



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, April 16, 2024, 5:00 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: 2551 997 5320** 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 when prompted to provide an email address.
 - Join by phone by dialing +1-408-418-9388, enter 25519975320#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 two vacancies on the City of Tracy Planning Commission; (2) Conduct interviews of seven applicants for such vacancies; and (3) Upon conclusion of the interviews, appoint an applicant to fill each such vacancy and establish an eligibility list, if appropriate.
6. Council Items and Comments
7. Adjournment

Posting Date: April 11, 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 two vacancies on the City of Tracy Planning Commission; (2) Conduct interviews of seven applicants for such vacancies; and (3) Upon conclusion of the interviews, appoint an applicant to fill each such 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. Two vacancies exist, as of March 31, 2024, on the City of Tracy's (City) Planning Commission. On January 22, 2024, the City Clerk opened a recruitment to fill the two vacancies, and seven applications were received.

The Appointment Policy does not outline a specific manner in how the Council body should conduct the interviews. As this is the first implementation of the revised Appointment Policy, the City Council will, initially, 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.

On January 22, 2024, the City Clerk opened a recruitment to fill two vacancies on the Planning Commission, due to term expirations occurring on March 31, 2024, and seven applications were received.

ANALYSIS

A. Determining Interview Protocols

As noted above, this item is the first time the City Council will be implementing the revised Appointment Policy, which is why there are no existing protocols for how the body wishes to conduct the interviews. As the first steps, the City Council will need to discuss and establish interview protocols for the following:

- 1) Determine the interview questions to ask the applicants
- 2) Determine the amount of time allocated for each applicant to respond to the questions
- 3) Determine the order in which applicants will be interviewed
- 4) Determine the process and length of time for follow-up questions
- 5) Determine the length of time for Council discussion

The City has a list of 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 seven applicants and appointing of two candidates, is anticipated to be completed within the scheduled meeting time of 120 minutes. Based on this, below is a suggested process: Each Council Member asks one question (5 questions)
- 2 minutes for applicant to respond per question
- 10 minutes total per applicant
- 70 minutes to complete interviews
- Council discussion and appointment: 30 minutes

Following discussion, each Council Member will make an informal recommendation of specific candidates for the Mayor to consider as proposed appointees for appointment to the Planning Commission. Upon receiving the recommendations of the Council, the Mayor will propose two appointees to the Planning Commission, which shall be approved or disapproved, by majority vote, of the Council. The Mayor 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.

If the Council disapproves of appointees proposed by the Mayor the Mayor shall propose an alternate appointee, which shall be either approved or disapproved by the Council, by majority vote. The process shall continue until the vacancies on the Planning Commission are filled; the Mayor may elect to reopen the application process.

If there are more than two qualified candidates, 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 seven applications for the two vacancies on the Planning Commission. 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 two vacancies on the City of Tracy Planning Commission; (2) Conduct interviews of seven applicants for such vacancies; and (3) Upon conclusion of the interviews, appoint an applicant to fill each such 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

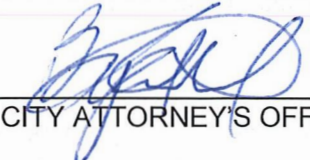
Attachments:

*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 Planning Commission

APPROVED AS TO FORM AND LEGALITY


CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION 2024-042

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,

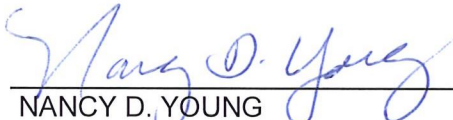
shall make ~~final~~ informal recommendations of specific candidates for the Mayor to consider as proposed appointees; and be it

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

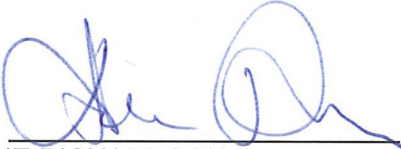
FURTHER RESOLVED: That the City Council authorizes the City Clerk to proceed with the process to fill vacancies as set forth in the newly amended Appointment Policy.

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)

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.

Planning Commission Suggested Interview Questions

1. Why do you want to be a member of the Planning Commission?
2. If you are selected for the Planning Commission, explain your understanding of the role and responsibilities you would have as a Commissioner. How familiar are you with the General Plan? Do you follow Tracy current events?
3. How do you feel about making a decision for the overall good of the community that may be unpopular with neighbors or organizations?
4. What will you do to foster teamwork and cooperation among the Commissioners? How would you handle a situation where a fellow commissioner is going beyond commission parameters?
5. Give an example of a time when you had to resolve a conflict or reach agreement with opposing groups and/or individuals. Is consensus important?
6. Describe your experience regarding decision making.
7. Is there anything you would like to add?

City of Tracy

Commission 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 26, 2024**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Commission Applying for: **Planning Commission**

Name:

Penning, Don

Last First M.I.
Telephone: _____ e Evening
Address _____ Zip
Email Address (Optional) _____

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? _____. If so, please explain. _____

NO

Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors or vendors? _____. If so, please explain. _____

NO

How many meetings have you attended of the Planning Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

I have been on the Planning Commission since September 19, 2023. Have NOT missed a meeting since I was appointed. To be a part of responsible growth, balancing all interests

List related educational background: _____

*Detailed scheduling and Planning from APICS. Studied at The Ohio State University
Fisher College of Business. Spent over 20 years scheduling and Planning for US Mint in SF.
Spent the last 6 months serving on the Planning Commission for Tracy, Ca*

List your current occupation and related employment history: _____

Please see attached resume

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

*For the last 3 years, volunteered at the Tracy Animal Shelter. Various outreach events
ranging from: Attending Tracy Chamber events, attending numerous City Council meetings,
working with city staff planners to better understand to growth of Tracy, attended multiple meet
and greets with elected city officials, attend multiple fundraising events, member of Grand Theater*

What particular area of responsibility on this Commission interests you? _____

*Being a reasonable & responsible voice for growth of Tracy. Good planning ensures the city
saves money, sets expectations, supports economic development, promotes public health,
encouraging environmental health. Balance growth between residential, commercial & infrastructure.*

What would be your personal approach as a Commission member in recommending policy, working with the Council, working with staff, etc.? _____

*Clear & Concise information provided to Council and staff. Understanding all sides of a conversation
before making any recommendations. Maintain a positive approach with Council & Staff.*

How many meetings have you attended of the Planning Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

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Clear & Concise information provided to Council and staff. Understanding all sides of a conversation

before making any recommendations. Maintain a positive approach with Council & Staff.

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 Commission 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

Have you ever assisted a client in obtaining any permit, license, or land use entitlement from the City? If so, please describe each instance.

NO

Have you ever assisted a client in challenging the City's issuance of any permit, license, land use entitlement, or environmental impact report or similar environment impact document (e.g. negative declaration, etc.)? If so, please describe each instance.


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?

I do not have a problem filing a form 700, currently there is one on file for me.

☒ I have attached proof of residency

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

Signature  Date 2-14-2024

This is a public document.

DON PENNING

HIGHLIGHTS

- Lean manager certified
- Inventory Management
- Operation Management
- Budgeting and Forecasting
- Procedure Development
- Staff Leadership and Development
- Resource Management
- Strategic and Financial Planning

EDUCATION

Lean Six Sigma Training, Denver, Colorado
Yellow Belt Certified, December 2015

Fisher College of Business at The Ohio State University, Columbus, Ohio
Lean Manager Certificate Program, December 2006

Los Positas, Livermore, Ca
Business Management, 1993-1996

EMPLOYMENT

June 2010 to
October 2023

United States Mint
San Francisco, California
Deputy Superintendent, GS 1101-15

- Manage silver and clad material budget of more than \$33 million
- Asset manager for \$7 million state of the art automated assembly lines
- Prepare and lead Annual Physical Inventory, Quarterly Physical Inventory, and A-123 Audits
- Develop, analyze, execute and manage a \$12.2 million divisional budget to cover wages, overtime, awards, benefits, packaging supplies, etc.
- Routinely monitor divisional spending to ensure compliance of budget parameters
- Estimate future financial needs of the organization, including capital spending for replacement and upgrades of equipment
- Participate in budget planning and forecasting
- Manage planning and manufacturing cost analyses for production yield, overtime, labor rate studies, and other cost activities
- Execute divisional short and long-term financial strategies
- Maintain financial security by following internal controls, enforcing adherence to financial legal requirements, and advising management on needed action
- Ensure financial records are maintained in compliance with accepted policies and procedures
- Plan, schedule and coordinate all packaging and coining production, appropriately utilizing manpower, machinery and material
- Plan and schedule material flow, ensuring adherence to quality control inspection parameters
- Coordinate changes in production requirements with subordinates
- Direct work operations through subordinate managers and supervisors
 - MPS Planning
 - Material MGMT

