \_\_\_\_\_

Do you have relatives or members of your household who are employed by the City of Tracy or are currently serving on the City Council or other Commission? No

How many meetings have you attended of the City Council for which you are now applying?

I have not attended any Council Meetings.

Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

Not applicable

List current occupation and related employment history: I am an Early Childhood

Educator, teaching children between the ages of 3-5 I've

worked in the field for approximately 17 years. I'm also

a mentor to other ECE's. I serve as the founder and

President of Aquaman Child Development Concepts, a CA Non-Profit organized to meet the needs of children and families seeking high quality care and education that is affordable & accessible within the community.

List related educational background: I graduated Merritt College with an Associate Child Development Certificate in 2005. I graduated with honors from San Joaquin Delta College w/ an Associates Degree in Social & Behavioral Sciences. I am constantly taking Professional Growth Training having accumulated nearly 80 hours of training in the past year. I will be pursuing my BA & Masters over the next 4 yrs.  
Describe your involvement in community activities, volunteer and civic organizations: \_\_\_\_\_

I am very active in my community. I serve as the current Vice-President of San Joaquin County Family Childcare Association. I volunteer & serve on community projects that further the chances of success for children, women and the disadvantaged.

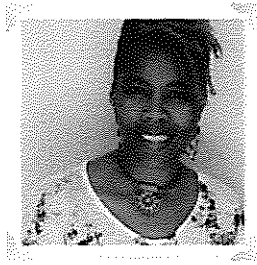
Why does a position on the City Council interest you? I'm at a time in my life when I feel it is necessary to be the change I wish to see in the world. It is very easy for many of us to wish, wonder and complain about the things that happen in our communities, but I realize that action and involvement is key to getting things resolved. I want to serve the people of Tracy and work for their needs.

What would be your personal approach as a Council Member in recommending policy, working with the other members of the Council, working with staff, etc.? As a community member, my first and primary role as a Council Member is to become familiar with the team I would be working with, find out what the team's goals are for our city and do the work it requires to make sure we are meeting the needs of our community as a team.

- I have attached optional additional materials (such as a resume, etc.)
- Form 700
- Nomination Paper

Signature \_\_\_\_\_ Date 12/6/14





## Request For Consideration To Be Appointed As a Member of Tracy's City Council

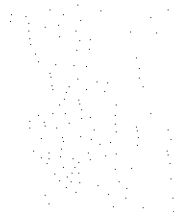
My name is Eleassia Davis, a resident of Tracy, CA., and I humbly request your consideration in my desire to serve the citizens of Tracy as a Member of City Council.

My family moved to Tracy in 2005, seeking a safe environment to raise our young children; an environment where school's were recognized for excellence, and a promise for economic opportunities existed.

Although it took me time to become acclimated to Tracy, it didn't take me long to realize the greatness of it's potential. As a native Bay Area, there were things I missed about the Bay, that I longed to see materialize in Tracy. While living in Tracy has it's own unique advantages, I felt that more family recreational activities, mid and upscale shopping options, and local access to affordable higher education to name a few, were additions that would make Tracy perfect for a young, growing family. Like many other Tracyites, many of my discretionary funds have been spent outside of Tracy for services and businesses that are not readily available here, and I'd like to help change that.

I am overjoyed to see the progress our local economy is making- slowly, but surely, things have been improving. As an active member in my community, I'd love to see an improved connection between the citizens and the Council. I'd love to see our community involved and excited about what our leadership has done and what more it will do on it's behalf.

I'm a local mom, early childhood educator and community advocate...I'm not a politician by any stretch of the word, but I do know how to connect people to people in an authentic and meaningful way. I feel that's an important contribution I can make to citizens of Tracy who yearn to feel connected to the leadership responsible for the decisions being made on their behalf. I feel this is an optimal time in Tracy's history to consider an average citizen who positively relates and connects to it's everyday citizens.



