



# CITY OF NEWARK

## CITY COUNCIL

City Administration Building, City Council Chambers

37101 Newark Boulevard, Newark, CA 94560 | (510) 578-4266 | E-mail: [city.clerk@newark.org](mailto:city.clerk@newark.org)



## AGENDA and NOTICE Special Meeting

Monday, July 8, 2024  
6:00 P.M.

### A. ROLL CALL

Vote to allow Council Member Collazo to participate remotely due to emergency circumstances as a result of a physical medical emergency per Assembly Bill 2449

### B. CITY MANAGER REPORTS

1. Interview City Council applicants and adopt resolutions making an appointment to fill the City Council vacancy and/or calling and giving notice of the holding of a special election for the purpose of electing an individual to fill the remaining unexpired term of the former incumbent to be consolidated with the general municipal election on Tuesday, November 5, 2024

### C. ADJOURNMENT

### MEETING INFORMATION

Members of the public may attend the meeting in person, watch online or watch on Cable Channel 26. The ability to observe online or Cable Channel 26 is predicated on those technologies being available and functioning without technical difficulties. Should those platforms not be available, or become non-functioning, or should the City Council otherwise encounter technical difficulties that make those platforms unavailable, the City Council will proceed with business in person unless otherwise prohibited by law.

#### How to view the meeting remotely:

Livestream online at YouTube <https://www.youtube.com/@cityofnewark3077/streams>  
Copy/paste the YouTube URL into your browser if the link does not automatically open.

Cable Channel 26 - if the meeting does not broadcast live, please contact your service provider and request the City of Newark channel lineup.

Zoom will no longer be available for public participation unless required by Assembly Bill 2449. Should a Council Member or the Mayor attend the meeting via Zoom pursuant to Assembly Bill 2449, then the Webinar ID 861 8025 4887 will be activated. The Mayor will make an announcement at the beginning of the meeting that the City will be allowing public comment via Zoom. Raise your virtual hand to notify the City Clerk that you would like to speak during the item that you wish to speak on.

#### How to submit written Public Comment:

Send an email to [City Clerk](#) by 3:00 p.m. the day of the meeting. Please identify the agenda item number in the subject line of your email. Emails will be compiled into one file and will be distributed to the City Council before the meeting.

No question shall be asked of a council member, city staff, or an audience member except through the Mayor. No person shall interrupt the meeting. Any person who refuses to carry out instructions given by the Mayor for the purpose of maintaining order may be guilty of an infraction and may result in removal from the meeting.

**Council Meeting Access/Materials:**

The agenda packet is available for review at [Agendas and Minutes](#). The packet is typically posted to the City website the Friday before the meeting, but no later than 24 hours before a special meeting.

Pursuant to Government Code 54957.5, supplemental materials distributed less than 72 hours before this meeting, to a majority of the City Council, will be made available for public inspection at this meeting and will be posted at <https://www.newark.org/departments/city-manager-s-office/agendas-minutes> and will concurrently be made available for public inspection during regular business hours at the David W. Smith City Hall, 37101 Newark Boulevard, Newark CA. Materials prepared by City staff and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents related to closed session items or are exempt from disclosure will not be made available for public inspection. For those persons who require special accommodations, please contact the City Clerk at least two days prior to the meeting at [City Clerk](#) or 510-578-4266.



## STAFF REPORT

Item B. 1.

**DATE** 07/08/2024  
**TO** Honorable Mayor and City Council Members  
**FROM** Kristopher Kokotaylo, City Attorney  
**SUBJECT** Interview City Council applicants and adopt resolutions making an appointment to fill the City Council vacancy and/or calling and giving notice of the holding of a special election for the purpose of electing an individual to fill the remaining unexpired term of the former incumbent to be consolidated with the general municipal election on Tuesday, November 5, 2024

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### Summary/Recommendation

Council Member Bucci resigned from the City Council effective June 27, 2024, at 5:00 p.m. The City Council held a special meeting on June 27, 2024, at 6:30 p.m. to determine whether: (1) to fill the position by appointment, until a successor is elected and certified at the next general municipal election; or (2) leave the position vacant until a successor is elected. The City Council voted to pursue filling the vacancy by appointment, directed staff to open an application period beginning June 28 and concluding on July 7, 2024, at 5:00 p.m., and scheduled a special meeting for July 8, 2024, to consider making an appointment and to call a special election on November 5, 2024, to fill the remainder of the vacancy.

Staff recommends that the City Council interview applicants and consider appointing an individual to fill the vacant City Council position. Staff further recommends that the City Council call a special election for November 5, 2024, to elect an individual to fill the remainder of the unexpired term. Draft resolutions have been prepared and are attached to this staff report.

### Analysis

As of the date of publication of this staff report, the application period for applicants is still open. After the application period closes on July 7, 2024, staff will prepare a supplemental staff report that will attach the applications that have been timely submitted and the applicant's eligibility has been confirmed by the Alameda County Registrar of Voters.

As the City Council is aware, the City Council can only appoint someone to fill the

vacancy until a person is elected by Newark voters at the November 5, 2024, election and election results are certified by the City Council.

## **Appointment Process**

Staff recommends the following process for considering appointments to the vacant City Council position:

1. Applicants will be requested to wait in a conference room without cell phone access prior to City Council discussion.
2. The City Council should accept public comment.
3. The City Council should identify questions they would like to ask of applicants and establish time limits for each interview as well as reach agreement on any other procedural considerations, if any, for the conduct of the interviews.
4. The City Council should select which applicants to interview and conduct the interviews. After each applicant is interviewed, the applicant can observe the remainder of the City Council meeting.
5. Following the interviews, the City Council should deliberate and select an applicant and adopt the proposed resolution for appointment to the vacancy.

The City Council may identify the process, if any, that it would like to use for deliberations to appoint an applicant. In the prior appointment process, the City Council Members each identified their top two applicants following the interviews and used that as an initial point to try and reach consensus on an applicant. The City Council can utilize this process again or identify a different process if it chooses. After the City Council selects an individual for appointment, the City Clerk will administer the oath of office. If the appointee is not present, the oath of office will be administered as soon as possible.

## **Call an Election**

As the City Council is aware, the individual appointed to fill the vacant City Council position will only hold office until the successor is elected and the election results are certified following the next general municipal election pursuant to Government Code Section 36512(b)(2)(A). Thus, following appointment, staff recommends that the City Council adopt the proposed resolution calling an election for an individual to fill the remaining unexpired term of the vacated City Council position until an individual is elected at the November 2026, general municipal election and results are certified by the City Council.

The proposed resolution consolidates the special election with the November 5, 2024, general municipal election and requests the services of the Alameda County Registrar of Voters in conducting the election. The election will be conducted in the same manner as the general municipal election for the two expiring City Council Member positions and for the Mayoral position.

Prepared by - Kristopher J. Kokotaylo, City Attorney

Reviewed by - Sheila Harrington, City Clerk  
Reviewed by - Lenka Hovorka, Assistant City Manager  
Approved by - David J. Benoun, City Manager

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### **Attachments**

Resolution Appointment  
Resolution Call Election  
Applicant Memo update  
Applications v1

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
NEWARK APPOINTING \_\_\_\_\_ TO FILL THE  
VACANCY ON THE CITY COUNCIL

WHEREAS, having been duly elected on November 8, 2022, Council Member Mike Bucci tendered his resignation from the City Council effective June 27, 2024; and

WHEREAS, pursuant to Government Code Section 36512(b), a vacancy in the office of a Council Member may be filled by appointment by the Council within sixty days after its existence; and

WHEREAS, pursuant to Government Code Section 36512(b)(2)(A), because the vacancy occurred in the first half of the term of office and at least 130 days prior to the next general municipal election, any person appointed to fill the vacancy shall hold office until the next general municipal election and until a successor is elected, qualified and said election results are certified by the City Council, and any unexpired remainder of the term of such office shall be filled by the voters at such election; and

WHEREAS, at a meeting of the City Council on July 8, 2024, the City Council voted to appoint \_\_\_\_\_ to the City Council; and

WHEREAS, \_\_\_\_\_ is a qualified individual within the meaning of Government Code Section 36502 and Elections Code Section 321 and is eligible to fill the vacancy.