- Establish work sequence and lead-time of each operation to meet assigned production commitments
- Serve as Project Manager for Packaging Division special and process improvement projects
- Initiate the use of lean concepts and techniques to drive process improvements for increased efficiency and effectiveness
- Work closely with Procurement Office and Contracting Officer to assure adequate and complete requirements/specifications are used to solicit proper vendor service/support
- Write Statements of Work/Specifications and establish milestones
- Continually monitor service/support throughout the life of the project
- Ensure that contractors complies with all requirements of the statement of work, specifications, or performance work statement
- Provide technical direction to the contractor's technical manager that is within the scope of the contract

**Feb 2006
To June 2011**

United States Mint
San Francisco, California
Industrial Supervisor (Packaging), GS-1101-13/14

- Provided daily advise and technical assistance for automated packaging equipment
- New program design for manufacturability
- Prepared written and oral report outs
- Reviewed and analyzed inspection and production data to identify and isolate unsatisfactory trends
- Analyzed and investigated specific quality issues
- Recommended appropriate corrective actions
- Wrote Standard Operating Procedures
- Actively participated on Quality Improvement Teams and Studies to improve manufacturing methods and material processes

**Nov 2000
To Feb 2006**

United States Mint at San Francisco
San Francisco, California
Die Shop Supervisor, WS-5440-06

- Assigned daily work assignments by production priority
- Promoted safety, EEO, and outreach programs
- Key member is transition between PeopleSoft and Oracle manufacturing platforms
- Set up lean manufacturing methods to retrieve die manufacturing inventory
- Led Improvement Efficiency Team (SMED) team for die changeover

**Feb 1989
June 1995**

Alameda Naval Air Station
Alameda, California
Aircraft Engine Mechanic

**July 1984
To April 1988**

US Army
Aircraft Engine Mechanic

- Various location in USA and overseas
- Honorable discharge

To whom it may concern,

First and foremost, thank you for taking the time to review my application with the goal to continue my appointment to serve on the Planning Commission. I have been a resident of Tracy for 20 years and have recently retired from civil service from the US Government, specifically the US Mint. Prior to that, I spent a total of 6 years serving with the US Army and was honorably discharged.

I am heavily involved with various community leaders and attend city events as well as attending city council meetings. I would like to continue to serve as Planning Commissioner as a way to stay engaged in the growth of our city. My goal, if selected is to find that balance of growth between infrastructure, residential and commercial.

I am particularly drawn to the Planning Commission because it presents an opportunity to actively contribute to shaping the future of our community. I am committed to fostering open communication, listening to diverse perspectives, and making recommendations that prioritize the long-term interests of our community.

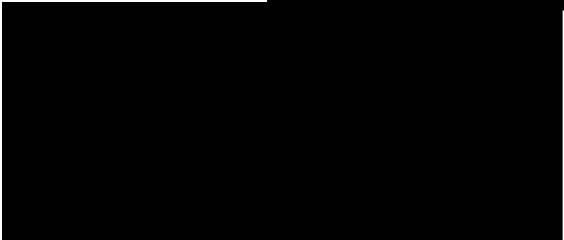
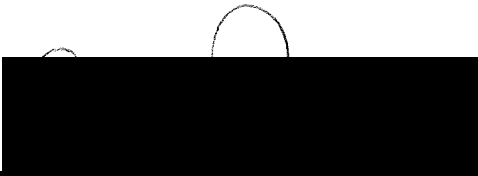
I have been serving on this commission since September 20, 2023 and have made significant contributions: Heavily involved with the Housing Element, recent approval of a new restaurant, approval of extending/adding on to the Islamic Society of Tracy structure to list a few.

I reach out to city staff members when I need clarification for agenda items that come through the Planning Commission. I have an extremely positive professional relationship with the four other planning commissioners which compliments my passion for community development.

Thank you for considering my application. I am eager to continue to contribute my skills, passion, and dedication to the Planning Commission.

Sincerely,

Don Penning



City of Tracy

Commission 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 26, 2024**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Commission Applying for: **Planning Commission**

Name: Atwal Gurtej S
Last First M.I.

Telephone: [REDACTED]

Address: [REDACTED]

Email Address [REDACTED]

Do you reside within the Tracy City Limits? **Yes**
Are you registered to vote at the above address? **Yes**
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***)

Question 1: Are you a current City of Tracy employee, official, contractor, or vendor? (Answer) **No.** If so, please explain.

Question 2: Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors, or vendors? (Answer) **No.** If so, please explain.

Question 3: How many meetings have you attended of the Planning Commission? Why did you attend the meeting(s) (i.e., personal interest, specific issue being addressed, etc.).

Answer 3:

I am serving on the City of Tracy Planning Commission since October 2, 2019. I have not missed a single City of Tracy Planning Commission meeting till date. I am deeply passionate about the future of our city and believe I can contribute significantly by joining the city planning commission. My diverse perspectives, combined with a strong sense of community responsibility, motivate me to advocate for thoughtful and inclusive development.

I attended the meetings to serve my community by leveraging my strengths and personal commitment. I have a background in engineering, infrastructure development, land use and zoning, subdivision, land management, transportation and infrastructure, environmental sustainability, housing and affordability, economic development, and project management.

Serving the Community:

- **Giving Back:** As a resident of the City of Tracy, I've directly experienced the city's strengths and challenges. By serving on the commission, I actively contribute to shaping a positive future for all residents.

- **Enhancing Community Well-being:** I deeply care about the diverse growth of the city. For example, balanced growth with affordable housing, green spaces, sustainable infrastructure, and a good road network. My involvement ensures these crucial aspects are considered in planning decisions.
- **Promoting Civic Engagement:** I believe in open communication and collaboration. As a commissioner, I actively engage with diverse community voices to make informed and inclusive decisions.

Leveraging My Strengths:

- **Diverse Background:** My educational background, work experience and many other relevant certifications that equips me with valuable skills and knowledge relevant to planning decisions.
- **Analytical Thinking:** I possess strong analytical and problem-solving abilities, allowing me to critically **evaluate** proposals and suggest effective solutions.
- **Creative Vision:** I am passionate about innovative and sustainable solutions that enhance the livability and functionality of our city.
- **Collaboration:** I believe in collaborative decision-making and effectively working with diverse stakeholders to reach consensus.

Personal Commitment:

- **Time Dedication:** I am committed to dedicating the necessary time and effort to fulfilling the responsibilities of a commissioner.
- **Open-mindedness:** I am open to diverse perspectives and willing to engage in constructive dialogue to reach the best outcomes.
- **Ethical Conduct:** I understand the importance of ethical behavior and upholding the commission's values.

In conclusion, my dedication to serving the community, combined with my relevant skills and collaborative spirit, make me a strong candidate for the city planning commission. I am confident that I can contribute positively to shaping a vibrant and sustainable future for our city.

Question 4: List related educational background.

Answer 4:

Education Background:

Educational Degrees:

1. Bachelor of Engineering: Electronics and Telecommunications
2. Master of Engineering: Electrical Engineering
3. MBA Major in Finance | California State University Hayward | CSU East Bay
4. Active Student | Master of Science in Transportation Management | San Jose State University

Professional Certifications:

5. Certification: Legal Aspects of Real Estate | Course Length: 45 hours
6. Certification: Real Estate Practice | Course Length: 45 hours
7. Certification: Real Estate Principles | Course Length: 45 hours

Skills Covered: General Plan, Specific Plans, Zoning and Subdivision Maps, Land Use and Zoning, Capital Improvement Plans, Land acquisitions, CEQA, Contract Law, Property Law, Agency Law, Real Estate Finance, California Real Estate Law, Fair Housing Laws, Consumer Protection Laws,

Environmental Laws, Real Estate Practice & Disclosure, Property Ownership & Land Use, Property Valuation & Financial Analysis, Transfer of Property, Real Estate Finance, Environmental Issues, Laws of agency and fiduciary duties, Real estate disclosures, Problem-solving and critical thinking, Professional conducts, Ethical Conducts

8. Took American Institute of Certified Planners, AICP certification test
9. Member American Planning Association (APA)
10. Certification: Data Analysis: Forecasting

Skills Covered: Gained a comprehensive understanding of planning theory, history, and ethics, deepened my knowledge of California's specific planning context, strengthened my skills in planning analysis and research, enhanced my ability to think critically and solve problems, learned effective collaboration and conflict resolution techniques, gained exposure to diverse planning perspectives and approaches, can contribute to the advancement of planning practice in City of Tracy.

11. Certification: Project Management Professionals (PMP) certification
12. Certification: Management: Top Tips
13. Certification: Project Management Foundations
14. Certification: Project Management Simplified
15. Certification: Microsoft Project Step by Step: Planning for Successful Project Management | Skills Covered: Project Management, Microsoft Project
16. Certification: Project Management Foundations: Schedules | Skills Covered: Project Scheduling
17. Certification: Business Collaboration in the Modern Workplace
18. Certification: Solving Business Problems | Skills Covered: Problem Solving

Skills Covered: Project management processes, initiation, planning, executing, monitoring, controlling, closing and their associated processes within each group. Familiarized myself with the key inputs, tools, techniques, and outputs of each process of effectively managing projects. Leant professional and social aspects, leadership and team management, ethics, and professional conduct.