**Below are a few of the causes, and organizations I actively support in our community:**

- Vice-President: San Joaquin County Family Child Care Association (Advocacy, mentorship and support for licensed child care providers and early childhood professionals at the local, state and national level).
- Board of Director: Tracy Women's Forum Association (Advocacy, mentorship, support for women for personal, and professional growth and development. Host and plan the Annual Tracy Women's Conference)
- Founder/President: Aquarian Child Development Concepts (Advocacy, and support of high quality early childhood education for families; mentorship for early childhood professionals)
- I support several local organizations in either an advisory, monetary, and/or in-kind capacity. These organizations together help combat hunger, homelessness, domestic violence and support Tracy's foster youth.
- I am a new member of Tracy Chamber of Commerce

**I am the founder and admin of several active community groups on Facebook including:**

- Tracy Women's Support Group (General Support For Women of Tracy)
- Tracy's Secret Garden for Battered and Abused (Secret emotional and/or financial support for battered and distressed women of Tracy)
- Tracy CA. Community Job Board (Community Post Job Openings, Job Needs, Job Fairs, Resumes, etc.)
- Tracy Community Garden Exchange (Residents freely exchange excess fruits and vegetables amongst each other to avoid waste).
- iSupport Tracy Small Business (A Place For Small Businesses to Advertise Services, Resources and Get the Support of Community and Other Small Businesses).

I am a positive, energetic person with a passion for people...I love to work synergistically, and I feel I would make a good addition to an already outstanding team. As a prior service member of the U.S. Army, I also feel it my duty to at least offer to serve my city in an official capacity since the opportunity has become available. In closing, I'd be honored and proud to serve the great people of Tracy, CA.

Thank You All For Your Consideration.

**Respectfully Submitted,**



Treassia Davis.

**Council Member Appointment Candidate**

# City of Tracy

## City Council 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 **Noon on Monday, December 22, 2014**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Position Applying for: **City Council Member**

Name: MITRACOS, MARY SOUZA  
Last First M.I.

Telephone: (209) 835-1025  
Daytime Evening

Address 363 W. EATOR AVE, TRACY, CA 95376  
Street Zip

Email Address (Optional) mary@mitracos.com

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 N/A

Please provide proof of residency at the above address (*copy of utility bill, voter registration card, etc.*)

Are you employed by the City of Tracy? No. If so in what capacity? N/A

Do you have relatives or members of your household who are employed by the City of Tracy or are currently serving on the City Council or other Commission? YES.

How many meetings have you attended of the City Council for which you are now applying?  
SEE ATTACHED.

Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)  
SEE ATTACHED.

List current occupation and related employment history:  
SEE ATTACHED.

List related educational background: \_\_\_\_\_

SEE ATTACHED.

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

SEE ATTACHED.

Why does a position on the City Council interest you? \_\_\_\_\_

SEE ATTACHED.

What would be your personal approach as a Council Member in recommending policy, working with the other members of the Council, working with staff, etc.? \_\_\_\_\_

SEE ATTACHED.

- I have attached optional additional materials (such as a resume, etc.)
- Form 700
- Nomination Paper

Signature _____	Date <u>12/18/14</u>
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## **City Council Application**

**Mary Souza Mitracos**

December 18, 2014

### **How many meetings have you attended of the City Council for which you are now applying?**

I do not know exactly how many meetings I have attended. (A lot.). I have been attending City Council meetings since 1999.

### **Why did you attend the meetings (i.e. personal interest, specific issue being addressed, etc.)?**

I started attending council meetings in 1999 as a Tracy Tomorrow 2000 task force member. I served on the Land Use Planning, Agriculture, and Open Space Task Force. I continued attending them off and on as the General Plan was developed, and as my interest in various civic issues has developed. Those issues have included dealing with blighted buildings and the development of parks among others.

### **List current occupation and related employment history:**

I have been a licensed real estate broker for over ten years. I work primarily as a residential property manager, and I also help clients buy and sell real estate. My previous work was in bookkeeping and tax preparation; I was a certified tax preparer for well over ten years.

### **List related educational background:**

I hold a bachelor's degree from UC Santa Barbara. As a Realtor, I am required to complete Ethics training every four years. I am also required to complete other continuing education courses in real estate. As a Trustee for the Cemetery District, I take training in the Brown Act and sexual harassment prevention training on a regular basis.