NOW THEREFORE, BE IT RESOLVED that \_\_\_\_\_ is hereby appointed to the City Council to fill the City Council vacancy caused by the resignation of Council Member Mike Bucci until a successor is elected and qualified at the November 5, 2024, election and said election results are certified by the City Council.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK CALLING AND GIVING NOTICE OF A SPECIAL ELECTION TO FILL A VACANCY ON THE NEWARK CITY COUNCIL FOR THE REMAINDER OF A FOUR-YEAR TERM; REQUESTING THE ALAMEDA COUNTY BOARD OF SUPERVISORS TO CONSOLIDATE THE ELECTION WITH THE GENERAL ELECTION TO BE HELD NOVEMBER 5, 2024; AND REQUESTING SERVICES OF THE REGISTRAR OF VOTERS

WHEREAS, City Council Member Mike Bucci resigned from the City Council, effective June 27, 2024, at 5:00 p.m.; and

WHEREAS, Councilmember Bucci was elected at the November 2022 General Municipal Election to a four-year term; and

WHEREAS, Government Code Section 36512(b) provides: “If a vacancy occurs in an elective office provided for in this chapter, the council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy;” and

WHEREAS, where the City Council fills the vacancy by appointment, Government Code Section 36512(b)(2)(A) provides: “If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general municipal election, the person appointed to fill the vacancy shall hold office until the next general municipal election that is scheduled 130 or more days after the date the council is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office;” and

WHEREAS, the City Council appointed an individual to fill the vacancy created by Council Member Bucci’s resignation on July 8, 2024; and

WHEREAS, the City Council now desires to call an election, as required by Government Code Section 36512(b)(2)(A), to fill the seat vacated by Council Member Bucci; and

WHEREAS, pursuant to California Government Code Section 36512, the election shall be conducted on November 5, 2024, which is the next established election date occurring not less than 114 days after the adoption of this resolution; and

WHEREAS, pursuant to Elections Code Section 10403.5 the City desires to request the County to render special services to the City with respect to the conduct of the election to be held on November 5, 2024, and the County is agreeable to provide these services.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark does hereby declare, determine, and order as follows:

- Section 1: That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Newark, California, on Tuesday, November 5, 2024, an election for the purpose of electing one Member of the City Council the remainder of a term of four years, which will end following certification of the November 3, 2026 election results.
- Section 2: That the ballots to be used at the election shall be in the form and content as required by law.
- Section 3: That the polls for the election shall be open at 7:00 a.m. of the day of the election and shall remain open from that time until 8:00 p.m. of the same day when the polls shall be closed.
- Section 4: That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.
- Section 5: That the Board of Supervisors of the County of Alameda is hereby requested to consent and agree to the consolidation of the election with the General Election on Tuesday, November 5, 2024.
- Section 6: That the Alameda County Registrar of Voters is authorized to canvass the returns of the election. The election shall be held in all respects as if there is only one election, and only one form of ballot shall be used.
- Section 7: That the Board of Supervisors is requested to issue instructions to the Registrar of Voters to take any and all steps necessary for the holding of the consolidated election.
- Section 8: That the City of Newark recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County based on the County's established consolidation rate.
- Section 9: That notice of the time and place of holding the election is given and that the City Clerk is authorized to give additional notice of the election in time, form, and manner as required by law.
- Section 10: The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.
- Section 11: That in the event of a tie vote (if any two or more persons receive an equal and the highest number of votes for an office) as certified by the Alameda County Registrar of Voters, the City Council, in accordance with Election Code Section 15651(a), shall set a date and time and place and summon the candidates who have received the tie votes to appear and will determine the tie by lot.
- Section 12: That the City Clerk is directed to forward a certified copy of this resolution to the Board of Supervisors of Alameda County and the Registrar of Voters of Alameda County.

Section 13: Unless otherwise specified in this Resolution, this election shall be held and conducted as provided in Resolution No. 11,651, and as provided by law for holding municipal elections.



## STAFF REPORT

Item B.1

**DATE** 07/08/2024  
**TO** Honorable Mayor and City Council Members  
**FROM** Sheila Harrington, City Clerk  
**SUBJECT** City Council Vacancy Applicants Update

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By the July 7, 2024 deadline of 5 pm, the City Clerk received 10 applications for the City Council vacancy. Applications were submitted by Ana Apodaca, Phil Bloxom, Daniel Cardenas, William Fitts, Terrence Grindall, Lucia Gutierrez, Eve Little, Raju Mathew, Jason Miguel, and Fatima Shaikh. Mr. Fitts subsequently withdrew his application. The Alameda County Registrar of Voters has confirmed that all of the applicants are registered voters for the City of Newark.

Redacted copies of the applications are attached.

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City of Newark

RECEIVED  
JUL 6 2024  
12:46:41  
CITY CLERK

City Clerk's Office  
37101 Newark Boulevard  
Newark, CA 94560

**APPLICATION AND STATEMENT OF QUALIFICATIONS  
FOR APPOINTMENT TO THE NEWARK CITY COUNCIL**

*Must be a Newark resident and registered voter at time application is filed.*

Applicant's Name: Apodaca Ana M  
(Last) (First) (MI)

Address: [REDACTED], Newark, CA 94560

Telephone: ( ) [REDACTED] Email Address [REDACTED]

Occupation: Government Affairs & Policy Office Age                      (Optional)

**This Statement must be signed and received by the City Clerk, 37101 Newark Boulevard, 2nd Floor, Newark, 94560, before 5:00 p.m. on Sunday, July 7, 2024. Email submittals will be accepted to [sheila.harrington@newark.org](mailto:sheila.harrington@newark.org) by the deadline. Applicants are advised that information provided on this Statement and attachments will become part of the public record.**

Please provide a typewritten statement of no more than 200 words per numbered category, addressing the following: (1) why you want to be appointed to the Newark City Council; (2) familiarity with City of Newark's organization and projects; (3) prior governmental, political, occupational, community service, or volunteer experience; (4) applicable education; and (5) your view of the City's budgetary priorities.

see statement

- ☐ Check here if your Statement continues on another page.  
☐ Check here if Resume is attached. (Optional)

Do you intend to seek Election to the Council in the November 2024 Election?

☐ Yes

☒ No

☐ Undecided

My signature on this application affirms that I am a resident of the City of Newark and registered voter as of the date of my signature.

Applicant's Signature [REDACTED] Date: 07/06/2024

I am applying for the City Council appointment because I believe my experience as a nine year former Councilmember, community activist and lifelong Newark resident qualifies me to serve until a new councilmember can be elected in a fair democratic process. In addition, with my experience, my appointment would allow the city council to function with little to no disruption of services to the community. It was truly my honor to serve on the council for those nine years and it would be an honor if appointed to serve once again (for a short time) to assist the city that I love.

I understand the role and responsibility of a councilmember. Since this is a short term appointment I will be able to get up to speed quickly and with minimal disruption for council and staff. The benefit of serving nine years on Council is that I am very familiar with City of Newark's organizational structure. I know the council recently passed the biennial budget and CIP plan which is a huge benefit for city staff to be able to have the guidance to implement the council's priorities and capital projects. Although I may need to be brought up to speed on upcoming projects, I will always be prepared for council meetings.

I was elected twice to serve on the Newark City Council from 2005-2014. I also have worked in the California State Legislature for eight years. In addition, I worked for 18 years as a Government Relations Manager for the largest health care organization in California. In this role I was focused on Alameda and Contra Costa County and interacted with many local jurisdictions throughout both counties. I have many years of involvement throughout the community with organizations such as Hispanic Community Affairs Council, Chabot Puente Program, SAVE, Avanzando, and on the Newark Graffiti Abatement team. Additionally I spent years working on political campaigns on the state and local level. I earned a BA in Political Science and a minor in American Studies from Cal State Hayward (now known as CSU East Bay).

The beauty of Newark is that our city has always been consistent and financially stable. The budgetary priorities passed in the biennial budget are very similar to priorities of past councils leadership: enhancing public safety, enhancing residents quality of life, furthering community development, improving government operations, and supporting community education. These are the priorities Newark residents want and expect our city leaders and staff to deliver. A city's budget is a reflection of their values, Newark's budget gets it right.

Newark will always be my home, I grew up here and as an adult I decided to build my life here. It truly was my honor to serve on the Newark City Council and would once again be my honor to serve should I be appointed.



City of Newark

RECEIVED  
JUN 28 2024  
11:15 PM  
CITY CLERK

City Clerk's Office  
37101 Newark Boulevard  
Newark, CA 94560

**APPLICATION AND STATEMENT OF QUALIFICATIONS  
FOR APPOINTMENT TO THE NEWARK CITY COUNCIL**

*Must be a Newark resident and registered voter at time application is filed.*

Applicant's Name: Bloxom Phil C  
(Last) (First) (MI)

Address: [REDACTED], Newark, CA 94560

Telephone: ( ) [REDACTED] Email Address [REDACTED]

Occupation: SW Engineer Age 38 (Optional)

**This Statement must be signed and received by the City Clerk, 37101 Newark Boulevard, 2nd Floor, Newark, 94560, before 5:00 p.m. on Sunday, July 7, 2024. Email submittals will be accepted to [sheila.harrington@newark.org](mailto:sheila.harrington@newark.org) by the deadline. Applicants are advised that information provided on this Statement and attachments will become part of the public record.**

Please provide a typewritten statement of no more than 200 words per numbered category, addressing the following: (1) why you want to be appointed to the Newark City Council; (2) familiarity with City of Newark's organization and projects; (3) prior governmental, political, occupational, community service, or volunteer experience; (4) applicable education; and (5) your view of the City's budgetary priorities.