19. Certification: Lean Six Sigma White Belt
20. Certification: Lean Six Sigma Yellow Belt
21. Certification: Lean Six Sigma Green Belt
22. Certification: Lean Six Sigma Black Belt

Skills Covered: Acquired knowledge and skills across two key areas: Lean principles and Six Sigma methodology. Learned principles for identifying and eliminating waste, process improvement, customer focus, learned about voice of customer (VOC) technique and how to translate customer needs into actionable insights, teamwork, and collaboration, understood the importance of teamwork and collaboration in process improvement initiatives, Learnt DMAIC cycle, mastered the Define, Measure, Analyze, Improve and Control cycle, the core framework for Six Sigma Projects. Leant Statistical tools and analysis, learnt statistical tools like histograms, pareto charts, control charts, and hypothesis testing for data analysis and problem identification, Project Management, understood project management principles like scope definition, risk assessment, resource allocation, and project documentation, Measurement and performance metrics, learnt how to measure process performance using various metric like defects per million opportunities (DPMO) and sigma level, Specific tools and techniques, learnt specific tools like Design of Experiments (DOE) and Failure Mode and Effects Analysis (FMEA), learnt Industry-specific applications, learnt Soft skills, effective communication, problem-solving, and leadership skills.

23. Certification: Cisco Certified Network Associate certification (CCNA)
24. Certification: Cisco Certified Specialist – Security Core
25. Certification: Certified on Ethernet and TCP/IP Fundamentals
26. Certification: Certified on Advanced IPv4 Networks/Protocols

Skills Covered: Learned a strong foundation in networking fundamentals and advanced security principles.

27. Certification: Passed California Basic Education Skills Test (CBEST)

Learning: Practiced and learnt Critical thinking by analyzing evidence, drawing conclusions and identity purpose. Improved reading, vocabulary, grammar, and mechanics, learnt clear and concise writing, developed skills to identify and correct errors, learned mathematical skills.

28. Certification: Traffic Mobility Academy at Division of Traffic Operations, California Department of Transportation

Skills Covered: Focusing on System completion and expansion, Operational Improvements, Intelligent Transportation Systems, Transfer Information, Traffic control Incident Management, Smart Land Use Demand Management, Value Pricing, Maintenance and Preservation, System Monitoring and Evaluation.

29. Certification: Introduction to ESG: Environmental, Social, and Governance (ESG)

30. Certification: Climate Change: A Top Environmental, Social and Governance (ESG) Concern

31. Certification: Green Building Concepts Foundations

32. Certification: Sustainability Foundations: Core Concepts | **Skills Covered:** Environmental Sustainability

33. Certification: Learning Design for Sustainability | **Skills Covered:** Sustainable Design

Skills Covered: Green Building, Environmental Sustainability, Sustainable Design, Sustainable Business Strategies, Climate Change Mitigation, Environmental, Social and Governance (ESG). Climate change, Understood the science, impacts and mitigations strategies. Resource management, efficient use of water, energy, and other resources. Pollution control and waste management, minimizing environmental impact and promoting circular economy principles.

34. Certification: Getting Started in Construction Management | **Skills Covered:** Building Information Modeling (BIM), Construction Management, Construction Safety | **Course Length:** 9 hours

35. Certification: Procore Construction Management Professional Certification | **Skills Covered:** Construction Drawings, Construction Management, Construction Safety | **Course Length:** 13 hours

36. Certification: Practical Engineering | **Skills Covered:** Engineering | **Course Length:** 6 hours

37. Certification: Construction Industry: Going Digital in the Field | **Skills Covered:** Construction Drawings, Construction Technology | **Course Length:** 2 hours

38. Certification: Construction Management Foundations

39. Certification: Learning Infrastructure for Developers

Skills Covered: Construction Management, Construction Fundamentals, gained clear understanding of construction material, methods, and processes. Construction Mathematics, math skills in areas like estimation, project cost calculations, scheduling, and material calculations. Construction Codes and Regulations, familiarized with relevant building codes and safety regulations that govern construction projects in the state of California. Contracts and Specifications understood how contracts are structured and interpreted and learned how to read and analyze construction specifications. Project Management Fundamentals, Gained knowledge of project management, planning, scheduling, budgeting, resource allocation risk management, and quality control. Estimation and Bidding, learned how to estimate costs, resources and timelines for construction projects, and understand the bidding process. Scheduling and planning developed skills in developing project schedules, Gantt charts, and critical path methods. Safety and Risk Management, understood safety protocols, hazard identification, accident prevention, and risk management strategies. Communication and Leadership, honed communication skills to effectively collaborate with stakeholders, subcontractors, and workers. Developed leadership skills to motivate and manage teams. Technology and Software, feminized with construction management software like project management tools, estimation software, BIM Building Information Modelling, and communication platforms.

40. Certification: Cognitive Cities and the Future of Urban Living | **Skills Covered:** Urban Planning

41. Certification: Smart Cities: Solving Urban Problems Using Technology | Skills Covered: Technology Education, Urban Planning, Smart Cities
42. Certification: RAD Lab: Revitalizing the City Block: Skills Covered: Urban Design
43. Certification: Smarter Cities: Using Data to Drive Urban Innovation | Skills Covered: Data-driven Decision Making, Urban Planning, Smart Cities
44. Certification: Strategic Planning and Urban Design Foundations | Skills Covered: Urban Design
45. Certification: Urbanized | Skills Covered: Urban Design | Course Length: 2.5 hours
46. Certification: Drawing Foundations: Urban Sketching | Skills Covered: Sketching, Drawing | Course Length: 3.5 hours
47. Certification: Autodesk Infra-Works 2019 Essential Training | Skills Covered: Autodesk Infra-Works | Course Length: 4 hours
48. Certification: Design Thinking, Social Innovation, and Complex Systems | Skills Covered: Design Thinking, Sustainability, Social Innovation
49. Certification: Design Thinking: Prototyping
50. Certification: Design Thinking: Venture Design
51. Certification: Design Thinking: Implementing the Process | Course Length: 1 hour
52. Certification: Learning Design Thinking: Lead Change in Your Organization | 2 hours
53. Certification: Civil Engineering Computer Aided Design (CAD) Design | Course Length: 28 hours

Skills Covered: Urban Planning, Technology Education, Smart Cities, Urban Design, Data-driven decision making, Urban Sketching. Urban Planning Principles, understood the principles and processes of planning cities and communities, including zoning, land use, transportation, infrastructure, and environmental sustainability. Site Analysis and Design, gained skills in analyzing physical and social characteristics of sites, understanding microclimates, and applying design principles to create functional and aesthetically pleasing spaces. Urban Design History and Theory, learnt about the history of urban design, key movements, and theorists, and how they shaped current practices. Technical Skills developed proficiency in software used for design and analysis, such as CAD, GIS, and 3D modeling tools. Transportation Planning understood different transportation modes, user needs, and principles for designing walkable, bikeable, and transit-oriented communities. Public Space Design, learnt about principles and best practices for designing parks, plazas, streetscapes, and other public spaces that support diverse uses and foster community interaction. Urban Housing understood the need for diverse and affordable housing options, different housing typologies, and design considerations for healthy and livable homes. Sustainable Design, gained knowledge about sustainable urban design principles, including green infrastructure, energy efficiency and climate change adaptation strategies.

54. Certification: Improve Your Teamwork Skills | Skills Covered: Workplace Relation, Teamwork | Course Length: 7 hours
55. Certification: Teamwork Foundations | Skills Covered: Teamwork | Course Length: 2 hours
56. Certification: Teamwork Foundations | Skills Covered: Teamwork | Course Length: 1.5 hour
57. Certification: Multipliers: How the Best Leaders Make Everyone Smarter | Skills Covered: Leadership | Course Length: 1 hour
58. Certification: Nano Tips for Building Soft Skills | Skills Covered: Soft Skills
59. Certification: Collaboration Principles and Process | Skills Covered: Team Collaboration | Course Length: 1 hour
60. Certification: Effective Collaboration Across Teams | Skills Covered: Cross-team Collaboration | Course Length: 1 hour
61. Certification: Creating a Culture of Collaboration | Skills Covered: Collaborative Leadership
62. Certification: Increasing Collaboration on Your Team | Skills Covered: Team Leadership | Course Length: 1 hour
63. Certification: Essentials of Team Collaboration | Skills Covered: Team Collaboration

Skills Covered: Learned importance and benefit of teamwork. What makes a good team, key characteristics of effective teams, with shared vision, clear roles, open communication, and trust. Learn common challenges faced by teams, how to identify and overcome challenges like conflict, groupthink, increase motivation. Characteristics of a great team player, essential skills, and behaviors for being a valuable member of a team. Strategies for improving teamwork, practical tips and

techniques for building trust, communicating effectively, resolving conflict, and achieving goals together.