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

I have served as the Fifth Supervisorial District representative to the San Joaquin County Parks and Recreation Commission for about ten years. Most of the County's parks, particularly the larger ones, are in the north part of the County. I worked closely with our previous Supervisor to secure a large parcel (over 100 acres) in the south part of the County that hopefully will one day be a regional park. I have been working with the current Supervisor to see whether we can get the parcel developed into an actual park. I also serve as a Trustee to the Tracy Public Cemetery District. The District is currently developing a new cemetery on Valpico Road. I have worked on the entire process from securing the land to hiring the development contractor; this is the equivalent of overseeing a capital improvement project for the City of Tracy. My family and I support McHenry House Tracy Family Shelter – I served as a board member and we continue to support them in any way we can. I also support the Central Valley Association of Realtors Charitable Foundation, which raises and distributes funds to local charities.

## **City Council Application**

**Mary Souza Mitracos**

December 18, 2014

### **Why does a position on the City Council interest you?**

This position is a natural extension of my civic involvement beginning with Tracy Tomorrow 2000, and continuing on with the County Parks and Recreation Commission and the Public Cemetery District.

### **What would be your approach as a Council Member in recommending policy, working with the other members of the Council, working with staff, etc.?**

Having served on other governmental boards, I understand that I have duties and responsibilities as an individual board member, but the board makes decisions as a whole. I have only one vote to cast in those decisions. I also understand that the Council sets policy, and staff carries it out. It is a collaborative process.

# City of Tracy



## City Council 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 **Noon on Monday, December 22, 2014**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Position Applying for: City Council Member

Name: PIERSON VICTOR L  
Last First M.I.

Telephone: 209 835 9258 209 597 2954  
Daytime Evening

Address 1478 FAIRHAVEN CT. 95376  
Street Zip

Email Address (Optional) VICS03TOY@YAHOO.COM

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, voter registration card, etc.*)

Are you employed by the City of Tracy? NO If so in what capacity? \_\_\_\_\_

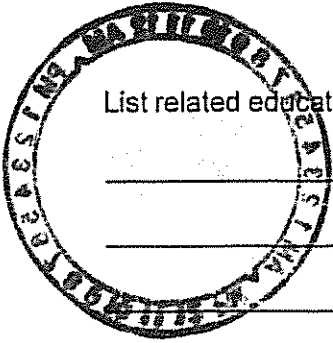
Do you have relatives or members of your household who are employed by the City of Tracy or are currently serving on the City Council or other Commission? NO

How many meetings have you attended of the City Council for which you are now applying?  
NONE

Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)  
N/A

List current occupation and related employment history:  
MECHANIC FOR AC TRANSIT





List related educational background: SOME COLLEGE

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

NONE

Why does a position on the City Council interest you? I WOULD LIKE

TO BE MORE INVOLVED IN MY COMMUNITY,

What would be your personal approach as a Council Member in recommending policy, working with the other members of the Council, working with staff, etc.? I WOULD BE

OPEN TO PRO'S + CON'S IN RECOMMENDING POLICY. I WOULD  
BE A TEAM PLAYER TO ALL COUNCIL AND STAFF  
MEMBERS

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

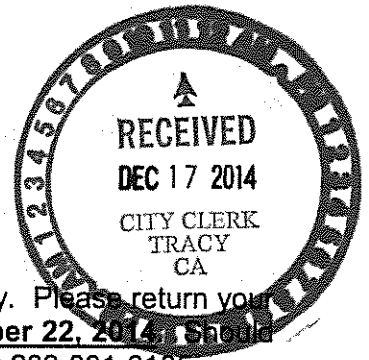
Form 700

Nomination Paper

Signature \_\_\_\_\_

Date 12/22/2014

# City of Tracy



## City Council 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 **Noon on Monday, December 22, 2014**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Position Applying for: **City Council Member**

Name: POLLARD BILL R JR  
Last First M.I.