- 1) I've always been passionate about helping others and making a positive impact in my community. After serving my country in the US Coast Guard, I'm now eager to contribute to my local community. I aim to leverage my skills as a quality software engineer to benefit the city.
- 2) I have gone through the city website and have reviewed the city programs and I want to learn what I don't know.
- 3) I served in the USCG and tutored children in math and electronics while I was attending college.
- 4) I have an MS in Computer Engineering.
- 5) I believe the City's budget should prioritize supporting the members of the community through social programs and enhancing the city's infrastructure.

- ☐ Check here if your Statement continues on another page.  
☐ Check here if Resume is attached. (Optional)

Do you intend to seek Election to the Council in the November 2024 Election?

☒ Yes

☐ No

☐ Undecided

My signature on this application affirms that I am a resident of the City of Newark and registered voter as of the date of my signature.

Applicant's Signature [REDACTED] Date: 6/28/2024



City of Newark

RECEIVED  
JUL 7 2024  
2:55pm  
CITY CLERK

City Clerk's Office  
37101 Newark Boulevard  
Newark, CA 94560

**APPLICATION AND STATEMENT OF QUALIFICATIONS  
FOR APPOINTMENT TO THE NEWARK CITY COUNCIL**

*Must be a Newark resident and registered voter at time application is filed.*

Applicant's Name: Cardenas Daniel R  
(Last) (First) (MI)

Address: [REDACTED], Newark, CA 94560

Telephone: ( ) [REDACTED] Email Address [REDACTED]

Occupation: Director of Campus Operations Age 49 (Optional)

**This Statement must be signed and received by the City Clerk, 37101 Newark Boulevard, 2nd Floor, Newark, 94560, before 5:00 p.m. on Sunday, July 7, 2024. Email submittals will be accepted to [sheila.harrington@newark.org](mailto:sheila.harrington@newark.org) by the deadline. Applicants are advised that information provided on this Statement and attachments will become part of the public record.**

Please provide a typewritten statement of no more than 200 words per numbered category, addressing the following: (1) why you want to be appointed to the Newark City Council; (2) familiarity with City of Newark's organization and projects; (3) prior governmental, political, occupational, community service, or volunteer experience; (4) applicable education; and (5) your view of the City's budgetary priorities.

See Attachment

- ☐ Check here if your Statement continues on another page.  
☐ Check here if Resume is attached. (Optional)

Do you intend to seek Election to the Council in the November 2024 Election?

☒ Yes ☐ No ☐ Undecided

My signature on this application affirms that I am a resident of the City of Newark and registered voter as of the date of my signature.

Applicant's Signature: [REDACTED] Date: 7/7/24

Please provide a typewritten statement of no more than 200 words per numbered category, addressing the following:

**(1) why you want to be appointed to the Newark City Council;**

My name is Daniel Cardenas and I have been a resident of the Bay Area for over 20 years. I have lived in Newark for the last three years, and I have fallen in love with the people, community, and history of the city. It would be an honor to serve the city of Newark in the capacity of a city councilman. I strongly believe that I can bring vision, understanding, and a wealth of knowledge in dealing with local city issues. I have spent over 20 years in higher education and I served the City of Fremont as an economic development commissioner for over eight years and learned about the importance of stimulating the local business economy, and the strategies to keep small business thriving even through the toughest times. I was appointed to the Planning Commission by Fremont Mayor Lilly Mei. I had the opportunity to learn about the importance of creating a strong housing infrastructure for the city. In addition, I was also involved with helping to create low-income housing for community members that needed it. The planning commission provided me invaluable experience on implementation of the city's general plan.

**(2) familiarity with City of Newark's organization and projects;**

I've been a part of important projects for the city of Fremont, which are closely aligned to the city of Newark top priorities. I strongly believe that Newark should continue to focus on important projects such as creating affordable housing, discussing high density housing impacts, homelessness issues, and developing more senior housing options. If given the opportunity to represent the city of Newark, I would bring a wealth of knowledge to these areas.

**(3) prior governmental, political, occupational, community service, or volunteer experience;**

As a planning Commissioner, I learned the importance of advising the City Council on the adoption and on-going review of the General Plan for the physical growth of Fremont. The Commission provided me with experience related to the specific responsibilities in the administration of the Zoning and Subdivision Ordinances. I had the opportunity to promote public interest in planning and inform the public of problems and solutions relating to the local physical environment.

As an Economic Development Commissioner for the City of Fremont for over 5 years, I had the privilege of witnessing incredible ideas transform into reality, driving the growth of our local communities and businesses.

I'm the Civilian Project Coordinator for Toys for Tots Alameda. I work directly with the United States Marine Corp Reserve on their annual literacy program and toy drive that serves over 70,000 kids each year.

I founded a pediatric cancer foundation that has raised over \$25,000 to help families and kids dealing with this terrible disease. This foundation was started in Newark California with the Everson family that have a 3-year-old child (Jameson Everson) battling a very rare form of cancer called "DLGNT".

**(4) applicable education;**

I was raised by a traditional Mexican family that spoke only Spanish in our household. I'm a first-generation high school and college graduate. My mother came from Mexico with primary school education. Through her hard work, dedication, and commitment she was able to provide us with an opportunity for a better life and education. I graduated from Los Angeles Missions College and transferred on an academic scholarship to UCLA. I earned a Bachelor of Arts in Sociology and was honored to deliver the keynote speech at the department commencement. I attended the Keller Graduate School of Management and earned two master's degrees in business administration and human resource management. My education coupled with my work experience has taught me how to navigate and manage through the most difficult situations. I am an effective communicator that understands how to foster culture and build partnerships. I've held positions on the Economic Development commission and Planning Commission for the City of Fremont, which has taught me how a progressive and well-established city runs efficiently and effectively.

**(5) your view of the City's budgetary priorities.**

The city of Newark should continue to focus on the communities' top priorities, which include repairing city streets, upgrading fire departments, improving emergency dispatch systems, and enhancing parks, recreation and play structures. I think it goes without saying that all cities in the bay area should prioritize creating safety for small businesses in our communities. It's essential to provide support and resources for small business owners that are looking for ways to improve their businesses and stimulate the Newark economy. If I were appointed to the City Council, I would support the communities' top priorities and gain a more thorough understanding of the city's general plan. It's imperative that cities

begin to implement new innovative technologies that can help the city with safety, security, and energy efficiency. We need to begin to think about smart cities and how AI technologies can help move Newark forward. From predictive policing to smart surveillance systems, AI-powered technologies are driving the creation of safer cities by enabling proactive crime prevention and efficient emergency response. Artificial intelligence (AI) is an emerging technology quickly revolutionizing the world, one sector at a time.

# DANIEL R. CARDENAS MBA, MHRM

[REDACTED]  
Newark, CA. 94560  
[REDACTED]  
[REDACTED]

## EXECUTIVE PROFILE

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**Executive Leadership | Strategic Management | Student Success**

Results-motivated leader with extensive institutional, regional and corporate management success. Proven leader in the areas of operation, sales management, strategic planning, turnaround and change management. Build and retain high performance teams and creates alliances with organization leaders to effectively support key business initiatives and deliver mission-critical results with quality performance.

## CORE COMPETENCIES

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Core Competencies include, Leadership, change management, admissions/sales and marketing, operations, innovation, personnel management, compliance and budget administration.

## PROFESSIONAL EXPERIENCE

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2024-Present BH Properties

Oakland, CA

### *Director of Campus Operations*

Responsible for leading the reposition of the 60 acre property in the Oakland Hills. Tasked with all operational and strategic decision making for the property. Spearheading the campaign to bring to life the former Holy Names University Campus in the Oakland Hills, which feature approximately 400,000 square feet of classroom space, 450 student beds, and a full complement of on-site amenities including offices, theater, fitness center, dining hall, cafeteria, and events/conference facilities.

2021-2024 Life West Chiropractic College

Hayward, CA

### *Executive Director of Admissions*

Responsible for leading enrollment growth through Admissions, Marketing, Outreach and Partnerships, and Strategic Development. Work directly with student ambassadors to engage and assisting in recruiting new prospective students to the campus.

2020-2021 City of Fremont Planning Commission Fremont, CA

Appointed by Fremont Mayor Lilly Mei and served for a year on the planning commission.

Planning Commission recommends to the City Council the adoption, amendment, extension, addition to, and maintenance of the General Plan for the physical development of the City as mandated by State law. The Commission also provides discretionary review and approval as provided by the Municipal Code over the subdivision of land, zoning, and land use.

