



CITY COUNCIL  
HOUSING AUTHORITY AND  
SUCCESSOR AGENCY TO THE EL CAJON  
REDEVELOPMENT AGENCY

Council Chamber  
200 Civic Center Way  
El Cajon, CA 92020

## Agenda

MARCH 9, 2021, 7:00 p.m.

**Please note that, pursuant to the State of California Governor's Executive Order N-29-20, and in the interest of the public health and safety, members of the City Council and Staff may attend the meeting telephonically.**

**Further, Orders from the San Diego County Health Officer prevent persons other than City officials and essential employees to be physically present.**

**In accordance with the Executive Order, and in compliance with the County Health Officer's Orders, the public may view the meeting on the City's website. Please visit <https://www.cityofelcajon.us/videostreaming> for more details.**

**To submit comments on an item on this agenda, or a Public Comment, please visit the City's website at <https://www.cityofelcajon.us/videostreaming>. Comments will be accepted up to the conclusion or the vote of each item. Comments will be limited to 300 words and will be entered into the official Council Meeting Record. The City Council will endeavor to include all comments prior to taking action.**

**If you find that you are unable to submit a comment through the website, please contact the City Clerk's Office at (619) 441-1763, not later than 6:30 p.m. prior to the start of the City Council Meeting.**

**Should technical difficulties arise, they will be resolved as soon as possible.**

Bill Wells, Mayor  
Gary Kendrick, Mayor Pro Tem  
Michelle Metschel, Councilmember  
Steve Goble, Councilmember  
Phil Ortiz, Councilmember

Graham Mitchell, City Manager  
Vince DiMaggio, Assistant City Manager  
Morgan Foley, City Attorney  
Angela Cortez, City Clerk

**CALL TO ORDER: Mayor Bill Wells**

**ROLL CALL: City Clerk Angela Cortez**

**PLEDGE OF ALLEGIANCE TO FLAG AND MOMENT OF SILENCE**

**AGENDA CHANGES:**

**PUBLIC COMMENT:**

**At this time, any person may address a matter within the jurisdiction of the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency that is not on the Agenda. Comments relating to items on today's docket are to be taken at the time the item is heard. State law prohibits discussion or action on items not on the Agenda; however, Council, Authority and Agency Members may briefly respond to statements or questions. An item may be placed on a future Agenda.**

**COMMISSION INTERVIEWS:**

100. Interviews for City Commissions

**RECOMMENDATION:**

That the City Council conducts interviews for one (1) seat on the Personnel Commission and one (1) seat on the Planning Commission.

**ADJOURNMENT: The Adjourned Regular Joint Meeting of the El Cajon City Council/ El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 9th day of March 2021, is adjourned to Tuesday, March 23, 2021, at 3:00 p.m.**



**City Council  
Agenda Report**

**DATE:** 03/09/2021  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Angela Cortez, City Clerk  
**SUBJECT:** Interviews for City Commissions

---

**RECOMMENDATION:**

That the City Council conducts interviews for one (1) seat on the Personnel Commission and one (1) seat on the Planning Commission.

**BACKGROUND:**

On January 12, 2021, the City Council approved the application period for a seat on the Personnel Commission and on January 26, 2021, the City Council approved the application period for a seat on the Planning Commission. A press release was distributed to local media and applications were available on the City's website and in the City Clerk's Office.

Applications received were provided to the City Council for consideration. Applicants were informed of the opportunity to make a two-minute presentation during the interview process, followed by a question and answer period by Council.

**Personnel Commission**

Vacancy: One (1) Commissioner vacancy to be appointed by the City Council directly, with a term expiring on 01/31/2025.

Requirements: Applicant must be a resident of the City of El Cajon and continue to reside in the City during the term of office.

Personnel Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

**APPLICANTS:**

1. Kurt Brauer
2. Cynthia Elkins
3. Stephanie Harper
4. Megan Howell
5. Jason Martinez
6. Tabitha Remund-Burke
7. Robert Yslas, Jr.

## **Planning Commission**

Vacancy: One (1) Commissioner with a Term expiration of 01/31/2023

Requirements: Applicant must be a resident of the City of El Cajon and continue to reside in the City during the term of office.

Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

### **APPLICANTS:**

1. Derrek Cardinale
2. Cynthia Elkins
3. Patrick Grillot
4. Michael Fellows
5. (Paula) Kay LeMenager
6. Vincent Ortiz
7. Henry L. Russell
8. Sheila J. Snyder
9. Elizabeth A. Valles

### **FISCAL IMPACT:**

Members of the Planning and Personnel Commissions are compensated for meetings attended.