- 64. Certification: Communication Foundations (2018)
- 65. Certification: Communication Foundations
- 66. Certification: Leading Productive Meetings
- 67. Certification: Managing Meetings
- 68. Certification: Meeting Facilitation
- 69. Certification: How to Stop Wasting Time in Meetings
- 70. Certification: Create and Deliver Standout Technical Presentations
- 71. Certification: Creating and Giving Business Presentations
- 72. Certification: Presenting Technical Information with Stories

Skills Covered: Effective writing and speaking, including the ability to write clear, concise, and persuasive messages, as well as to speak confidently and engagingly. Active listening, ability to pay attention to what others are saying. Nonverbal communication, including body language, facial expressions, tone to effectively communicate messages. Meeting planning and facilitation, Includes the ability to set clear goals for meeting, develop agendas, keep track, and ensure everyone gets an opportunity to participate. Conflict resolution includes the ability to identify and address conflict in a constructive way. Learned the latest communication technologies, different communication styles, understanding how to communicate effectively with people from different cultures and backgrounds. Legal and ethical aspects of communication, including understanding the laws and regulations that apply to communication.

- 73. Certification: Constructive Candor: Important Conversations with Coworkers, Family, and Friends | Skills Covered: Interpersonal Communication | Course Length: 1.5 hour
- 74. Certification: Confronting Bias: Thriving Across Our Differences | Skills Covered: Unconscious Bias Awareness Training, Diversity & Inclusion | Course Length: 1 hour
- 75. Certification: Working with Difficult People | Skills Covered: Teamwork, Interpersonal Communication | Course Length: 2 hours

Skills Covered: Identifying personality types and triggers. Communication breakdowns, pitfalls, skills on communication. Assertiveness and setting boundaries, communicating with clarity. De-escalation techniques, skills to calm intense situations, manage own emotions, guide productive conversations. Active listening and empathy. Conflict resolution approaches, negotiation, and compromise. Adaptability and problem-solving.

- 76. Certification: Critical Thinking for Better Judgement and Decision-Making | Skills Covered: Critical Thinking, Decision-Making | Course Length: 1.5 hour
- 77. Certification: Develop Critical Thinking, Decision-Making, and Problem-Solving Skills Covered: Problem Solving, Critical Thinking, Decision-Making | Course Length: 4.5 hours
- 78. Certification: Multipliers: Build Your Logical Thinking Skills | Skills Covered: Logical Reasoning | Course Length: 1 hour
- 79. Certification: Developing a Critical Thinking Mindset | Skills Covered: Critical Thinking | Course Length: 1 hour
- 80. Certification: Critical Thinking for Better Judgement and Decision-Making | Skills Covered: Critical Thinking, Decision-Making | Course Length: 1 hour
- 81. Certification: Using Questions to Foster Critical Thinking and Curiosity | Skills Covered: Critical Thinking | Course Length: 0.5 hour
- 82. Certification: Problem-Solving Techniques | Skills Covered: Problem Solving, Logical Reasoning | Course Length: 1.5 hour
- 83. Certification: Customer Service: Problem-Solving and Troubleshooting | Skills Covered: Troubleshooting, Problem Solving, Customer Service
- 84. Certification: Navigating Ambiguity | Skills Covered: Problem Solving, Critical Thinking | Course Length: 1 hour
- 85. Certification: Reframing: The Power of Changing Your Perspective | Skills Covered: Critical Thinking | Course Length: 1 hour

- 86. Certification: Strategic Thinking Tips to Solve Problems and Innovate | Skills Covered: Strategic Thinking, Problem Solving
- 87. Certification: Strategic Thinking | Skills Covered: Strategic Thinking
- 88. Certification: Confronting Bias: Thriving Across Our Differences
- 89. Certification: Confronting Bias: Thriving Across Our Differences
- 90. Certification: Learning Brainstorming
- 91. Certification: Advance Your Career as an Individual Contributor | Skills Covered: Teamwork, Professional Communication, Leadership | Course Length: 7 hours

Skills Covered: Analyzing information, deconstructing claims, identifying evidence, evaluating sources, recognizing bias, and understanding logical fallacies. Problem-solving, defining problems, generating solutions, evaluating them critically, and choosing the most effective option. Argumentation, constructing sound arguments, identifying weaknesses in others' arguments, and engaging in civil debate. Decision-making, weighing evidence, considering multiple perspectives, and making informed choices based on reason and logic. Metacognition, reflecting on your own thinking processes, identifying biases, and improving your learning strategies.

Question 5: List your current occupation and related employment history.

Answer 5:

Army Reserves:

Application is in progress to join US Army Reserves in the Electrical Engineering Domain. If I get an opportunity to join, I will learn skills related to my chosen specialty. Self-reliance and discipline, I will learn to operate independently in challenging situations, fostering self-reliance and discipline. Confidence and teamwork, will gain confidence in your abilities and learn to work effectively within a team, building strong bonds with your fellow soldiers. Adaptability and resilience will adapt to new situations and overcome challenges, building resilience and resourcefulness. Patriotism and service will develop a deeper understanding of national service and the values it represents. Leadership will have opportunities to develop leadership skills through training and experience, building confidence and motivating others.

California Department of Transportation (2016 to Present):

From the past 8 years working in the Engineering Department with the Department of Transportation. My primary focus at work is to develop at Intelligent Transportation System. **Deepening on my understanding of engineering discipline and management skills** civil, structural, transportation, electrical engineering field, gaining in-depth knowledge and practical experience through real-world projects. Caltrans deals with a vast infrastructure network, from highways and bridges to public buildings and railways, providing a hands-on learning environment. **Mastered industry-specific tools and technologies**, learning to utilize specialized software, design tools, and construction techniques used in transportation infrastructure projects. Involving using software for traffic modeling, design, analysis. **Stay updated on the latest advancements**, Caltrans is constantly innovating and incorporating new technologies into its projects. Have the opportunity to learn about and potentially work with cutting-edge solutions in areas like sustainable materials, smart transportation systems, and earthquake engineering. **Project Management and Teamwork, developing strong project management skills**, Involved in various stages of projects, from planning and design to construction and maintenance. This experience equips with skills in budgeting, scheduling, risk management, and stakeholder communication. **Collaborate effectively in a team environment**, Caltrans projects involve collaboration with diverse teams, including other engineers, architects, contractors, and public agencies. Learning to communicate clearly, delegating tasks effectively, and working towards common goals. **Gain leadership experience:** Depending on your role and seniority, you may have opportunities to lead teams or projects, honing your leadership skills and gaining valuable experience in motivating and guiding others. **Communication and Public Service, refine your communication skills**, Interact with a variety of

stakeholders, from the public to government officials. This necessitates clear, concise, and professional communication, both written and verbal. **Develop an understanding of public service:** as a Caltrans engineer, contributing to the vital infrastructure that keeps California moving. This experience instills a strong sense of public service and the impact my work has on communities. **Learning to navigate public policy and regulations:** Transportation projects involve complex regulations and public policy considerations. Gaining insights into these aspects and how they influence engineering decisions.

Telecommunication | Qualcomm | Project Management (2005 to 2016):

An engineering role in chipset development at Qualcomm offered a rich learning experience across various aspects. **Technical Skills: Deep dive into specific areas:** Delved deeply into areas like digital design, analog design, verification, layout, or software development related to chipsets. This includes mastering industry-standard tools and methodologies. **Understanding complex systems:** Gained in-depth knowledge of how different components within a chipset interact and contribute to the overall functionality, including processors, memories, modems, and more. **Staying ahead of the curve:** Qualcomm is at the forefront of chip technology, so has exposure to cutting-edge advancements in areas like AI, 5G, and power efficiency. **Software and Tools: Advanced design and simulation tools:** Mastered industry-leading tools like EDA software for design, simulation, and verification of complex chip designs. **Programming languages and frameworks:** Learnt and used languages like C, C++, Python, or Verilog, along with specialized frameworks for chip development. **Process and Methodology: Agile development:** Agile methodologies are heavily employed at Qualcomm, so learnt to work in fast-paced environments with close collaboration and iterative development cycles. **Quality and testing:** Stringent quality assurance and testing procedures are crucial in chip development, so learnt best practices for design for manufacturability, test methodologies, and failure analysis. **Project management:** Developed skills in project management, working within deadlines and budgets, collaborating with cross-functional teams, and managing project risks. **Soft Skills: Communication and collaboration:** Effective communication and collaboration across various teams, including engineers, designers, and product managers, are critical for successful chip development. **Problem-solving and critical thinking:** Encounter complex technical challenges requiring innovative solutions and critical thinking skills. **Time management and organization:** The fast-paced environment demands strong time management and organizational skills to meet deadlines and deliver high-quality work. **Industry insights:** Gained valuable insights into the mobile chipset industry, market trends, and future directions of technology. **Networking opportunities:** Working at Qualcomm will connect with talented engineers, industry experts, and potential mentors, expanding your professional network. **Global exposure:** Qualcomm operates globally, so has opportunities to collaborate with international teams and gain exposure to diverse work cultures.