Telephone: 209-832-5110  
Daytime Evening

Address 3164 REDBRIDGE ROAD 95377  
Street Zip

Email Address (Optional) bill.pollardcpa@gmail.com

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, voter registration card, etc.*) ATTACHED

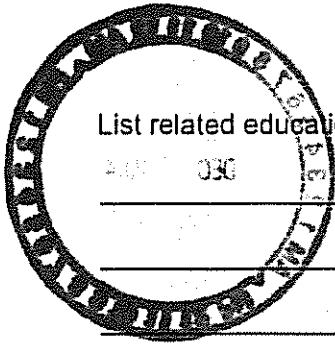
Are you employed by the City of Tracy? NO If so in what capacity? \_\_\_\_\_

Do you have relatives or members of your household who are employed by the City of Tracy or are currently serving on the City Council or other Commission? NO

How many meetings have you attended of the City Council for which you are now applying?  
1

Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)  
PERSONAL INTEREST

List current occupation and related employment history: SEE ATTACHED



List related educational background: SEE ATTACHED

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

SEE ATTACHED

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Why does a position on the City Council interest you? SEE ATTACHED

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What would be your personal approach as a Council Member in recommending policy, working with the other members of the Council, working with staff, etc.? \_\_\_\_\_

SEE ATTACHED

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

Form 700

Nomination Paper

Signature _____	Date <u>12/17/14</u>
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City Council Application  
For Bill Pollard, Jr

**List current occupation and related employment history:**

I am currently a Certified Public Accountant and have had my own office since 1990. I am also an Adjunct Professor in Accounting for San Joaquin Delta College at the South Campus at Mountain House. I am the sole owner of 2 small corporations whose primary service is to provide tax planning and financial advice. From age 12-15 I was a "lumper" in my fathers' watermelon wholesaling company and was a Class 1 truck driver from age 16 until the year of 2007 when the company was sold.

**List related educational background:**

Listed in reverse chronological order:

Doctor of Philosophy in Taxation from Washington Institute for Graduate Studies  
(November 13, 2013)

Master of Science in Taxation from Washington School of Law (July 31, 2008)

Bachelor of Science from California State University Fresno (December 24, 1982)

Associate of Arts from San Joaquin Delta College (June 1983)

High School Diploma from Tracy High (June 1981)

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

I have been an active member of a number of service groups such as Lions Club, Kiwanis Club and most recently Rotary. I am a member of Tracy Elks Lodge since the late 80's. I have also been active in many churches, being involved in music and youth ministries.

**Why does a position on the City Council interest you?**

I love this city. Having been born and raised here, Tracy has been my home for my entire life with the exceptions of a brief college absence. I am very proud of the things Tracy has done well, using financially sound principles which provided a surplus which was maintained to help us through the economic downturn. We have also used prudent business practice in bringing many businesses to Tracy without giving away the farm like Manteca did in bringing some of their anchor businesses.

I am however embarrassed by the poor hiring decisions made especially in the arena of City Manager. We hired one City Manager who apparently couldn't get along with anyone and was also inappropriate with staff. Then the next person we hired misappropriated city funds. I did recently attend a council meeting and I was very impressed with the new City Manager.

The credit card issue has brought on the appearance that the city was lackadaisical with monitoring public funds. As a CPA I can help oversee the implementation of procedures and policies that will tighten the controls. Also by adding a CPA to the council it will help provide the appearance that the City is doing all it can to correct these issues.

I think it is important to declare that I am applying to fill the vacancy on a temporary basis. I **WILL NOT** run for the office when my term is up. If I fill the position in a way that other council members find acceptable I would be willing to be called back should another vacancy arise that needs to be filled. You could think of me as the interim councilman.

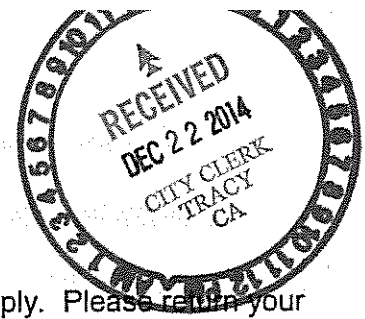
**What would be your personal approach as a Council Member in recommending policy, working with the other members of the Council, working with staff, etc.?**

When I was 16 years old I spent my summer driving a 21 year old semi-truck that most likely would not have passed any CHP inspections. We would hand deliver watermelons by pitching them from the semi-truck into the store. The 2 lumpers that went with me were usually ex-convicts in their 20's and often we would need to enlist help from the produce managers or passerby's to cover the distances we would have from the truck to the place where the watermelons were stacked. I can, and have worked with all sorts of people.