Prepared By: Angela Cortez, City Clerk

Reviewed By: N/A

Approved By: Graham Mitchell, City Manager

---

### Attachments

Personnel Applications

Planning Applications



2021 MAR 3 4:45 PM

**PERSONNEL COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Personnel Commission.

Name: Kurt Brauer

Date: March 3, 2021

**Personnel Commission Requirements:**

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office. Applicants nominated by the employee associations are not subject to this requirement according to Section 2.24.110 of the El Cajon Municipal Code.*
- 2. Conflict of Interest Code: Personnel Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.*

*\*\* Applicant will be appointed by the City Council directly.*

**The following questions represent the minimum qualifications to serve on the El Cajon City Personnel Committee:**

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 60 years

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

WEDNESDAY, MARCH 3, 2021 AT 5:00 PM

**NOTE:** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

RECEIVED OFFICE OF  
CITY CLERK  
Applicant's Name:  
Kurt Brauer  
2021 MAR - 3 - P. 4: 45

**APPLICANT INFORMATION**

NAME: Kurt Brauer  
ADDRESS: [REDACTED] South Mollison [REDACTED]  
PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I have been a resident of El Cajon for fifty years. I have always had an interest in helping individuals be their best. And work toward correcting employee issues. I have served as union president for six years for the classified professionals of Grossmont College and many other committees. I have also served as a facilities supervisor for twenty-plus years. And a total of 42 years at Grossmont College. I retired in December of 2020

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

I was a member of the traffic commission in El Cajon California. I also served on the El Cajon Police Department Committee under chief Jeff Davis

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

I recently retired from Grossmont College after forty-two years. I have been active in many hiring and campus committees, including CSEA president, chief negotiator, chief job Stuart, benefits committee, and served on hiring committees from Custodian to the chancellor. I was also a facility, grounds, and operation supervisor for twenty years

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** Grossmont Cuyamaca Community College District - retired 12-2020

**Last job title:** Facilities Supervisor

**Dates of Employment:**                      **From:** 8-1978                      **To:** 12-2020

**List the duties performed while you worked at this company:**

I don't have access to a job description from my supervisor position but can provide it later if needed. I have also served as a grounds maintenance senior worker for twenty-six years and a custodian for six years. I also served on an El Cajon Police Department committee under Cheif Jeff Davis

**Name of Employer:**

**Last job title:**

**Dates of Employment:**                      **From:**                      **To:**

**List the duties performed while you worked at this company:**

**Name of Employer:**

**Last job title:**

**Dates of Employment:**

**From:**

**To:**

**List the duties performed while you worked at this company:**

**ELIGIBILITY CERTIFICATION**

By signing below, I Kurt Brauer, certify that the information is true and correct to the best of my knowledge.

SIGNATURE 

DATE March 3, 2021



Date Received:  
RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

**PERSONNEL COMMISSION PUBLIC SERVICE APPLICATION**

2021 FEB 25 AM 11:10

Thank you for your interest in serving the community as a member of the El Cajon Personnel Commission.

Name: Cynthia Elkins Date: 2/23/2021

**Personnel Commission Requirements:**

- Residency:** According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office. Applicants nominated by the employee associations are not subject to this requirement according to Section 2.24.110 of the El Cajon Municipal Code.
- Conflict of Interest Code:** Personnel Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

**\*\* Applicant will be appointed by the City Council directly.**

**The following questions represent the minimum qualifications to serve on the El Cajon City Personnel Committee:**

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 15+ years

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

WEDNESDAY, MARCH 3, 2021 AT 5:00 PM

**NOTE:** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

Applicant's Name:

RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

APPLICANT INFORMATION

2021 FEB 25 P 1: 35

NAME: Cynthia Elkins

ADDRESS: [REDACTED] Sunshine Ave [REDACTED]

PHONE: [REDACTED]

EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

SUPPLEMENTAL QUESTIONNAIRE

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I have lived in El Cajon for years and I think I'd be perfect for this commission because I am a people person and I know how to get things done and I like to help with situations that arise that need attention.

I also have several years of customer service skills that I think would be perfect with this job.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

I am a people person, I have worked with the public for many years and I have been in El Cajon for over 15 years and I have been around. Im also a very fast learner and understand people .