2016-2021 DeVry University-West Group Fremont, CA

*Dean of Campuses (West Group)*

- Responsible for Oversight of Operations with a team of Center Deans within the West Group including seven locations (San Jose, Fresno, Newark, Sherman Oaks, Twenty-Nine Palms Military Base, Las Vegas, and Folsom). Responsible for branding and promotion of the campuses in the community along with facility oversight and day-to-day operations.
  - Contribute to the overall financial performance of the University by facilitating effective campus operations.
  - Foster environment of cross- functional collaboration, teamwork and engagement to ensure student success
  - Responsible for attraction, retention, engagement, performance, and development of campus colleagues.
  - Develop and strengthen relationships with employer partners and provide solutions for their talent development and talent acquisition needs.

2011-2016 DeVry University Fremont, CA

*Executive Group Director of Admissions (Northwest Group)*

- Responsible for overseeing the recruitment efforts for the Undergraduate, Graduate and High School teams of the West Innovation Group Area (Fremont-Oakland-San Jose-Fresno-Bakersfield-Las Vegas). Duties include hiring, developing, and managing a staff of over 30 recruiters, support staff, and managers to ensure the teams are achieving and exceeding budget. Create local marketing strategies to compliment the national marketing initiatives. Analyze and create operational strategies for new student starts, inquiry conversion management, and employee development.
  - Achieved 117% of Group Budget (Undergraduate, Graduate and High School) YTD 2016
  - Increased Start Rates to average of 70% for all locations by developing and implementing management strategies
  - Developed an effective (PD) Personal Developed Referral Program/initiative that accounts for over 35% of New Students every session with over 65% conversion from inquiry to start

- Launched successful local marketing initiative (mass transit, digital billboards, local print, radio) responsible for 40% of total inquiry generated YTD
- Meets and Exceeds New Student Budgets consistently year over year

**2007-2010      Art Institute of California-Sunnyvale      Sunnyvale, CA**

*Campus President*

Focused on academic quality, operational effectiveness, human resource development, and growth of the college campus. Accountable for quality professional education for student and graduate success by leading the overall administrative and educational functions of the campus.

- Project managed the entire start up project for AICA-Sunnyvale
- Drove total enrollment from startup stage to over 900 students in three years
- AICA-Sunnyvale Revenue Plan was exceeded by 800K in FY10
- Achieved employee and customer satisfaction scores that were among the highest in the system while simultaneously improving cost controls and achieving high operating efficiencies
- Lead school in the successful transition from ACICS to WASC accreditation
- Executed culinary school expansion project that increased overall enrollment. Construction included complete commercial kitchens to support culinary program rollout

**2006-2007      Education Management Corp./ Art Institutes Fremont, CA**

*Vice President of Admission (Western Region)*

Responsible for leading overall admissions operations for The Art Institutes-West Region system of 15 schools. This includes hiring, ensuring overall development and leadership of the Sr. Directors and Directors of Admissions at each location. Also includes developing and managing the Ai admissions marketing budget to ensure fiscal responsibility coupled with tangible results. Collaborate with the Group Vice Presidents to ensure that admissions initiatives receive significant focus to drive positive results. Promoted to President in 12 months for meeting and exceeding all of the expected outcomes of the role.

## EDUCATION

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Keller Graduate School of Management

Fremont, CA.

- MBA & MHRM

University of California Los Angeles

Westwood, CA.

- Bachelor of Science -Sociology

## ORGANIZATIONS

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*Alameda Marine Corps Reserve*

Civilian Project Coordinator Toys for Tots Program (2011-Present)

Jammers Strong Foundation (Pediatric Cancer) President 2020-Present

Economic Development Advisory Commissioner 2016-2019

## LANGUAGES

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Fluent Spanish



City of Newark

RECEIVED  
JUN 30 2024  
5:44 AM  
CITY CLERK

City Clerk's Office  
37101 Newark Boulevard  
Newark, CA 94560

**APPLICATION AND STATEMENT OF QUALIFICATIONS  
FOR APPOINTMENT TO THE NEWARK CITY COUNCIL**

*Must be a Newark resident and registered voter at time application is filed.*

Applicant's Name: Grindall Terrence T  
(Last) (First) (MI)

Address: [REDACTED], Newark, CA 94560

Telephone: ( ) [REDACTED] Email Address [REDACTED]

Occupation: Planner Age 60 (Optional)

**This Statement must be signed and received by the City Clerk, 37101 Newark Boulevard, 2nd Floor, Newark, 94560, before 5:00 p.m. on Sunday, July 7, 2024. Email submittals will be accepted to [sheila.harrington@newark.org](mailto:sheila.harrington@newark.org) by the deadline. Applicants are advised that information provided on this Statement and attachments will become part of the public record.**

Please provide a typewritten statement of no more than 200 words per numbered category, addressing the following: (1) why you want to be appointed to the Newark City Council; (2) familiarity with City of Newark's organization and projects; (3) prior governmental, political, occupational, community service, or volunteer experience; (4) applicable education; and (5) your view of the City's budgetary priorities.

I am experienced, visionary and ethical. I have 34 years of experience in urban planning and city management. Including 13 years working as an executive for the City of Newark.

I am a long time Newark resident and am dedicated to our community. I'm a husband and father of two children. I'm a former school Board Member and member and past president of the Newark Rotary Club, Newark Optimist Club, and the Newark Educational Foundation. I've been an active participant in many community activities.

I am intending to run for City Council, however, If I'm appointed to fill the vacancy I will commit to not including "City Council Member" or incumbent as my ballot designation.

- ☐ Check here if your Statement continues on another page.  
☐ Check here if Resume is attached. (Optional)

Do you intend to seek Election to the Council in the November 2024 Election?

☒ Yes

☐ No

☐ Undecided

My signature on this application affirms that I am a resident of the City of Newark and registered voter as of the date of my signature.

Applicant's Signature [REDACTED]

Date: 6/30/2024



City of Newark

RECEIVED  
JUL 7 2024  
4:50 p.m.  
CITY CLERK

City Clerk's Office  
37101 Newark Boulevard  
Newark, CA 94560

**APPLICATION AND STATEMENT OF QUALIFICATIONS  
FOR APPOINTMENT TO THE NEWARK CITY COUNCIL**

*Must be a Newark resident and registered voter at time application is filed.*

Applicant's Name: Gutierrez Lucia  
(Last) (First) (MI)

Address: [REDACTED] Newark, CA 94560, Newark, CA 94560

Telephone: ( ) [REDACTED] Email Address [REDACTED]

Occupation: Administration Age \_\_\_\_\_ (Optional)

**This Statement must be signed and received by the City Clerk, 37101 Newark Boulevard, 2nd Floor, Newark, 94560, before 5:00 p.m. on Sunday, July 7, 2024. Email submittals will be accepted to [sheila.harrington@newark.org](mailto:sheila.harrington@newark.org) by the deadline. Applicants are advised that information provided on this Statement and attachments will become part of the public record.**

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See attached.

☒ Check here if your Statement continues on another page.

☐ Check here if Resume is attached. (Optional)

Do you intend to seek Election to the Council in the November 2024 Election?

☒ Yes

☐ No

☐ Undecided

My signature on this application affirms that I am a resident of the City of Newark and registered voter as of the date of my signature.

Applicant's Signature: [REDACTED] Date: 7/7/2024

Supplement page for the city council application for Lucia Gutierrez.

1. Why do you want to be appointed to the Newark City Council?

I am seeking the appointment to the Newark city council, because all bodies of government should have adequate and real representation of their constituents. Newark is changing and it is important to be aware of such transitions yet remember our roots and what has made Newark such a great city. I was raised in Newark, I'm an active member of my community, and with my strong roots and values I can ensure the community that I seek the best for them and our city.

I have a law degree, worked at various law firms and education institutions, and actively support my community. I hope to be a voice for our underserved community and ensure representation. I also hope to be able to bring history and experience to the team. I want our youth to grow and progress in their future, while always remembering the town they grew up in and to help instill the need to give back.

We are lucky to have a city council that keeps Newark moving forward, and with my prior governmental experience and knowledge, I hope to be a valuable asset to the Newark city council.

2. Familiarity with City of Newark's organization and projects:

The city council is currently embarking on various projects that will benefit the city and its residents. The various projects include those related to housing, overall city and parks revitalization, and infrastructure improvements. Some of the projects include Newark Active Transportation Plan which recommends infrastructure improvements, policies, and programs to support walking and biking in Newark, the City's first Facilities Master Plan, the Citywide Parks Master Plan, Newark's Public Art Master Plan, the Climate Action Plan, the Broadband Master Plan, and the plan to be ready for an emergency disaster,

With regards to housing, it's important to recognize the council's efforts to provide affordable housing to its residents and provide ample opportunities for new residents to join this community. Some of the city's housing projects include Bayside Newark, as well as Area 3 and 4, Timber Street Affordable Housing project, Satellite Affordable Housing, the conversion of TownPlace Suites, Mulberry Condos, Waymark Development's Waymark Townhomes, and Robson Homes, Lepakshi Homes

With regards to commercial improvements, the city is embarking on the NewPark Place plan and the exciting updates and improvement to Old Town Newark.