Question 6: Describe your involvement in community activities, volunteer, and civic organizations.

Answer 6:

City of Tracy Planning Commission:

Serving on City of Tracy Planning Commission from Oct 02, 2019. Till date, I have not missed a single planning commission meeting. I always went well prepared for the meetings, played a meaningful role serving on the commission. I always respected the opportunity given to me and took it seriously. Regardless of the length of agenda item documents, I always make sure I have read each and every page of agenda item to do justice to my role. Volunteering as Tracy city planning commissioner is a great learning experience, allowing me to contribute to shaping the future of my community. Here are some of the things I do in this role. **Shape Development: Review and make recommendations on development proposals:** This includes evaluating how proposed projects align with the city's comprehensive plan, zoning regulations, and community needs. **Participate in public hearings and meetings:** Listen to concerns from residents, developers, and other stakeholders, then weigh them against the proposed development's potential benefits and drawbacks. **Help ensure balanced development:** Advocate for sustainable, equitable, and inclusive development that caters to the needs of all community members. **Guide Long-Term Vision: Contribute to updating the city's**

comprehensive plan: This document outlines the long-term vision for the city's growth and development, including land use, infrastructure, and environmental protection. **Identify and address community challenges:** Analyze data and trends to understand the city's needs and opportunities, such as affordable housing, transportation, and environmental concerns. **Develop policies and regulations:** Create guidelines for future development based on the community's goals and priorities. **Engage with the Community: Attend community meetings and events:** Stay informed about residents' concerns and priorities to ensure the decisions reflect their needs. **Advocate for citizen participation:** Promote open and transparent communication between the planning commission and the community. **Educate the public about planning issues:** Help residents understand the planning process and its impact on our community. **Develop Skills: Gain valuable knowledge:** Learn about city planning principles, zoning regulations, environmental protection, and community development. **Develop critical thinking and analytical skills:** Evaluate complex proposals, weigh various perspectives, and make informed decisions. **Improve communication and collaboration skills:** Work effectively with other commissioners, government officials, and the public. **Making a real difference in our community:** Always watchful that the decisions directly impact the future of our city and the lives of its residents. **Learn skills:** The skills beneficial in various fields, from urban planning to public policy. **Time commitment:** I attend all the regular meetings and review materials, potentially demanding several hours per week. **Open-mindedness and objectivity:** I always consider diverse perspectives and make decisions based on facts and evidence, not personal opinions. **Dealing with conflicting interests:** I always balance developer needs with community concerns, by careful consideration and ethical decision-making. Overall, volunteering as a city planning commissioner offers a unique opportunity to contribute to our community's well-being, learn valuable skills, and make a lasting impact. I am passionate about shaping the future of our city and making a positive difference.

Tracy Chamber of Commerce:

On board of Tracy Chamber of Commerce for more than two years. **Making a Positive Impact: Contribute to community development:** Playing a key role in shaping the economic landscape of our city by supporting initiatives that attract businesses, create jobs, and improve the quality of life for residents. **Connecting businesses and organizations:** Facilitate collaboration and partnerships between businesses and organizations, fostering a more connected and thriving community. **Promoting local events and initiatives:** Help raise awareness and support for local events, festivals, and initiatives that enrich the community. **Advocacy and policy:** Represent the interests of businesses and the community on issues impacting economic development, job creation, and public policy. Gaining insights into local government and legislative processes. **Fundraising and event management:** Contribute to fundraising efforts and participate in organizing events that benefit the Chamber and the community. Learning valuable skills in resource management and event planning. **Time commitment:** Attending all the meetings. Serving on the board requires a significant time commitment, including attending meetings, participating in committees, and fulfilling various responsibilities. **Giving back to our community:** Making a meaningful contribution to our city and creating a positive impact on the lives of others. **Gaining personal satisfaction:** Experiencing the satisfaction of making a difference and contributing to the betterment of our community. **Leadership and governance:** Participating in strategic planning, decision-making, and setting the direction for the Chamber. Developing strong leadership skills through collaborating with fellow board members and leading initiatives. **Serving on the board of Tracy City Chamber of Commerce is a fulfilling and enriching experience, offering valuable learning, and the opportunity to make a positive impact on our community.**

Volunteering STEM Teaching:

TUSD Substitute Teaching: Passed California Basic Education Skills Test (CBEST). Application in progress to volunteer with TUSD to encourage kids towards STEM education.

Tracy Khalsa School | STEM Teacher:

Here are some ways I am adding value in teaching STEM at Tracy Khalsa School: **Focusing on deeper**

learning: Moving beyond rote memorization: Encouraging students to understand concepts and apply them to real-world problems. Using project-based learning, inquiry-based learning, and problem-solving activities. **Connecting STEM to other subjects:** Showing how STEM concepts are relevant to history, literature, art, and even everyday life. This helps students see the bigger picture and develop critical thinking skills. **Encouraging curiosity and exploration:** Creating a culture of questioning and wonder in your classroom. Letting students experiment, making mistakes, and learning from them. **Making it engage and fun: Using hands-on activities:** Letting students build things, doing experiments, and interacting with the material in a meaningful way. This keeps them engaged and helps them learn more effectively. **Incorporating technology:** Using tools like simulations, virtual labs, and educational games to make learning more interactive and enjoyable. **Tell stories and use humor:** Making STEM relatable and exciting by sharing stories about scientists and engineers and using humor to connect with students. **Recognizing that students have different learning styles and needs.** Using a variety of teaching methods and providing different pathways for students to learn and demonstrate their understanding. **Creating a supportive and inclusive learning environment:** Encouraging collaboration and teamwork and making sure all students feel valued and respected. **Partnering with other teachers and professionals:** Collaborating with other STEM teachers, librarians, and community experts to bring diverse perspectives and expertise into your classroom. **Showing my passion for STEM:** Sharing my enthusiasm for the subject and being a lifelong learner myself. This inspires and motivates my students. **Connecting with students on a personal level:** Getting to know my students' interests and goals and helping them see how STEM can be relevant to their lives. **Being reflective and adaptable:** Always looking for ways to improve my teaching practice and adapting to the needs of my students. **Using data to inform my instruction:** Tracking student progress and using data to identify areas where they need the most support. **Advocating for STEM education:** Talking to administrators, parents, and community members about the importance of STEM education and the need for resources. **Staying up to date on the latest trends in STEM education:** Attending conferences, workshops, and reading professional development books and articles.

By incorporating these strategies, I create a positive learning environment where students are excited to learn and develop the skills they need to succeed in a STEM-driven world. I am always passionate, creative, and dedicated to my students' success.

Veterans:

I am from 4th Generation Military Family. My family has many decorated soldiers. That's why I am always trying to serve my country, serve my community. I am moving towards joining the US Army as Reserves.

I am very much engaged in volunteering with veterans. **Companionship and social interaction:** I visit veterans in hospitals, community centers to offer companionship, conversation, and a friendly ear. Assist combat loneliness and social isolation, which are common challenges for veterans. **Assistance with daily tasks:** Help veterans with errands, grocery shopping, transportation, or minor home repairs. This helps maintain their independence and well-being. **Mentorship and career guidance:** Sharing my professional experience and offering guidance to veterans transitioning back to civilian life. This helps them navigate the job market and build successful careers. **Recreational activities:** Organize or participate in recreational activities like sports, outings, or arts and crafts. This promotes physical and mental health, while fostering a sense of community. **Assist with paperwork and benefits:** Helping veterans navigate the complex VA system and access the benefits they deserve. This is a daunting task, and my assistance adds value. **Fundraising and community events:** Organize or volunteer at fundraising events to support veterans' organizations and programs. This raises awareness and resources for important causes. **Public education and outreach:** Sharing my experience volunteering with veterans. This helps raise awareness and understanding of the issues veterans face. **Utilize my professional skills: Technology and communication:** Assist veterans with learning new technologies or navigating online resources. This helps them stay connected and access important information.