I know how to work with others and work co workers.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:**

**Last job title:**

**Dates of Employment:                      From:                                      To:**

**List the duties performed while you worked at this company:**

I worked in retail for 15 years until 2008 when I was injured on the job. I was in customer service and sales.

I have not worked since 2008

**Name of Employer:**

**Last job title:**

**Dates of Employment:                      From:                                      To:**

**List the duties performed while you worked at this company:**

**Name of Employer:**

**Last job title:**

**Dates of Employment:**

**From:**

**To:**

**List the duties performed while you worked at this company:**

**ELIGIBILITY CERTIFICATION**

By signing below, I Cynthia Elkins, certify that the information is true and correct to the best of my knowledge.

SIGNATURE  DATE Feb 24, 2021



RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON-CA  
Date Received:  
2021 FEB 22 A 11: 25

**PERSONNEL COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Personnel Commission.

Name: Stephanie Harper Date: 2/22/2021

**Personnel Commission Requirements:**

- Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office. Applicants nominated by the employee associations are not subject to this requirement according to Section 2.24.110 of the El Cajon Municipal Code.
- Conflict of Interest Code: Personnel Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

**\*\* Applicant will be appointed by the City Council directly.**

**The following questions represent the minimum qualifications to serve on the El Cajon City Personnel Committee:**

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? over 40 years

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

**WEDNESDAY, MARCH 3, 2021 AT 5:00 PM**

**NOTE:** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

Applicant's Name:

APPLICANT INFORMATION

NAME: Stephanie Harper  
ADDRESS: [REDACTED] Mollison Ave. [REDACTED]  
PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

SUPPLEMENTAL QUESTIONNAIRE

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I believe that the city employees are the backbone of our city, and should set the example. How they are treated and how they treat others is vitally important to how well things in our city are run. I think sitting in this position will give me a greater insight on how our city works and since I plan on sitting on city council, this would be great experience for me. I love to help others and without our city employees who know their stuff where would we be? I would be a great asset to this commission.

**Please list your education, training, or special qualifications, which might be relevant to this position:**

I went to Mira Costa College and obtained my paralegal cert

I am involved with the issues that face my city and do the research about the issues to help me better understand. I am a problem solver which will help me no matter what I do.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

I am very involved with my city. I have ran for El Cajon City Council twice. Once in 2016 and again in 2020. I try to attend as many meetings as I can and speak out on the items that are questionable. I volunteered for the "We all Count" and was Vice President & Co. President of the Democratic Club. I am an advocate for our homeless citizens and help them however I can.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** Marsells Guest House

**Last job title:** Relief Staff

**Dates of Employment:** From: 6/2020 To: present

**List the duties performed while you worked at this company:**

I prepare meals; Give medications; Help residents with daily tasks; Take residents on outings; Teach living skills; Keep up cleaning; I am someone who listens to them and show them examples of how to do different tasks; I deal with outbursts and difficult attitudes at times. I care very much for each of them.

**Name of Employer:** Omni Cheer

**Last job title:** Sales ass.

**Dates of Employment:** From: 6/2019 To: 12/2019

**List the duties performed while you worked at this company:**

I took sales calls; Organized orders; Helped other staff; Knowledgeable of inventory; Attended 2 week training class for position; Working in different computer software; Knowledge of catalog. Working with customers all day.

**Name of Employer:**

**Last job title:**

**Dates of Employment:**

**From:**

**To:**

**List the duties performed while you worked at this company:**

[Empty box for listing duties performed while working at the company]

**ELIGIBILITY CERTIFICATION**

By signing below, I Stephanie Harper, certify that the information is true and correct to the best of my knowledge.

SIGNATURE 

DATE 2/22/2021



Date Received:  
RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON, CA

**PERSONNEL COMMISSION PUBLIC SERVICE APPLICATION**

7/21 MAR - 1 P 1:02

Thank you for your interest in serving the community as a member of the El Cajon Personnel Commission.