The various projects all benefit our community and move us towards the path of innovation.

3. Prior governmental, political, occupational, community service, or volunteer experience:

I have prior governmental experience as a Newark Unified School District board member. During that time I obtained a certificate in Masters in Governance, attended various Brown Act trainings, and gained experience in rules of procedures.

As for community service, I am currently on the board of Newark's Avanzando and the Hispanic Community Affairs Council. Both are non-profit organizations that provide scholarships to Latino students. I am also a Newark Rotarian, a Newark Promotora, and constantly volunteer my time to help Spanish-speaking parents in Newark. I am an active parent within the school district and part of school committees such as DELAC, ELAC, and LCAP. All committees that support English learner students, low income students, and our foster youth. Additionally, I would be remiss to not mention that I worked at the Silliman Center during my high school years for many years.

4. Applicable education

As for my educational background, I have a bachelor's degree in Political Science and History and a Juris doctorate. My educational experience has been pivotal in allowing me to understand and interpret laws and policy. I have also received training in the Brown act and obtained a certificate in governance. I am currently a member of two boards of two non-profit organizations, and understand very well the rules of procedure.

5. Your view of the City's budgetary priorities:

We have to praise the city council and the city's leadership team for continuing to provide excellence in financial reporting year after year. The city's focus to continue to plan for emergencies post-COVID 19 is an important and crucial factor in providing conservative projections and allowing the city to maintain a healthy reserve. This is valuable, considering the unexpectancy of the previous pandemic and the need to be prepared.

Additionally, I commend the city's leadership team with regards to their focus on capital projects, infrastructure improvements, and their continued priority to retain staff and bring in new members.

Newark residents have been fortunate to have a city council and leadership team that focuses on fiscal responsibility, modern and state of the art infrastructure, and stability with staff.

I believe the city has the right budgetary priorities because they have permitted an increase in revenue, even with challenges of a pandemic and its recovery post-pandemic.



City of Newark

RECEIVED  
JUN 28 2024  
1:04p.m.  
CITY MANAGER

City Clerk's Office  
37101 Newark Boulevard  
Newark, CA 94560

**APPLICATION AND STATEMENT OF QUALIFICATIONS  
FOR APPOINTMENT TO THE NEWARK CITY COUNCIL**

*Must be a Newark resident and registered voter at time application is filed.*

Applicant's Name: Little Eve M  
(Last) (First) (MI)

Address: [REDACTED], Newark, CA 94560

Telephone: ( ) [REDACTED] Email Address [REDACTED]

Occupation: University Professor Age                      (Optional)

**This Statement must be signed and received by the City Clerk, 37101 Newark Boulevard, 2nd Floor, Newark, 94560, before 5:00 p.m. on Sunday, July 7, 2024. Email submittals will be accepted to [sheila.harrington@newark.org](mailto:sheila.harrington@newark.org) by the deadline. Applicants are advised that information provided on this Statement and attachments will become part of the public record.**

Please provide a typewritten statement of no more than 200 words per numbered category, addressing the following: (1) why you want to be appointed to the Newark City Council; (2) familiarity with City of Newark's organization and projects; (3) prior governmental, political, occupational, community service, or volunteer experience; (4) applicable education; and (5) your view of the City's budgetary priorities.

I have provided a typewritten statement answering these questions as a separate attachment to this application. Thank you - Eve Marie Little

- ☒ Check here if your Statement continues on another page.  
☒ Check here if Resume is attached. (Optional)

Do you intend to seek Election to the Council in the November 2024 Election?

☐ Yes ☐ No ☒ Undecided

My signature on this application is the signature of the applicant as of the date of [REDACTED] resident of the City of Newark and registered voter as of the date of [REDACTED]

Applicant's Signature: [REDACTED] Date: 6/28/2024

# **- Eve Marie Little -**

## **City Council Application for the City of Newark**

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### **1) Why am I interested in joining the Newark City Council**

My interest in joining the Newark City Council is stemmed from my personal lifelong desire to help others. Ever since I was young, I have always been helping people. In college, I started a Spanish tutoring club to help struggling students. After college, I became very active in the Jaycees (Junior Chamber of Commerce), working on community projects all over the Houston area. I have volunteered in several other ways in the last two decades, specifically with scouting and helping incarcerated individuals at the Elmwood Correction Facility.

On top of all this, I am also fluent in both English and Spanish as well as basic conversation skills in four other languages. Being able to speak and relate to 35% of our demographics made up of Hispanics citizens would be a huge asset that I feel would be beneficial to the City Council and help us relate to more citizens.

I also feel that there is some work to be done specifically with the rising problems we have with crime and theft. Instead of complaining about these problems on social media, I want to step up and volunteer in helping resolve these issues.

### **2) Familiarity with the City of Newark organization and projects**

Around seven years ago, I moved to Newark and I have been very impressed with the direct actions the city has taken from citizen's requests such as the Newbark Dog Park and the Skateboarding area at the Silliman Center. I was also very happy to see how the vacant area was used for the new Costco and the plans for the upcoming Old Town Newark proposition.

I also took a lot of pride in seeing how the City Hall and the Library had an incredible transformation to a more modern and better usage of space BUT at the same time, they kept some of the old stain glass from the previous buildings. I loved how they tied the old and the new together and I feel that is a great way for us to be seen in the East Bay area.

I have also become familiar with other projects through my volunteering and leadership work at the Newark Days scout-related items and the Viola Blythe annual food drive.

### **3) Prior Governmental, Political, Community Service, & Volunteer Experience**

I have a lot of experience working within the community. Upon moving to California, I got a position as the community outreach representative for an Assemblymember and worked hard to represent her in her District. This is where I got a one-on-one opportunity to work directly with lawmakers. After being in this position, I felt there needed to be more of a grassroots involvement effort and I feel it get accomplished at the municipal level. Pertaining to volunteer experience, I have over 20 years volunteering through different projects such as the Houston Jaycees, Tri-City Voice newspaper, Consular Corps, Dive Pirate Foundation, and the Boy Scouts of America in many different roles including community affairs, event planning, grant writing, organizing, and working with diplomats and elected government officials.

Lastly, one of the areas I am MOST proud about is my involvement with the Rising Scholar program at Elmwood Correction Facility. Twice a week, I teach inmates college courses in the hospitality industry to help train them and get them ready for this career upon release. Being able to help those that need help at their most vulnerable time is part of the reason I have a passion for community service.

### **4) Applicable Education**

I have a bachelor degree from Texas A&M University in International Studies with minors in Spanish and Cultural Anthropology. I later received my master degree in Hospitality Management from University of Houston – Hilton School of Hotel and Restaurant Management. I have also taken additional courses through the North California College of Commissioner Science and various other programs and most recently finished my Certificate in Diversity, Equity and Inclusion with the University of South Florida.

### **5) Views of the City's Budgetary Priorities**

I believe where we need to prioritize our budget is on the police sector because of one of my top concerns for our city is the rise in crime and thefts. We also need to have more neighborhood involvements and individuals with an interest in volunteering to keep watch of our neighborhoods so we can add more safety/proactive watch in our area without overwhelmingly increasing our budget. Just yesterday, I took on a grassroots effort and organized and hosted our neighborhood potluck party to increase interaction and awareness with my neighbors on Breton Place.

I also think we need to work on finding ways to bring more companies to our area, especially in the Newark Mall area. The more companies we can bring in, the more tax revenue we can add to our budget.

I also feel that there needs to be a focus on bringing in more housing in our area, specifically apartments. I am glad to see that the former warehouse stretch of Cedar Blvd between Thornton and Mowry is being renovated and hopefully can increase housing and tax income in our area.

## OVERVIEW SKILL SUMMARY

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- Organize Community Events
- Project Management & Operations
- Extensive Volunteer Experience
- Public Speaking & Networking
- Non-Profit Past Experience
- Interest in Public Works/City Budgets
- Previous Community Affairs Experience
- Event Planning & Special Events
- Public Outreach/Public Speaking
- Previous Local Municipal Experience
- Teach Hospitality/Recreation Course
- Strategic Developments
- Event Planning & Special Events
- Administrative Leadership
- Trade Shows & Conferences
- Conversational Korean and Italian
- Fluent in Spanish and English
- Internship Coordinator

## UNIVERSITY TEACHING EXPERIENCE

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**Mission College**.....Santa Clara, California..... January 2021 to Present  
*University Lecturer at a two-year junior college*

- Prepared and Lectured the Introduction to Hospitality class along with the responsibility for assisting students with their Work Experience internship classes.
- Built from scratch the first ever hospitality study abroad month-long program in Florence, Italy.
- Working with the Alameda County Sheriff department at Elmwood Correction Facility to teach classes to inmates in both English and Spanish to help ease incarcerated students towards an education path upon being released.