Management Institute San Francisco Bay Area Chapter:

I am a founding member of Sikhs of Tracy, a volunteering platform to add value towards our society in the City of Tracy. I am an Executive member of Genco Bay Area Charitable Organization; registered non-profit organization. Founder member of Meet the Professional volunteering organization. We conduct year around initiatives to bring inclusiveness in our society. The Sikhs of Tracy and Genco Bay Area Charitable Organization play a vital role in enhancing the lives of residents and adding value to the city in numerous ways. Here are some key areas: **Addressing unmet needs:** Filling gaps in services, providing monthly food pantries to needy. Offering educational programs for disadvantaged youth to organize events that promote community engagement. **Advocating and social change:** Strong advocate for marginalized communities and work towards positive social change. Raise awareness about important issues, work towards taking efforts to spread information. **Building community and fostering connections:** Serving as hubs for community building, organizing events, activities, and programs that bring people together. This fosters a sense of belonging, reduces social isolation, and strengthens the social fabric of the city. **Promoting economic development:** Focus on economic development initiatives, such as providing mentorship to school, college students. **Preserving cultural heritage and the environment:** Participate in tree plantation efforts, raising awareness about their importance and ensuring their sustainability. **Innovation and experimentation:** Work to find innovative solutions to complex social problems. Pilot new programs, test different approaches, and share their learnings with others, contributing to positive change across the city. **Building bridges between different communities:** Facilitate dialogue and understanding between diverse groups, promoting social cohesion. **Empowering individuals and communities:** Providing tools, resources, and support to help individuals and communities thrive. Playing a crucial role in making our city more vibrant, equitable, and livable for everyone.

Question 7: What particular area of responsibility on this Commission interests you?

Answer 7:

The areas of responsibility that I lean on City Planning Commission are Land Use and Zoning, Transportation and Infrastructure, Environmental Sustainability, Housing and Affordability, Economic Development, Historic Preservation and Community Character, Public Engagement and Outreach.

Determining the single "most important" responsibility of a city planning commission is challenging because each plays a crucial role in shaping the city's future and impacting society in different ways. I pay full attention to all areas, I work dedicatedly to gain knowledge on all the skills to make full justice to all the aspect; as based on learning as a planning commissioner with the City of Tracy; a well-functioning city planning commission requires effective collaboration and commitment to all these areas, maximizing its positive impact on society as a whole. Based on my understanding here's a breakdown of key responsibilities and their societal impact:

Developing the Comprehensive Plan:

- **Impact:** Sets the long-term vision and goals for the city's development, guiding land use, infrastructure, and growth. This impacts everyone's quality of life by shaping housing options, transportation access, economic opportunities, and environmental sustainability.
- **Why important:** Lays the foundation for all other planning decisions and ensures development aligns with community needs and aspirations.

Zoning and Land Use Regulations:

- **Impact:** Determines how land can be used (residential, commercial, industrial, etc.), influencing housing affordability, economic development, and community character.
- **Why important:** Directly shapes the physical makeup of the city, impacting everyone's access to essential services, amenities, and job opportunities.

Reviewing Development Proposals:

- **Impact:** Ensures proposed projects align with the comprehensive plan and zoning regulations, influencing the quality of new development and its impact on surrounding areas.
- **Why important:** Protects existing communities from incompatible development and ensures new projects contribute positively to the city's fabric.

Public engagement and outreach:

- **Impact:** Fosters community participation in shaping the city's future, ensuring diverse perspectives are considered and decisions reflect community needs.
- **Why important:** Promotes transparency, accountability, and social equity in planning decisions, contributing to a more inclusive and responsive city government.

Ultimately, the "most important" responsibility depends on the specific community's needs and priorities. In the City of Tracy, we are facing rapid growth, focusing on the comprehensive plan is crucial. In our struggle with affordable housing; land use regulations have equal importance. As serving on the planning commission I always felt that it's crucial to understand the interconnectedness of these responsibilities and how they collectively influence the city's development and well-being.

I always remember, a well-functioning city planning commission requires effective collaboration and commitment to all these areas, maximizing its positive impact on society as a whole.

Question 8: What would be your personal approach as a Commission member in recommending policy, working with the Council, working with staff, etc.?

Answer 8:

As a City Planning Commission member, my role is crucial in shaping the future of my city. My personal approach as a Commission member in recommending policy, working with Council, working with Staff is:

Recommending Policy:

- **Data-driven decisions:** I base my recommendations on thorough research, data analysis, and expert advice. I consider diverse perspectives and potential impacts before reaching conclusions.
- **Alignment with the Comprehensive Plan:** I ensure my recommendations align with the city's long-term vision and goals outlined in the Comprehensive Plan.
- **Clarity and conciseness:** I present my recommendations clearly and concisely, highlighting key benefits and addressing potential concerns.
- **Flexibility and open-mindedness:** Open to feedback and willing to adapt my recommendations based on constructive discussions.

Working with the Council:

- **Build relationships:** I establish respectful and professional relationships with council members. Foster open communication and understanding of individual perspectives.
- **Anticipate concerns:** I proactively address potential concerns council members might have about my recommendations. I provide supporting evidence and data to address their questions.
- **Present effectively:** I make compelling and concise presentations, highlighting the benefits of my recommendations and clearly explaining complex issues.
- **Be responsive and adaptable:** I am open to feedback and willing to adjust recommendations based on council discussions and needs.

Working with Staff:

- **Respect expertise:** I recognize the staff's valuable knowledge and expertise in planning and

implementation. I collaborate with them to ensure recommendations are feasible and grounded in practical realities.

- **Clear communication:** I clearly communicate my expectations and needs to staff while remaining receptive to their feedback and suggestions.
- **Seek technical guidance:** I utilize the staff's technical expertise for data analysis, modeling, and feasibility assessments of my recommendations.
- **Maintain professionalism:** I foster a respectful and collaborative working relationship with staff, valuing their contributions and expertise.

Always work towards:

- **Transparency and public engagement:** I encourage public participation in the planning process and consider their input when making recommendations.
- **Stay informed:** I continuously update my knowledge on relevant planning trends, best practices, and legal frameworks.
- **Ethical conduct:** I uphold the highest ethical standards, avoiding conflicts of interest and acting with integrity in all my decisions.

I always remember, being a City Planning Commission member, I need to have a collaborative spirit, effective communication, and a commitment to serving the best interests of my community. By following these tips and continuously learning, I play a valuable role in shaping the future of my city.

Question 9: 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 Commission 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).

Answer 9: No.

Question 10: 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.

Answer 10: No.

Question 11: Have you ever assisted a client in obtaining any permit, license, or land use entitlement from the city? If so, please describe each instance.

Answer 11: No.

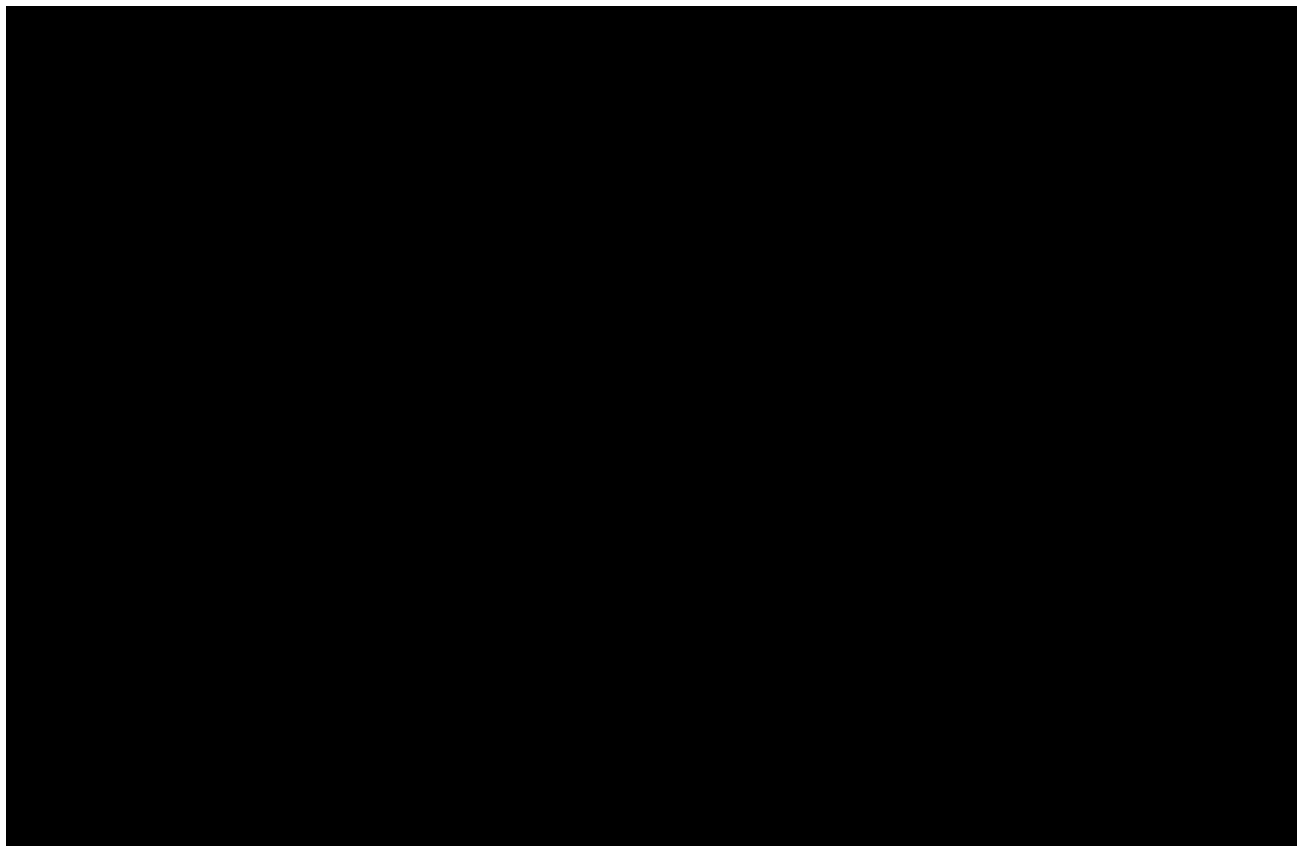
Question 12: Have you ever assisted a client in challenging the City's issuance of any permit, license, land use entitlement, or environmental impact report or similar environment impact document (e.g., negative declaration, etc.)? If so, please describe each instance.