Name: Megan Howell Date: 02/24/2021

**Personnel Commission Requirements:**

- Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office. Applicants nominated by the employee associations are not subject to this requirement according to Section 2.24.110 of the El Cajon Municipal Code.
- Conflict of Interest Code: Personnel Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

**\*\* Applicant will be appointed by the City Council directly.**

**The following questions represent the minimum qualifications to serve on the El Cajon City Personnel Committee:**

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 20

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

**WEDNESDAY, MARCH 3, 2021 AT 5:00 PM**

**NOTE:** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

RECEIVED OFFICE OF THE  
APPLICANT SERVICES  
CITY CLERK  
EL CAJON CA

2021 MAR -1 P 1: 23

**APPLICANT INFORMATION**

NAME: Megan Howell  
ADDRESS: [REDACTED] Galway Place, El Cajon CA 92020  
PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I am a current City of La Mesa Recreation Supervisor and am familiar with City Employee Associations and the need to increase the representation of diversity and inclusion efforts. I have lived in Fletcher Hills and my first City job was working at the Fletcher Hills Pool.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

I currently am the staff liason for the City of La Mesa Community Relatons & Veterans Commission.

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

AA in Communication from Grossmont College.  
Current City of La Mesa Employee with Community Services Department. Member of La Mesa Employee Association.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

California Park and Recreation Society member. Aging Section.  
Previous Volunteer American Red Cross Community CPR/First Aid and Lifeguard.

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** City of La Mesa

**Last job title:** recreation supervisor

**Dates of Employment:**                      **From:** 10/22/2018                      **To:** current

**List the duties performed while you worked at this company:**

Oversee daily operations of Adult Enrichment Center  
Run daily deposits. Oversee full-time custodial staff, part-time staff and volunteers. Track performance measure for yearly reporting to City Council. Create bi-monthly bulletin for distribution.  
Create marketing materials for all events and distribute. Monitor budget and find cost-savings where appropriate. Run bi-monthly live senior dance. Execute contracts for instructors, bands and partners.  
Coordinate with County of San Diego. Create and submit timely and relevant social media content.  
Manage contract and billings with Grossmont Adult Education.  
-City-wide Volunteer Program  
Recruit, select and train volunteers for all city departments. Coordinate with HR and Police Department for all background checks of new volunteers. Track and manage hours.  
Coordinate and plan annual event.  
-Flag Day Parade  
Oversee and create agendas for monthly meetings. Ensure permits from Streets, Parks and MTS are secured. Coordinate day of parade with over 60 entries, 50 volunteers and city staff. Create updated maps. Solicit community and business sponsors. Secure Grand Marshal. Create and distribute all promotional materials. Notify impacted residents of road closures and festivities.  
-Community Relations and Veterans Commission  
Hold monthly meetings in person or via Zoom. Ensure that elections and work plan are completed. Ensure Commissioners are in compliance with Brown Act and that all meetings are held according to Roberts Rules of Order.  
-Rides4Neighbors -- SANDAG Transportation Grant  
Complete and submit monthly or quarterly invoicing to SANDAG. Track daily, weekly and monthly ride statistics to ensure compliance with grant. Oversee Grant daily operations. Write new grant proposal every 2 years to ensure program receives funding, adapts to new transportation trends and is compliant with all state and federal regulations. Manage Volunteer Driver program. Manage all contracts for transportation services.

**Name of Employer:** DayTripper Tours

**Last job title:** Tour development Coordinator

**Dates of Employment:**                      **From:** March 2017                      **To:** October 2018

**List the duties performed while you worked at this company:**

- Contracting and coordinating various elements of tour development including: tour research, costing, planning and setup of new and repeating tours and events.
- Creating and coordinating computerized records in a centralized database
- Coordinate vendor schedules and timing for itinerary details.
- Site Inspection and negotiation with vendors for new and potential tour destinations.
- Managing vendor deposits, payments and deadlines, hotel rooming lists and other contractual obligations
- Conduct research on new tour destinations and present ideas to upper management.
- Monitor sales and recognize market trends to determine when additional tours need to be added, maximizing revenue for the company.
- Implement and oversee the process of tours being published to the website in a timely manner.