**California State University- East Bay**..... Hayward, California .....September 2017 to Present  
*Hospitality University Lecturer at a four-year university in the San Francisco Bay area*

- Prepared and lectured various main courses at the College; Professional Preparation, Introduction to Hospitality, Recreation, and Tourism, Culture and Food, Women and Leisure, & Leisure, Self, and Society.
- Assisted the college with any other activities such as the Career Fair, Sustainable Tourism Conference, FRESCO, and any other special projects/requests.

**University of Houston**..... Houston, Texas..... June 2009 to June 2011  
*Contract Position as University Lecturer and Continuing Education Coordinator*

- Prepared and lectured two main courses at the College; Marketing Management, Lodging Management, Food and Beverage Management, Spanish in the Hospitality Industry, Hotel Sales, and more.
- Directed the continuing education program in conjunction with National Business Traveler Association (NBTA), which included being a liaison between the college and the NBTA organization.

**Kookmin University** 국민대학교.....Seoul, South Korea .....August 2003 – August 2005  
*University Lecturer at a 4-year University in Seoul*

- Elected as the International Liaisons for the University to promoted the school at several School Expos & Trade shows in the local Seoul area.
- Supervised an average of 180 students in 6 English Conversation Classes each semester.
- Worked one-on-one with students improving their conversation skills.
- Attended Meetings and brainstormed ideas on how to improve the Language Center.

## PROFESSIONAL EXPERIENCE

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### **FRESA Linguistics**.....Newark, California.....January 2017 to Present

*Business Owner of a Language Translation Business*

- Work one-on-one with individuals who want to learn to speak Spanish or better their English skills.
- Verbal or written translations for professionals who are looking for expanding business to the Hispanic clientele.

### **California Assemblywoman District 16<sup>th</sup>**.....San Ramon, California..... October 2015 – May 2016

*Community Affairs and Public Outreach Field Representative for the Elected Official, Catharine Baker*

- In charge of representing State Assemblywoman Republican Catharine Baker while networking at various events and locations while speaking on her behalf at other functions.
- Working as part of her team to tackle main issues facing California such as education, fiscal responsibility, transportation, and job creations in the east Bay area.

### **Texas Dragon Boat Association**.....Houston, Texas.....June 2009 – March 2015

*Executive Director and President of 501(c)(3) non-profit event planning organization - 2010-2015*

*Committee Member/Team Paddler – 2009-2010*

- Spokesperson and Networking Liaison for the company in the community, attending meeting and events as the non-profit organization.
- Work one-on-one with the Board Members and committee members to develop, event marketing, organized and executed two Asian themed festivals and program in the Houston and Sugar Land area each year while increasing festival profit by over 15% every festival.
- Responsible for developing community outreach, annual budgets preparation and fundraising plans as well as grant writing and implementing plans to reach those goals with positive cash flow each year.
- Managed over 60 interns and volunteers and keep them involved in the program all year through kick-off parties, planning committee meetings, social media events, and team building activities; evaluated and trained volunteers when needed.

### **Consulate of Ghana**.....Houston, Texas.....June 2012 to December 2014

*Director of Consular Affairs and Community Outreach for the Ghanaian community*

- Processed Business and Tourism Visas for those interested in traveling to the country.
- Organized social mixers and marketed networking events for the Consulate and VIP guests from Ghana.
- Represent the Consulate in the Houston community through public speaking, political events & community events.

### **NASA Johnson Space Center**.....Houston, Texas.....July 2007 to January 2009

*Corporate Events Marketing Director contracted by Sodexo for Off-site Conference Center*

- Managed and marketed special events for social and corporate events for 9 meeting/banquet rooms.
- Organize and execute trade shows and conferences for NASA and its contractors.
- Increased revenue by 120% in first year.
- Increased communication about large parties between different departments on property.
- Hosted big events for NASA such as Apollo 8 Reunion, FBI Conference, Engineer Training.
- Managed and directed Inventory Control, Employee Recruiting and Training.

### **INKATERRA Nature Hotel** ..... Lima, Peru.....September 2002 – January 2003

*Internship - Assistant Director of the Marketing Plan 2003 for this Sustainable Tourism Hotel Chain*

- Researched information related to the target market interested in ecotourism, sustainable tourism, South American travel, and other similar areas.
- Public Relations and Marketing for the company on a domestic and international level.
- Worked one-on-one with travel agencies and restaurants setting up Travel Packages.
- Translated documents from English to Spanish and visa-versa for promotional items.
- Worked as a Company Representative to network and promote the hotel corporation to Embassies in Lima.

## **EDUCATION & TRAINING**

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**University of Houston** - Conrad N. Hilton School of Hotel & Restaurant Management **Houston, Texas**  
*Master of Science: Hospitality Management, focused on Niche Marketing and Event Planning*

**Texas A&M University** **College Station, Texas**  
*Bachelor of Arts in International Studies with a Minor in Cultural Anthropology and Spanish*  
• Graduated Sigma Delta Pi Honor Society

**Northern California College of Commissioner Science** **Northern California**  
*Bachelor of Commissioner Science focused in Recreation Management with Scouting of America*

**Ecole Hôtelière de Lausanne** **Lausanne, Switzerland**  
*Hospitality Marketing Summer Courses at the top hospitality management university in the world*

**Soonchunghyang University** 순천향 대학교 **Asan, South Chungcheong Province, South Korea**  
*Teaching English as a Second Language (ESL) Teaching Certificate*

**University of South Florida** **Tampa, Florida**  
*Certificate in Diversity, Equity, and Inclusion in the Workplace*

**Cañada College** **Redwood City, California**  
*Currently enrolled as a Funeral Service Education student*

## **COMMUNITY INVOLVEMENT / VOLUNTEER EXPERIENCE**

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**Boy Scouts of America – Golden Gate Council** **June 2020 – Present**  
*Day Camp Director & Community Event Organizer*

Responsible for organizing the weeklong day camp for around 100 scouts with a detailed program in STEM, cooking, physical education, hiking and more with a partnership with Ardenwood Farms. Also responsible for organizing and executing interesting topics and conversations for over 50 BSA leaders in the San Francisco area.

**Cub Scout Pack 441 for Newark, California** **January 2017 – May 2021**  
*Den Leader*

*Committee Board Member, Recruitment Chair, and Pack Secretary for Organization*  
Volunteer for this well-known organization putting together activities and outings for our Cub Scouts thanks to my leads and referrals I have in the community. Responsible for attending scouting meetings and executing ideas and activities for the scouts as well as organizing ideas to recruit more scouts for the pack.

**Tri-City Voice Newspaper** **2018 to Present**  
*Community Article Writer*

Authored over 20 articles for our local community with a focus on covering positive news in our area along with upcoming events specially with the Scouting organization and featuring amazing individuals in our Tri-City area.

**Consular Corp of Houston** **January 2014-August 2014**  
*Director of Communication & Marketing*

The official organization of the Diplomats and Consulates in Houston; in charge of the email distributions, booking formal meetings and speakers as well as keep communication between the Consuls and the Houston community.

**Houston Junior Chamber of Commerce****2007-2014***Board Secretary***2012-2013***Vice President of Individual Development***2010***Vice President of International Relations***2011**

International organization that focuses on personal leadership skills and giving back to our community through various projects such as Toy Chest, Star of Hope, and Five Outstanding Houstonian Awards.

**Houston Consular Ball****2007-2014***Chairman of the Consular Ball 2010*

Citywide organization that focuses on increasing cultural awareness of other countries and people. Money raised at this event goes towards international education for local universities such as University of Houston, Rice University, and University of St. Thomas.

**Dive Pirate Foundation****2008-2015***Committee Member and Live Auctioneer*

The Dive Pirate Organization helps wounded veterans and paraplegic individuals learn how to scuba diving but most of all, they teach them that their life goes on and not to limit yourself. In charge of speaking and hosting the auctions to raise money at our annual gala.