Having run my own businesses for more than 30 years and advised clients on high-dollar issues I know how to make decisions. In the beginning I would need to learn on the run and I am a quick study. I read in excess of 650 words per minute and because of my profession I am used to understanding complicated issues while at the same time simplifying them. I do not have an agenda so I am open to the ideas of the other council members in assisting me in reaching an intelligent decision. I am also aware that in some cases I may be the deciding vote on a hotly contested issue.

I would hope that my manner of working with the staff would be similar to that of Jim Franco. I would serve at the pleasure of the people of the City of Tracy and would let the staff know that I work for them.

# City of Tracy



## City Council 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 **Noon on Monday, December 22, 2014**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Position Applying for: City Council Member

Name: Ransom Rhodesia R.  
Last First M.I.

Telephone: 209-229-4559 209-645-2012  
Daytime Evening

Address 724 Billy F Freeman Lane Tracy CA 95377  
Street Zip

Email Address (Optional) msrhodesia@aol.com

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, voter registration card, etc.*)

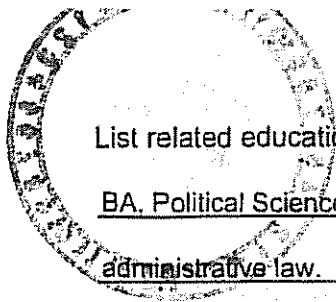
Are you employed by the City of Tracy? No If so in what capacity? \_\_\_\_\_

Do you have relatives or members of your household who are employed by the City of Tracy or are currently serving on the City Council or other Commission? No

How many meetings have you attended of the City Council for which you are now applying?  
I attend approximately 25% of the meetings in person. However, I frequently watch the meetings that I do not attend on public access channel 26.

Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)  
I am a highly engaged member of our community and I attend meeting to participate in the process of government. I also share relevant opportunities for our council to support the community.

List current occupation and related employment history: Currently, I am the executive director of a non-profit agency. My experience also includes: graduate level instructor of public policy and public finance; business owner and employer; operations manager; real estate broker. In addition to my employment, I have been actively involved in community organizations, boards, and commissions. I have been on the Tracy Planning Commission since 2009. PLEASE SEE ATTACHED RESUME



List related educational background: My relevant education includes: Master of Public Administration (2009), BA. Political Science (2002), training courses on ethics, sunshine laws, parliamentary procedures, and administrative law.

Describe your involvement in community activities, volunteer and civic organizations: I am continuously active in community service and leadership roles that are active as opposed to passive. I serve on boards and commissions that benefit the community at large. Please See Enclosed Resume (pages 3 and 4) for more details regarding civic experiences.

Why does a position on the City Council interest you? I love my community! Although I think that we are a strong community, I believe that we still have a lot of potential. I am interested in a more active role in helping sustain Tracy's future economic vitality and overall quality of life. My experience and education in public administration, along with track record as a problem solver and consensus builder, can help facilitate positive progress for Tracy. I am excited about an opportunity to align our policies and projects with desires of the community and our general plan.

What would be your personal approach as a Council Member in recommending policy, working with the other members of the Council, working with staff, etc.? I would be certain to carefully prepare to carry out any task on the council. I would also do necessary research so that my contributions are based on educated perspectives as opposed to personal preferences. My policy recommendations will be thoroughly researched and analyzed for potential benefits and impacts -intended or unintended. I handle all communications with staff, council, and others in a professional manner. Lastly, I would never allow disagreements to stall progress; they can be settled by majority vote and/or agreeing to disagree.

- I have attached optional additional materials (such as a resume, etc.)
- Form 700
- Nomination Paper

Signature \_\_\_\_\_ Date 12/20/2014

Rhodesia R. Ransom, MPA  
724 Billy F. Freeman Lane  
Tracy CA, 95377

Phone: 209-645-2012

Email: rhodesiaransom@gmail.com

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December 18, 2014

Council Members, City of Tracy  
333 Civic Center Plaza  
Tracy, CA 95376

Dearest Council Members,

It is my pleasure to submit an application for the current city council vacancy.