**Name of Employer:** Gibson & Barnes

**Last job title:** Pattern Drafter and Alterations Specialist

**Dates of Employment:**                      **From:** September 2016      **To:** March 2017

**List the duties performed while you worked at this company:**

Make 1st Prototype patterns by hand or through Gerber Accumark, translating from technical sketch and draping to digital pattern.  
Digitizes approved draping into Accumark and completes first article.  
Works with customers and sales team for onsite measurements and alterations.  
Drafts 'Made to Measure' patterns for one piece and two piece garments, including maternity flight suits.  
Digitizes and updates physical patterns into Accumark  
Use Mil-Spec documents form government database to create patterns and prototypes for civilian use or government bidding.  
Use government data search engines to find specification information regarding fire-retardant fibers, weight and wash rate for fabrics in projects.  
Working with vendors to ensure berry compliance and mil-spec compliance of materials when applicable for projects.  
Knowing complete product line of Flight Suits, 2-piece uniforms, Bags, Helmets and Leather Jackets for alterations, repairs and new-product development.  
Coordinate alterations between 2 shops, ensuring that customers receive their garments in better condition and on time for projected completion dates.  
Provide accurate and timely responses to customer inquiries regarding sizing from website and in-person visits.  
Complete ' fit-suit ' visits with customers to ensure that custom suits are properly fitted and exceed customer expectations

**ELIGIBILITY CERTIFICATION**

By signing below, I Megan Howell, certify that the information is true and correct to the best of my knowledge.

SIGNATURE  DATE 25 Feb 2021



Date Received:  
RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

**PERSONNEL COMMISSION PUBLIC SERVICE APPLICATION**

2021 MAR 1 P 1:12

Thank you for your interest in serving the community as a member of the El Cajon Personnel Commission.

Name: Jason Martinez Date: 2/22/2021

**Personnel Commission Requirements:**

- 1. Residency:** According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office. Applicants nominated by the employee associations are not subject to this requirement according to Section 2.24.110 of the El Cajon Municipal Code.
- 2. Conflict of Interest Code:** Personnel Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

**\*\* Applicant will be appointed by the City Council directly.**

**The following questions represent the minimum qualifications to serve on the El Cajon City Personnel Committee:**

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 22 years

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

WEDNESDAY, MARCH 3, 2021 AT 5:00 PM

**NOTE:** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

Applicant's Name:  
RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

**APPLICANT INFORMATION**

2021 MAR -1 P 1: 23

NAME: Jason Martinez  
ADDRESS: [REDACTED] Cono Dr. El Cajon, CA 92020  
PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I have an interest in the City of El Cajon Personnel Commission because of my desire to be involved in my community and in employee/management relations. I worked for the City of El Cajon Recreation Department (mostly at Hillside Center) from 1986-2016.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

I have been a part of the Grossmont Union High School District's Got Plans Career and College Fair Committee since its inception in 2004. This is the annual career/college fair that is targeted towards teens and their parents learning about university opportunities, the military, various career fields, and financial aid. I have been the Chairperson of this committee in 2005, 2013, and 2015-present.

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

I have a Bachelor's degree from SDSU in Psychology and a Master's degree from SDSU in Policy Studies. My teaching credential is in Social Science & ESL and my School Counseling credential are from UCSD.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** Grossmont Union High School District

**Last job title:** School Counselor and Project Director

**Dates of Employment:**                      **From:** 6/2015                      **To:** Present

**List the duties performed while you worked at this company:**

I am the School Counselor, Internship Coordinator, and Project Director for Grossmont Middle College High School. I work with 11th and 12th grade high school students helping them with academic planning, social/emotional issues, and college/career choices. I am the GUHSD liaison to Grossmont College for the day to day operations of the school.

My duties for GUHSD also include me being the English Learner Coordinator for Alternative Education (IDEA Center, Chaparral Continuation High School, and Grossmont Middle College High School). I monitor the progress of students learning English.

**Name of Employer:** Grossmont Union High School District

**Last job title:** School Counselor-International Newcomer Center

**Dates of Employment:**                      **From:** 6/2010                      **To:** 6/2015

**List the duties performed while you worked at this company:**

I welcomed newcomer students and their families to GUHSD and East County. I tested students in English and evaluated their school records/transcripts.

**Name of Employer:** City of El Cajon Recreation Department

**Last job title:** Youth Sports Coach/Recreation Leader

**Dates of Employment:**                      **From:** 8/1986                      **To:** 8/2016

**List the duties performed while you worked at this company:**

I coached and coordinated youth sports (Indoor Soccer, Basketball, Flag Football) at Hillside Recreation Center.

**ELIGIBILITY CERTIFICATION**

By signing below, I Jason Martinez, certify that the information is true and correct to the best of my knowledge.