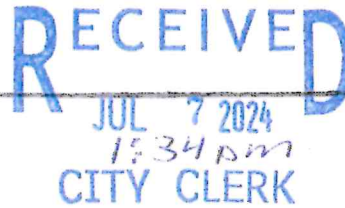
**CERTIFICATIONS / AWARDS / RECOGNIZATION**

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- Independent Press Award for authored children's book, *Who wants to be friends with a Dragon?*, a story about inclusion, diversity, and friendship for all. Available on Amazon and Barnes and Noble
- Mission College – Service to the College – Associate Faculty of the Year – 2024
- City of Newark, California – Commendation of Community Service – April 15, 2024
- Mission Peak District – District Award of Merit – 2023 – Top Volunteer out of 800 adult volunteers
- Mission Peak District – District Plaque Award – 2023
- Mission Peak Boy Scouts Day Camp Director of the Year – 2021
- Boy Scouts Mission Peak District Scout Council Volunteer Appreciation Award - 2020
- Favorite MBA Professor, Strategic Marketing – Austin University – 2019
- Youth Protection Training – Boy Scouts of America – 2018, 2020
- Small Business of the Month by Pleasanton Weekly – May 2017
- Outstanding Volunteer Work President Award of the Houston Junior Chamber - 2013
- Leadership in the Houston Community Award from the APCA Foundation -2012
- Outstanding Board Member of the Houston Junior Chamber – 2009, 2010
- Spirit of Diversity Training – NASA Johnson Space Center - 2007
- NASA “Hurricane Ike Recovery” Outstanding Volunteer Award – 2007
- Certificate of Commendation at 순천향 대학교 (Soonchunhyang University), South Korea - 2003
- Texas A&M International Studies International Spirit Award - 2002
- 2<sup>nd</sup> Place in Texas A&M Student Research Competition – 2002 – Rite of Passage Tourism



City of Newark



City Clerk's Office  
37101 Newark Boulevard  
Newark CA 94560

**APPLICATION AND STATEMENT OF QUALIFICATIONS  
FOR APPOINTMENT TO THE NEWARK CITY COUNCIL**

*Must be a Newark resident and registered voter at time application is filed.*

Applicant's Name: Mathew Raju C  
(Last) (First) (MI)

Address: [REDACTED], Newark, CA 94560

Telephone: ( ) [REDACTED] Email Address [REDACTED]

Occupation: consultant Age 66 (Optional)

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continued on separate sheet

- ☒ Check here if your Statement continues on another page.  
☐ Check here if Resume is attached. (Optional)

Do you intend to seek Election to the Council in the November 2024 Election?

☒ Yes

☐ No

☐ Undecided

My signature on this application affirms that I am a resident of the City of Newark and registered voter as of the date of my signature.

Applicant's Signature: [REDACTED] Date 7-7-2024

### **Why you want to be appointed to the Newark City Council**

I have lived in Newark for the last 23 years and calls Newark my home. I have worked as a manager with Alameda County Environmental Health Department for 23 years. After retirement, I currently run a consulting business serving the citizens of the bay area. During my employment with Alameda County Environmental Health Department, I managed the Health Department programs in the City of Newark. My experience with the governmental programs and the needs of the citizens, the role as the regulator and the regulated will be an asset to the city council. I have a balanced view of the need for regulations and support for the business to grow. My employment experience and relations with multiple city and county officials have prepared me to collaborate and cooperate to achieve meaningful results for the citizens of Newark. Currently I serve as a member of the Community Development Advisory Committee for the City of Newark. I see Newark positioned to be the most successful city in the Bay Area with the right approach. My passion for public service and friendly personality will enhance the good work that the current city council is doing. I believe that the important function of the city council is to understand the needs of the citizens of this city and oversee the implementation of programs to assist the inhabitants of this city enjoy a peaceful, healthy and prosperous life

### **Familiarity with City of Newark's organization and projects**

During my Employment with Alameda County Environmental Health Department I have worked very closely with the different departments of the City of Newark. I have a thorough knowledge of the organizational structure of the City of Newark. I had the opportunity to work very closely with city manager to the field staff of various departments of the city. Currently I am a member of Community Development advisory Committee of the City of Newark and is familiar with the many projects planned. I am aware and support the many ambitious projects undertaken by the city. Specifics are numerous to mention in the limited statement.

### **Prior governmental, political, occupational, community service, or volunteer experience**

My entire career in the United States was dedicated to public service. I have been a Health Inspector both in San Joaquin County and Alameda County. In this position I had the unique advantage of interacting with many small and large business owners throughout many cities and understanding the many regulatory hurdles faced by industry and have helped many businesses become successful. I have chaired the convention committee that organized and successfully executed a convention of over 5000 members of the Indian catholic community of North America in the bay area. I have been the Finance Committee chairman of our church and raised over two million dollars to buy a church and continues to chair the finance committee for the last 13 years.

### **Applicable education**

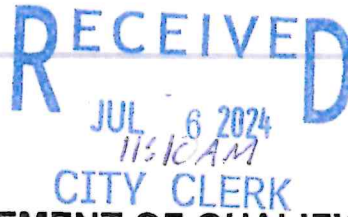
My formal education includes Bachelor of science from the University of Kerala, India; Masters in Applied Entomology and Parasitology from university of Jos, Nigeria and License as a Registered Environmental Health Specialist by the Department of Public Health, State of California. I am also Licensed as a Realtor

**Your view of the City's budgetary priorities.**

Budget decisions shall be guided by public input, analysis of available data and the policy goals of the City. It is the utmost duty of the city council to wisely and prudently budget the public funds. In my view the budgetary priorities for the City of Newark include public safety, Maintenance of the current infrastructure development and maintenance of more affordable public transportation, affordable housing, initiatives to attract new business, programs to support small businesses. Support for schools and other educational programs including adult and childhood education, development and maintenance of recreational facilities, Government operational expenses and city beautification projects. Fiscal accountability shall be at the core of every budgetary decision.



City of Newark



City Clerk's Office  
37101 Newark Boulevard  
Newark, CA 94560

**APPLICATION AND STATEMENT OF QUALIFICATIONS  
FOR APPOINTMENT TO THE NEWARK CITY COUNCIL**

*Must be a Newark resident and registered voter at time application is filed.*

Applicant's Name: Miguel Jason Matthew  
(Last) (First) (MI)

Address: [REDACTED], Newark, CA 94560

Telephone: ( ) [REDACTED] Email Address [REDACTED]

Occupation: Engineer Age 25 (Optional)

**This Statement must be signed and received by the City Clerk, 37101 Newark Boulevard, 2nd Floor, Newark, 94560, before 5:00 p.m. on Sunday, July 7, 2024. Email submittals will be accepted to [sheila.harrington@newark.org](mailto:sheila.harrington@newark.org) by the deadline. Applicants are advised that information provided on this Statement and attachments will become part of the public record.**

Please provide a typewritten statement of no more than 200 words per numbered category, addressing the following: (1) why you want to be appointed to the Newark City Council; (2) familiarity with City of Newark's organization and projects; (3) prior governmental, political, occupational, community service, or volunteer experience; (4) applicable education; and (5) your view of the City's budgetary priorities.

1. I want to be appointed to the Newark City Council to be a voice to an important segment of the Newark community, young adults. It is important to have a City Council that represents all segments of the community while also looking like those that reside in this great City. Issues affecting everyone, not just young people range from affordable housing, transportation, and safety. If given the opportunity, I will advocate for these important issues. We are in this very situation because of the first issue I mentioned earlier. I would be a voice not only for the younger people of Newark but also every segment within the City.

☐ Check here if your Statement continues on another page.

☐ Check here if Resume is attached. (Optional)

Do you intend to seek Election to the Council in the November 2024 Election?

☐ Yes

☒ No

☐ Undecided

My signature on this application affirms that I am a resident of the City of Newark and registered voter as of the date of my signature.

Applicant's Signature: [REDACTED] Date: 07/06/2024

1 (continued). More importantly, I don't plan on running for re-election in 2024 to finish the remainder of the term ending in 2026. Why? So someone interested in running doesn't have to face the steep hill of running against an incumbent. It's important for democracy and this City if the person appointed decides not to run. Incumbents rarely lose in this City so it's important for the sake of democracy and representation that if I am appointed, I don't have a direct line to serve for the next 40 years.

2. The City Council appoints the City Manager and the City Attorney. There are various departments led by a Department Director and are overseen by the City Manager or the Assistant City Manager, with the exception of the City Attorney's Office, Police Department, and the Fire Department. Within each Department, there are multiple divisions with a core focus supporting the mission of its Department and the City. Currently, fire services are provided by the Alameda County Fire Department via contract, though the City of Newark owns the three fire stations in the City.

Biennially, the City of Newark adopts its budget and capital improvement program (CIP). The budget shows the fiscal health of the City and the budget for the following two fiscal years. The CIP, meanwhile, shows different projects that the City is looking at doing with how they will be funded. In addition to the funded projects, there is a large list of unfunded projects.

3. I have been in public service my whole working life. I volunteered and later got hired with the City of Newark Recreation Department, where I worked from June 2015 to August 2020. I helped with nearly all aspects of the Department from youth sports, front desk assistant, birthday party host, cafe worker, and being the Ollie The Otter mascot in the summer of 2015 and 2016.

While attending UC Merced, I was hired with the School of Engineering, working from February 2018 to May 2020. During the summer and winter of 2019, I was an Intern with the City of Fremont Public Works Department Construction Engineering Division.