I have enclosed both my professional and civic service resumes, which highlight my experience and knowledge in the areas of public administration, public service, management, and community outreach.

My qualifications are a result of 20 years of successful experience wherein I have been known to: develop and execute complex business strategies; manage and work in regulated environments; and, organize and manage people, teams and or projects.

Throughout my career, I have continuously proven my overall dedication and commitment to success. Given my extensive background and commitment to our community, I believe that I can help meet our city's goals and objectives to improve the quality of life for residents and make our community an *even more* inviting place to live, work, and play.

I look forward to participating in the upcoming interview process to discuss my qualifications for the council vacancy in person.

Thank you in advance for your time and consideration.

Sincerely,

Rhodesia R. Ransom

Enclosures



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### **Executive Summary**

Dedicated and team-oriented community leader with a track record of developing collaborative relationships and innovative community programs. Known for producing maximum results with minimal capital. Skilled in the areas of program development and management; fundraising; policy analysis; conflict resolution; and, consensus building. Able to efficiently organize and manage teams, projects and deadlines. Additional relevant skills include:

- Experience working effectively and meeting objectives in non-profit and public service environments.
- Ability to organize non-profit, community, and political leaders around issues to accomplish goals.
- Ability to assess the impact of policy on goals and objectives.
- Extensive experience mitigating and resolving disputes.

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### **EDUCATION**

<b>2009</b>	<b>Master of Public Administration</b> <i>Inducted into Pi Alpha Alpha Honor Society</i>	Golden Gate University	San Francisco
<b>2002</b>	<b>Bachelor of Arts in Political Science</b>	San Francisco State University	San Francisco

### **CERTIFICATES & LICENCES**

- Mediation and Conflict Resolution
- Anger Management Facilitation
- California Real Estate Broker

### **EXPERIENCE**

#### **University of Phoenix, School of Criminal Justice**

*Adjunct Faculty*

**2010-Present**

- Responsible for preparing, instructing, and administrating graduate level courses in Public Administration, Public Policy, and Management for the university's School of Criminal Justice.
- Stimulated class involvement through real-life case studies and relevant projects.
- Ensured quality delivery of curriculum and supplemental learning materials, assessed student progress, and provided guidance and assistance with comprehensive projects and comprehension of course materials.

#### **Sow A Seed Community Foundation**

*Director*

**2009-2012**

- Responsible for managing internal controls and grants for a 501c(3) organization.
- Responsible for planning scope and direction for organizational growth.
- Developed and managed annual budget.
- Created partnerships for Gang Prevention and Public Safety with Tracy Unified School District and South County Fire Authority.
- Responsible for managing program development and coordination
- Cultivated relationships with community members and political leaders.
- Built volunteer network for the organization.
- Planned community events and workshops.
- Managed personnel and interns.

#### **Universal Finance**

*Personnel and Operations Manager (principal)*

**2002-2008**

- Overseer of operations for brokerage locations in California and Florida.
- Responsible for maintaining policies and procedures in accordance with federal, state and local regulations.

- Responsible for preparing, administering and monitoring annual budget.
- Prepared and monitored trend reports to identify areas of employee development.
- Responsible for training in the areas of: ethics, customer service, conflict resolution and industry awareness.
- Managed recruiting, evaluation and termination process.
- Managed company's annual compliance reports required for state and federal agencies.
- Managed payroll process and issues.
- Ensured quality, accuracy and ethics in all department transactions from initiation through completion.
- Managed community outreach efforts, developed and hosted community workshops for churches, organizations and residents.

**Providian Financial** (subsequently Washington Mutual)  
*(Worked in 3 capacities)*

**1997-2002**

***Project Manager***

- Responsible for identifying and managing projects to improve overall operations.
- Proposed and implemented automation of several processes which resulted in increased efficiencies and a financial savings of 40% department FTE.
- Wrote scripts and rebuttals for several departments, which resulted in decreased phone hours and fiscal savings.
- Led a business integration project that successfully merged three departments.
- Supervised numerous research projects that provided continuous feedback and suggestions to senior executives.
- Created trend reports to track customer concerns and used them to identify training tools and opportunities.