Answer 12: No.

Question 13: 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?

Answer 13: No problem in complying with either of these requirements.

Yes, I have attached my Driving License Copy as proof of residency.



Signature:

A black rectangular box used to redact the signature of the individual.

Date: 02-16-2024

This is a public document.

City of Tracy

REC'D TRACY CITY CLERK
16 FEB 2024 PM 12:49

Commission 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.

Commission Applying for: **Planning Commission**

Name: Chavez Jose L
Last First M.I.

Telephone: [REDACTED] ← Same
Daytime Evening

Address: [REDACTED] 95376
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 N/A

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. No.

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. No.

How many meetings have you attended of the Planning Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

I have not attended any meetings of the Planning Commission,
but I stay up to date by reading the minutes online.

List related educational background: I recently graduate from KSD in La Jolla and was dual-enrolled at Delta College before I graduated from Delta Charter High School. I have two Bachelor's degrees, a completed law fellowship, and have published policy work at the Hoover Institution at Stanford.

List your current occupation and related employment history: I currently work as a volunteer grant writer in Stockton and as a field director for Kevin Lincoln's congressional campaign. I have previously worked as a college peer mentor, orientation leader, speech and debate coach, county grant administrator, and congressional intern.

Describe your involvement in community activities, volunteer and civic organizations: I currently serve on the County's Agricultural Advisory Board, am studying to become a neophyte at St. Bernard's, and consult other non-profits about grant opportunities. In high school, I was the Vice President of our FFA chapter and interned with the city's media department.

What particular area of responsibility on this Commission interests you? I am most interested in making hearings on planning and zoning matters more accessible to Tracy residents in my generation and beyond.

What would be your personal approach as a Commission member in recommending policy, working with the Council, working with staff, etc.? Aside with ensuring consistent compliance with The Brown Act, my approach to fulfilling my role would be discussing residential survey data with commission members, seek staff consultation as appropriate, and remain humble when receiving input from fellow commission members.

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 Commission 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, I don't.

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, my employer does not conduct business with the city of Tracy.

Have you ever assisted a client in obtaining any permit, license, or land use entitlement from the City? If so, please describe each instance.

No, I have not.

Have you ever assisted a client in challenging the City's issuance of any permit, license, land use entitlement, or environmental impact report or similar environment impact document (e.g. negative declaration, etc.)? If so, please describe each instance.

No, I have not.

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?

I have no problem complying with these requirements.

☒ I have attached proof of residency

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

Signature



Date

2/16/2024

Jose Lupe Chavez

EDUCATION

University of California - San Diego B.A. in Political Science/History La Jolla, CA	Sept. 2023
Hoover Institution, Stanford University Summer Policy Boot Camp (Director's Award) Palo Alto, CA	Aug. 2023
University of California - Los Angeles School of Law 2023 UCLA Law Fellowship Westwood, CA	May 2023

EXPERIENCE

Field Director Kevin Lincoln for Congress Stockton, CA	Jan. 2024 - Present
<ul style="list-style-type: none">Facilitates voter contact efforts with constituents and vendors and leverages effective collaboration within the campaign team to enhance community relationships to support Mayor Kevin Lincoln's congressional candidacy.Crafted and executed multiple workbooks using Campaign Sidekick, actively engaging in the surveying of voters across the expansive congressional district as a key contributor to Mayor Lincoln's field team.Mentored by campaign staff to contribute to political tracking and research efforts, showcasing a keen understanding of the incumbent's voting record and California's 9th Congressional District's political landscape.	

Grant Outreach Assistant County of San Diego El Cajon, CA	Jan. 2023 - June 2023
-----------------------------------------------------------------------	-----------------------

Key Accomplishments:

- Oversaw the allocation of \$4.1 million in grants funds, \$730,050 of which derived from the Small Business Stimulus Grant to small businesses, non-profits, and sole proprietorships throughout District 2 of the County of San Diego.
- Coordinated, planned, and facilitated five grant workshops with local Chambers of Commerce to promote the use of CEP, NRP, SBSG, and American Rescue Plan Act (ARPA) grant funds.
- Directly supervised several rotating cohorts of interns in creating countless mailing initiatives, walking directories, and other opportunities involving the representation of County Supervisor Joel Anderson in community events.

Volunteer Coach Poway Unified School District San Diego, CA	May. 2022 - June 2023
Responsible for the training and general advising of the Speech and Debate Team of Mt. Carmel High School, an up-and-coming high school forensics team in Rancho Peñasquitos, a suburb of the City of San Diego.	

Key Responsibilities:

- Developed a series of lessons in Public Forum Debate and Impromptu Speech so students can acclimate to the demanding climate at forensics tournaments on the local, national, and international levels.
- Gained proficiency in critical speech analysis and extemporaneous speaking presentation through collaboration with other co-coach on my university and high school teams, thereby drawing upon a combined seven years of coaching experience..
- Guided a novice speech cohort in individual and debate events to secure trophies in Novice Impromptu and Novice Sweepstakes at the team's first in-person league tournament and the final round at CHSSA State Championships.

Media Intern City of Tracy Tracy, CA	Feb. 2018 - Feb. 2020
--------------------------------------------------	-----------------------

- Coached on pitching ideas to enhance visual storytelling, resulting in impactful and engaging video content that effectively communicated the City of Tracy's message to diverse audiences.
- Worked as a grip and assistant stage manager during various video productions for the City of Tracy, including the city's highly-esteemed *State of The City* event at The Grand Theater for three consecutive years.
- Gained field experience in operating a Sony NX5 Video Camera and DJI Osmo Pocket Camera, as well as EDIUS and Final Cut Pro editing software.

SKILLS

- ❖ **Languages:** Spanish (professional working proficiency), Latin (elementary proficiency)
- ❖ **Technical Skills:** Campaign Sidekick, i360, IQ, Fireside, RStudio, Stata, Microsoft Office, Canva
- ❖ **Soft Skills:** Extemporaneous Speaking, Legislative Research, Interviewing & Outreach, Event Coordination



A question concerning park tables

Joey RuizChavez [REDACTED]
To: "publicworks@ci.tracy.ca.us" <publicworks@ci.tracy.ca.us>

Wed, Dec 20, 2017 at 8:26 PM

Hello! My name is Joey Chavez, and I have a question concerning my park. I live by Cecillian Park, which is located by Villalovoz elementary school and Williams middle school. Every time I go there with my friends, I am slightly disappointed to sit at the tables and find vulgar language written in sharpie, symbols and disfigured etched scratched into the wood, and the faded, dry paint that seemed to be coated on there years ago. I was wondering if there was a way this could be fixed, perhaps the city of tracy could repaint these tables or I could obtain permission to repaint them myself? Thank you.

- Jose "Joey" Chavez



Jose Lupe Chavez <[REDACTED]>

A question concerning park tables

Susan Choisser <Susan.Choisser@cityoftracy.org>
To: Joey RuizChavez <[REDACTED]>

Thu, Dec 21, 2017 at 6:28 AM

Hi Joey ~

Thank you for your message regarding the condition of the tables at Cecilliani Park.

We have entered Service Request 3556269 into Government Outreach, which you should get an email confirmation.

Someone should be in contact with you in the very near future to discuss your request.

Sincerely,

Susan Choisser

City of Tracy Public Works

520 Tracy Blvd., Gate 3

Tracy, CA 95376

209.831.6351 Direct

209.831.6300 Main 209.831.4472 Fax



www.RecycleInsideTheTriangle.com

City of Tracy
Certificate of Recognition

Awarded to

JOEY CHAVEZ

For Completing the

**CHANNEL 26 SUMMER
MEDIA INTERNSHIP PROGRAM**



Given this 3rd day of August
Two Thousand Eighteen

Robert Rickman

Robert Rickman, Mayor of the City of Tracy

City of Tracy
Certificate of Recognition

Awarded to

JOSE CHAVEZ

For Completing the

**CHANNEL 26 SUMMER
MEDIA INTERNSHIP PROGRAM**



Given this 1st day of August
Two Thousand Nineteen

A handwritten signature in blue ink, reading 'Robert Rickman', is written over a horizontal line.