After graduating from UC Merced, I was hired to my first full-time job as a Junior Engineer with the City of Stockton Public Works Department Capital Engineering Program. Currently, I am an Assistant Engineer with the Santa Clara Valley Water District Community Projects Review Unit, where I have been employed for a little over two years.

Additionally, I volunteer as the Alameda County District 2 Alternate Commissioner on the Alameda County Fire Department Fire Advisory Commission. I also volunteered as an Elections Judge during the 2021 recall election.

4. I have been in Newark schools from preschool through high school. I attended the preschool in the very place I eventually started my paid employment career at the Silliman Center. I attended Milani Elementary School, which was named after an original member of the Newark City Council, Louis Milani. I then attended Newark Junior High School and Newark Memorial High School (Class of '17).

I attended the University of California, Merced (UC Merced) for four years and graduated in the spring of 2021 with a Bachelor of Science in Environmental Engineering. I also attended Ohlone College in the summer of 2018.

5. I support the five pillars of the 2024-2026 budget, though I would emphasize public safety, supporting education, and then furthering community development. Public safety is a top priority for most Newark residents. Supporting the Newark Police Department and the Alameda County Fire Department is critical in fostering a safe community in Newark. Prioritizing public safety, education, and furthering community development will have an indirect impact on the two other pillars in cultivating quality of life and improving city government operations.

Furthering community development will indirectly support the four other pillars in forms of an increase in sales tax. Increasing the number of food options and other venues within Newark will no doubt bring outsiders inside Newark but also increase the amount of sales tax that people of Newark spend in the City they live in because there are new and better alternatives within Newark. Finding a solution that wouldn't cause Newark residents to leave the City to eat or shop would produce more sales tax and will result in more revenue for the City and thus improve the various services the City can provide its citizens.

## **Jason Matthew Miguel, E.I.T**

### **Certificates**

Engineer-In-Training (E.I.T)

Certificate Number: [REDACTED]

### **Professional Experience**

Assistant Engineer I - Civil  
Santa Clara Valley Water District (Valley Water)

April 2022-Present  
San Jose, CA

- Analyzed permit applications submitted to Valley Water that occur on Valley Water's property and/or utilities
- Coordinated information of Valley Water utilities, fee title property, and easements in areas where construction was proposed to permit applicants
- Investigated utility requests that private contractors and government agencies submitted and supplied them with Valley Water property deeds and as-builts
- Collaborated with other Valley Water units to ensure Valley Water's assets are protected and considered in various development and construction projects
- Enforced the Valley Water's Water Resources Protection Ordinance to protect Valley Water assets
- Provided customer service via phone and email to various inquiries related to Valley Water property and permit application status

Junior Engineer  
City of Stockton Public Works Department

January 2022-April 2022  
Stockton, CA

- Utilized Microsoft Project to develop and maintain a master schedule for American Rescue Plan Act (ARPA) projects within the Public Works Department
- Constructed design drafts on AutoCAD to compare two different approaches to install a new crosswalk
- Filled out bid comparison sheets on Microsoft Excel to compare contractor bids with the engineer's estimate
- Analyzed traffic collision reports over a 5 year period to recalculate the Benefit/Cost (B/C) ratio to request additional funding from the California Department of Transportation (CalTrans)
- Performed quantity calculations using Adobe Acrobat and compared them with engineer's estimate that the consultant produced
- Performed quantity take-off measurements using Adobe Acrobat to measure the amount of materials used based off the plan sheets
- Served on a selection committee to rank consultant proposals

Administrative Intern (Construction Engineering Division)  
City of Fremont Public Works Department

May 2019- January 2020  
Fremont, CA

- Enforced the California Manual on Uniform Traffic Control Devices (MUTCD Ch. 6) on traffic control plans
- Implemented California Department of Transportation (Caltrans) Specifications 2015 and City of Fremont Standard Specifications on submittals
- Aided inspectors in the field at various Public Works Construction (PWC) projects
- Analyzed completed curb ramps to ensure Americans with Disabilities Act (ADA) compatibility
- Filled out progress payments and change orders

- Conducted labor interviews at various job sites to ensure employees were paid correctly

### **Education**

University of California Merced  
Merced, CA

Bachelor of Science, Environmental Engineering  
August 2017 - May 2021

### **Additional Experience**

Basketball Official Oct 2023 - Present (Independent Contractor)  
Contra Costa Basketball Officials Association

- Officiated middle school and high school basketball games within Southern Alameda County and Contra Costa County
- Administered National Federation of State High School Associations (NFHS) rules

Football Official Mar 2023 - Present (Independent Contractor)  
Mission Valley Football Officials Association

- Officiated high school football games in Southern Alameda County
- Administered NFHS rules during games

Recreation Leader June 2015 - May 2021 (Part-time)  
City of Newark Recreation Department Newark, CA

- Promoted youth activities and youth sports during the summer
- Administered the set up for the Jr. Warriors basketball program
- Mentored young athletes on the fundamentals of basketball
- Led instructional basketball lessons for kids ages 5 through 12
- Assisted in supervising monthly special events

School of Engineering Student Assistant 2 February 2018- May 2020 (Part-time)  
University of California Merced Merced, CA

- Monitored the School of Engineering Front Desk
- Booked and confirmed conference rooms managed by the School of Engineering
- Catalogued the status of 8 conference rooms managed by the School of Engineering
- Inventoried supplies used by various faculty and staff

Senior Customer Service Representative June 2017 - Aug 2018 (Part-time)  
City of Newark Recreation Department Newark, CA

- Supervised a group of up to 5 employees at the Silliman Family Aquatic Center Front Desk
- Monitored the Front Desk at the Silliman Activity and Family Aquatic Center
- Managed and balanced the cash register of \$100
- Collaborated with customers to solve problems with registration and membership errors

### **Volunteer Experience**

Alternate Commissioner, District 2 Jan 2023 - Present  
Alameda County Fire Department Newark, CA

- Appointed Alternate Commissioner representing Alameda County District 2 on the Alameda County Fire Department Fire Advisory Commission

Director, Board of Directors July 2022 -Present  
University of California, Merced Alumni Association Merced, CA

- Appointed Director on the UC Merced Alumni Association Board of Directors

Budget Task Force Member  
Newark Unified School District (NUSD)

Sep 2023 - Feb 2024  
Newark, CA

- Advised the NUSD executive staff on ways to have a sustainable budget
- Collaborated with other task force members on different ways to cut costs

Elections Judge  
Alameda County Registrar of Voters

September 2021  
Newark, CA

- Elections judge for the 2021 California Gubernatorial Recall Election

Undergraduate Student Representative, Student Conduct Board  
University of California, Merced

Dec 2017 - May 2020  
Merced, CA

- Appointed undergraduate student representative on the Student Conduct Board

Undergraduate Student Representative, Chancellor's Advisory  
Council on Campus Climate, Culture, and Inclusion  
University of California, Merced

Dec 2017 - May 2020  
Merced, CA

- Appointed undergraduate student representative on the Chancellor's Advisory Council on Campus Climate, Culture, and Inclusion

### **Skills**

**Software:** Microsoft Word, Microsoft Excel, Microsoft Project, ArcGIS Pro, AutoCAD



City of Newark

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City Clerk's Office  
37101 Newark Boulevard  
Newark, CA 94560

**APPLICATION AND STATEMENT OF QUALIFICATIONS  
FOR APPOINTMENT TO THE NEWARK CITY COUNCIL**

*Must be a Newark resident and registered voter at time application is filed*

Applicant's Name Shaikh Fatima M  
(Last) (First) (MI)  
Address [REDACTED], Newark, CA 94560  
Telephone: ( ) [REDACTED] Email Address [REDACTED]  
Occupation: Homemaker and Freelancer Age \_\_\_\_\_ (Optional)

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1. I want to make a difference for the people of Newark.
2. I have learned of city projects such as the community input projects, public art, and street maintenance through attending City Council meetings remotely since Mayor Hannon started.
3. I helped families that needed food by helping Schilling Elementary's food drive. I promoted a US presidential candidate. I was involved in college campus activities, including student government.
4. I have an MBA from CSU East Bay; a BA in Sociology from UC Berkeley; and two AAs from Ohlone College, giving me roots in Newark's general vicinity.
5. The city needs to improve its streets, make more sidewalks, and make the city more walkable. Events that bring together the community are great too!

- ☐ Check here if your Statement continues on another page.  
☐ Check here if Resume is attached. (Optional)

Do you intend to seek Election to the Council in the November 2024 Election?

☐ Yes

☐ No

☒ Undecided

My signature on this application affirms that I am a resident of the City of Newark and registered voter as of the date of my signature.

Applicant's Signature: [REDACTED] Date: July 2, 2024