***Dispute Resolutions Manager***

- Managed 15 supervisors in an escalated/executive call center.
- Managed recruiting, evaluation, training and terminating of staff.
- Ensured that department supervisors had the tools needed to provide excellent customer service.
- Created a certification process that ensured supervisors possessed the expected skill levels for their position.
- Supplied staff with executive decisions.
- Created pilots that increased customer retention by properly handling dissatisfied customers.
- Diagnosed procedural and process failures and provided solutions.
- Responded to Media Inquiries.

***Customer Service Manager***

- Managed 12 customer services representatives for major credit card call center.
- Handled departmental HR responsibilities including interviewing, evaluating and terminating.
- Trained incoming department managers.
- Accountable for ensuring customer satisfaction with each team interaction.
- Coached representatives on how to meet individual goals.
- Managed team attendance and payroll concerns.
- Cross-trained representatives to prepare them for promotional opportunities.
- Consistently met and exceeded production and service goals.

**Unger & Associates**

**1993-1997**

***Team Manager***

- Responsible for supervising and training a team of successful debt collectors for the U.S. Department of Education.
- Prepared and conducted training classes.
- Completed monthly team evaluations.
- Created incentive programs.
- Negotiated and approved settlements.
- Prepared and reviewed schedules and attendance.
- Resolved customer complaints and disputes.

**-End-**

## CIVIC EXPERIENCE

- City of Tracy,** **2009 - Present**  
*Planning Commissioner*  
Responsible for co-facilitating public meetings and hearings, and representing the City of Tracy as one of five members authorized to prepare and recommend adoption, amendment, or repeal of the City's General Plan. Charged with making recommendations to the mayor, city council and city management regarding planning and zoning matters pursuant state and city laws.
- Deuel Vocational Institute (State Prison)** **2012 - Present**  
*Advisory Board Member*  
Appointed by California State Senator Lois Wolk as an advisory board member. The Board is responsible for overseeing and developing programs that improve the relationship between the prison and the local community.
- Tracy Joint Unified School District** **2010 - Present**  
*Bully Free School Advisory Committee*  
Appointed as an advisory board member of a committee responsible for developing and implementing the official Anti-Bullying Policy for the Tracy Joint Unified School District.
- Mediation Center of San Joaquin** **2010 - Present**  
*Family Mediator*  
Responsible for conducting family mediations as part of a rehabilitation program for at-risk youth and their families.
- San Joaquin County Civil Grand Jury** **2006 - 2008**  
*Vice-Foreperson/Member*  
Selected to represent San Joaquin County as a member of the 19 person investigative body providing oversight to governmental agencies. Reviewed and evaluated government procedures, methods and current systems to determine whether more efficient or economical programs were appropriate. Investigated charges of willful misconduct against public officials and public employees. Inspected detention centers and jails in the county and provided feedback regarding discoveries. Inspected and audited financial records for several agencies. Spoke for the Grand Jury in the absence of the Foreperson. Served on a 4-person editorial committee to review and approve reports before they are released to the public.
- Central Valley Association of Realtors** **2006-2007**  
*Grievance Committee Member*  
Served on a committee that reviewed unethical conduct complaints against Central Valley Realtors. Made recommendations for dismissal, resolution and or sanctions if necessary.
- Delta Sigma Theta Sorority, Inc** **2005-Present**  
*Chair, Social Action*  
Responsible for promoting activities that increase the membership's knowledge and active participation in current local and national social or political issues. Coordinated local voters registration drives, town hall meetings and Voters Rights Amendment Symposiums.

**Dr. Betty Shabazz Delta Academy**

**2005-2011**

*Program Coordinator*

Responsible for assessing the program needs of Delta Academy (mentoring program for at-risk young ladies age 11-14) and making suggestions for implementation. Coordinated and implemented bi-weekly programs that promoted leadership and high self esteem among the young women participants. Implemented an annual Young Women's Empowerment Conference that hosts workshops on relevant and age appropriate topics. Coordinated educational events including participation in a Math and Science Career Fair, College Expos and Campus Tours, and Delta's annual conferences on education, and the state of our youth. Implemented service learning opportunities such as opportunities for the young ladies to work with victims in the battered women's shelter.