Robert Rickman, Mayor of the City of Tracy

City of Tracy

REC'D TRACY CITY CLERK
14 FEB 2024 PM 6:06

Commission 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.

Commission Applying for: **Planning Commission**

Name: Damasco James A
Last First M.I.

Telephone: [REDACTED] [REDACTED]
Daytime Evening

Address [REDACTED] 95377
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 n/a

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.

n/a

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.

n/a

How many meetings have you attended of the Planning Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

I have previously attended zero meetings.

List related educational background: _____

1996: High School Diploma - Bellarmine College Preparatory, San Jose, CA

2000: Bachelor of Science, Civil and Environmental Engineering - University of California, Berkeley

List your current occupation and related employment history: _____

Licensed Professional Engineer, California Board for Professional Engineers, Land Surveyors, and Geologists - #81721 (Civil)

Construction General Permit Qualified SWPPP Developer (QSD) - California Stormwater Quality Association (CASQA)

September 2018 - Present: Construction Inspector & Assistant Civil Engineer, City of Hayward

2007 - September 2018: Consultant Resident Engineer, Consultant Construction Inspector for numerous state and local agencies

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

I am a parishoner at St. Bernard's Catholic Church and a parent at St. Bernard's Elementary School. I am a current member

St. Bernard's School Advisory Committee. I have volunteered with the Tracy Bean Festival as a pageant judge. I have aided

local candidates with city council campaign videos and events.

I am currently Vice-Chairman of the City of Tracy's Environmental Sustainability Commission.

What particular area of responsibility on this Commission interests you? _____

I am particularly and recently interested in this Commission and its role in the regulation of local government with regard to

local businesses and developers. I am also interested in honing my practical understanding of the Subdivision Map Act,

as a municipal engineer.

What would be your personal approach as a Commission member in recommending policy, working with the Council, working with staff, etc.? _____

My personal approach would involve bullsh adherence to strict Constructionist interpretations of the Constitution in the

context of local Northern California government. I will require facts and objectivity to function efficiently. I will accommodate

individuals, but I will not compromise the pursuit of Objective Truth in the name of other's Appeals to Emotion.

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 Commission 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, not to my knowledge.

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, not to my knowledge.

Have you ever assisted a client in obtaining any permit, license, or land use entitlement from the City? If so, please describe each instance.

No, not to my knowledge.

Have you ever assisted a client in challenging the City's issuance of any permit, license, land use entitlement, or environmental impact report or similar environment impact document (e.g. negative declaration, etc.)? If so, please describe each instance.

No, not to my knowledge.

Any challenges brought by myself in reference to the Tracy Costco Depot Annex Project's EIR were made on my behalf,

as well as on behalf of the taxpaying citizens of Tracy who are not qualified to challenge an EIR.

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?

There should not be any problems to comply with requirements regarding completion of Form 700 or participation in ethics training.

I have already completed a Form 700 for the purposes of the Environmental Sustainability Commission. I can do so again,

if my previous form is not valid.

☒ I have attached proof of residency

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

Signature

Date 14 February 2024

City of Tracy

REC'D TRACY CITY CLERK
15 FEB 2024 PM 4:36

Commission 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.

Commission Applying for: Planning Commission

Name: Quantong Kristine J
Last First M.I.

Telephone: [REDACTED]
Daytime Evening

Address: [REDACTED]
Street

Email Address (Optional) [REDACTED] Zip [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? _____. If so, please explain. _____

Not yet. But would be honored to serve the
City of Tracy.

Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors or vendors? N/A? If so, please explain. _____

Maybe my father William V. Quantong. He works
for Amazon since 2013 before the warehouse opened in
Tracy, CA

How many meetings have you attended of the Planning Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

Twice, once last year and a special meeting
this year on Feb 8, 2024.

List related educational background: _____

Business office Administration - UEI College, Stockton, CA
- Graduated 2021

STCOE - High school (Community one.) Harmony - Tracy, CA
- Graduated 2012

List your current occupation and related employment history: Currently as of 2024

FedEx - package Handler. Worked at Marshalls,
Target, Stoneridge Creek, Olive Garden, Red Robin,
Famous Dave's, Taylor Farms, Costco, Tesla,
Jack in the Box, Chevron, Hana Japan Steakhouse, IHOP
Thompson Hawkins - Child development center

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

Help with Transportation, developing ideas for
future real Estate Businesses, Farmland &
Residential properties including industrial
properties. Ensuring every associate or my peers follow
legal procedures & laws effectively.

What particular area of responsibility on this Commission interests you? _____

Involving my knowledge & assets in building
the city to bring or increase revenue for
the city & County.

What would be your personal approach as a Commission member in recommending policy,
working with the Council, working with staff, etc.? _____

Meeting in person at a public restaurant or
at the city hall.

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 Commission 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).

May be

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.

Most likely.

Have you ever assisted a client in obtaining any permit, license, or land use entitlement from the City? If so, please describe each instance.

I've been assisted

Have you ever assisted a client in challenging the City's issuance of any permit, license, land use entitlement, or environmental impact report or similar environment impact document (e.g. negative declaration, etc.)? If so, please describe each instance.

No, I don't believe in issues, just errors. I believe the city council's meeting agenda should be focusing each week on the development of the city properties.

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, if required.



I have attached proof of residency



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

Signature

[Redacted 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 26, 2024**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Committee Applying for: **Planning Commission**

Name: ARULAPPAN ROSARIO P
Last First M.I.
Telephone: [REDACTED] [REDACTED]
Daytime Evening
Address [REDACTED] 95377
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. _____

How many meetings have you attended of the Planning Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

I have attended many meetings with personal interest over the last year to understand more wider range of issues in the community

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

List your current occupation and related employment history: Last 5 + years working as a
Technology Architect at Infosys and more than 26 years working in the Information Technology
field

Describe your involvement in community activities, volunteer and civic organizations: _____
Currently serving the Ellis POA board of directors for the past 2 years and joining hands in
community-related issues, developments, etc and bringing the community people together.

What particular area of responsibility on this Commission interests you? It will enrich my life,
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.

What would be your personal approach as a Commission member in recommending policy,
working with the Council, working with staff, etc.?

Gathering feedback from a wide range of networks within their communities and using that
feedback to provide a strong local perspective on issues and risks in their area. representing the
community's interests, including those of volunteers and industry brigades.

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 Commission 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

Have you ever assisted a client in obtaining any permit, license, or land use entitlement from the City? If so, please describe each instance.

NO

Have you ever assisted a client in challenging the City's issuance of any permit, license, land use entitlement, or environmental impact report or similar environment impact document (e.g. negative declaration, etc.)? If so, please describe each instance.

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

01/31/2024

City of Tracy

Commission 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 26, 2024**. Should you have any questions please feel free to contact the City Clerk's Office at 209-831-6105.

Commission Applying for: Planning Commission

Name: Silva Timothy R
Last First M.I.

Telephone: [REDACTED] [REDACTED]
Daytime Evening

Address [REDACTED]
Street

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. _____

How many meetings have you attended of the Planning Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

A few, just depends on the issues
on the agenda.

List related educational background: Business Adm. 2+ Delta
Colleg. ICBO/ICC. Class certified. Numerous
Federal govt. Certs. related to heavy equip.
operation. 10+ years in Transpo. Comm. Tracy.

List your current occupation and related employment history: Retired, Federal
Civil Maintenance Tech., Div. Mgr.
Operational director.

Describe your involvement in community activities, volunteer and civic organizations: I
am a current Trans. Comm. for Tracy.
Attend Council meetings regularly. Volunteer
for numerous campaigns. Coached many
teams for Boys/Girls Club basketball.

What particular area of responsibility on this Commission interests you? All of it.
As Tracy grows it is essential to grow
responsibly.

What would be your personal approach as a Commission member in recommending policy, working with the Council, working with staff, etc.? My training and
construction background. I have worked with
many city staff, Council members and etc. to
move and accomplish many policies and projects forward.

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 Commission 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 to my knowledge.

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.

Not to my knowledge

Have you ever assisted a client in obtaining any permit, license, or land use entitlement from the City? If so, please describe each instance.

Not to my knowledge


Have you ever assisted a client in challenging the City's issuance of any permit, license, land use entitlement, or environmental impact report or similar environment impact document (e.g. negative declaration, etc.)? If so, please describe each instance.

Not to my knowledge

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?

I already have and have taken and completed many ethics training courses

- ☒ I have attached proof of residency, already on file.
- ☐ I have attached optional additional materials (such as a resume, etc.)

Signature  Date Feb. 13, 2024