**Tracy Performing Arts Foundation**

**2004-2005**

*Board Member*

Advisory Board member and fundraiser for non-profit organization that focuses on creating exposure to theater arts and entertainment for youth and adults in the Tracy, Ca. Participated in selection of scholarship recipients and made recommendations regarding projects.

**Aspire public schools**

**2003-2004**

*Founding Member of Hire and Higher Internship program*

Founding member of a work experience program for high school junior and seniors. High school students are paired with professionals in their areas of career interest. The students are concurrently enrolled in community college courses in the same area as the internship.



## INTERVIEW PROCESS SUMMARY

### **PROCESS:**

1. Council will divide questions among the Council and take turns asking applicants the questions;
2. Council will take oral responses on the day of the interview; no written responses;
3. A two minute Opening and Closing Statement will be allowed;
4. A two minute time limit will be given to answer each question;
5. No follow-up questions will be allowed;
6. Council will take a break after interviews are completed and before Council begins their discussion and Public comment period.

### **QUESTIONS: 26 MINUTES PER INTERVIEW: (2 MINUTES ALLOTTED PER QUESTION/STATEMENT):**

1. Opening Statement.
2. Why would you like to be appointed to serve on the City Council?
3. What expertise or experience do you bring to the Council?
4. What are your accomplishments in providing community service to the residents of Tracy?
5. How would you promote transparency and accountability as a member of the City Council?
6. What do you consider to be the top three most significant issues in our City right now?
7. What do you think should be changed in City government?
8. What is your understanding of Measure A?
9. What is your understanding of Development Agreements?
10. What role does public safety play in the quality of life in Tracy?
11. When Measure E expires, what should be done if annual expenses continue to exceed revenues?
12. In regards to Capital Improvement Projects, how would you establish your priorities?
13. Closing Statement.

### **VOTING PROCEDURE:**

The voting will be conducted in accordance with Section G of the City Council Policy on Filling City Council Vacancies. Because there are more than three applicants to interview, Section G2 applies as follows:

If three or more applicants exist:

- a. each City Council Member shall vote for two applicants; and
- b. all applicants receiving the least number of votes (including no votes) shall be eliminated; and
- c. subsequent votes shall be taken with each City Council Member voting for two applicants until one or two applicants remain; and

## INTERVIEW PROCESS SUMMARY

- d. each City Council Member shall then vote for one applicant and the applicant who receives a majority vote shall be appointed to fill the vacancy.

Additionally, based on the December 16, 2014 Council discussion, if no applicant receives the majority vote, Council will:

- a. Develop secondary questions to ask applicants;
- b. Continue the discussion until a majority vote is reached;
- c. If neither A or B results in the selection of an applicant, Council will call for a special election to fill the vacancy.

RESOLUTION 2015-

APPOINTING \_\_\_\_\_ TO FILL THE VACANCY ON THE CITY COUNCIL FOR THE REMAINDER OF THE UNEXPIRED TERM OF THE FORMER INCUMBENT WHICH EXPIRES IN NOVEMBER 2016

WHEREAS, There is a vacancy on the City Council following the City's general municipal election held on November 4, 2014, and the swearing in of Mayor Pro Tem Maciel as Tracy's new Mayor on December 2, 2014; and

WHEREAS, ON December 2, 2014, Council directed staff to solicit applications from interested citizens with a view to appointing a qualified applicant to fill the vacant City Council seat by appointment; and

WHEREAS, The vacancy was advertised in the Tracy Press on December 5, and December 12, 2014, and five (5) qualified applications were received by the December 22, 2014 deadline; and

WHEREAS, Interviews were conducted on January 6, 2015, and \_\_\_\_\_ received the majority vote.

NOW, THEREFORE BE IT RESOLVED, that \_\_\_\_\_ is hereby appointed to fill the vacant seat on the Tracy City Council for the remainder of the unexpired term of the former incumbent which expires in November 2016.

\* \* \* \* \*

The foregoing Resolution 2015- \_\_\_\_ was passed and adopted by the Tracy City Council on the 6<sup>th</sup> day of January 2015, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
INTERIM CITY CLERK