SIGNATURE [REDACTED] DATE 2/22/2021



RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

2021 MAR -1 P

Date Received:  
3/1/21

**PERSONNEL COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Personnel Commission.

Name: Tabitha Remund-Burke

Date: March 1, 2021

**Personnel Commission Requirements:**

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office. Applicants nominated by the employee associations are not subject to this requirement according to Section 2.24.110 of the El Cajon Municipal Code.*
- 2. Conflict of Interest Code: Personnel Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.*

*\*\* Applicant will be appointed by the City Council directly.*

**The following questions represent the minimum qualifications to serve on the El Cajon City Personnel Committee:**

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 11 years

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

WEDNESDAY, MARCH 3, 2021 AT 5:00 PM

**NOTE:** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

Applicant's Name:  
Tabitha Remund-Burke

2021 MAR 1 P 1:31

**APPLICANT INFORMATION**

NAME: Tabitha Remund-Burke

ADDRESS: [REDACTED] Edward St, El Cajon, CA 92020

PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I am interested in becoming more involved in the community and feel my experience will add value to the Personnel Committee. I am a San Diego native and homeowner in El Cajon for the past 11 years and looking forward to improving the community. If appointed I am prepared to dedicate the next 4 years to serve the commission and people of El Cajon.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

Student Site Council, Parkway Middle School, La Mesa/Spring Valley School District-2014/2015

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

Executive leader and strategic thinker with over twenty five years of progressive experience in streamlining operations, increasing revenues, and developing systems. Excel in hiring, training, and leading high performing teams as well as developing employees to maximize individual performance. Adept in identifying and analyzing business trends, providing solving tools, benchmarking key operation metrics and leading solution-oriented cross-functional teams in a matrix environment to improve profitability, quality, and operational excellence.

During my 20+ years with HDOS Enterprises, I was responsible for overseeing and developing employment processes as well as a merit system for multiple levels of employees and leadership. I worked closely with HR to ensure necessary processes were in place to prevent harassment, discrimination and unfair employment.

In 2014, I was elected by my peers to serve on the Student Site Council at Parkway Middle School. My responsibilities on the council included:

- Reviewing and evaluating school improvement programs
- Making recommendations and managing the school budget in order to increase student test scores
- Meeting all district and state budget guidelines

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

Coalition of Franchisee Associations, Board Member- 2019-Present  
Junior Achievement USA- Volunteer- January 2013-Present  
San Diego Water Authority- Citizens Water Academy- Spring 2017  
El Cajon Police Department – Citizens Police Academy- Summer 2017  
Student Site Council, La Mesa/Spring Valley School District- 2014/2015

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** National JIB Franchisee Association

**Last job title:** Executive Director

**Dates of Employment:**                      **From:** 2017                      **To:** Present

**List the duties performed while you worked at this company:**

- Oversee operations, administration, programs and strategic plan of association
- Oversee and direct all staff
- Conference and event planning focused on raising funds and meeting with association members
- Responsible for the fiscal management of the annual budget
- Communicate with the Board of Director and execute goals
- Connect, support and inspire association members and key sponsors
- Build and manage relationships with franchise owners, franchisor and key sponsors to add value

**Name of Employer:** FPI International, LLC

**Last job title:** Director of Franchise Sales & Development

**Dates of Employment:**                      **From:** 2015                      **To:** 2017

**List the duties performed while you worked at this company:**

- Created and implemented franchise strategy and plan for accelerate growth
- Identify, recruit, qualify and onboard new multi-unit franchisees
- Create strategic development growth plans and ensure franchisees meet development commitments
- Create and maintain digital and print marketing material
- Support franchisees in site selection and approval, real estate, and construction process
- Update and administer FDD, Franchise Agreement and Multi-Unit Agreements
- Build and foster relationships with franchisees

**Name of Employer:** HDOS Enterprises

**Last job title:** Director of Franchise

**Dates of Employment:**                      **From:** 1992                      **To:** 2014

**List the duties performed while you worked at this company:**

- Strategic Executive Member, headed by the CEO, responsible for strategic and operational company growth
- Developed and executed strategic plan for domestic and International franchise growth from the ground up
- Sell and negotiate franchise contracts domestically and internationally across multiple cultures
- Created and maintained all franchise on-boarding, training, and procedural materials
- Direct cross-functional development, market planning, construction, real estate, marketing, and supply chain
- Built and enforced systems to ensure franchisees are compliant with all systems and procedures
- Performed audits to ensure franchisees are following operating system, coaching them to maximize their return on investment, assisting them with operational guidance, and mentoring all aspects of training
- Travel extensively to Guam, Brazil, South Korea, Dubai and domestically to support franchise development
- Oversee and manage over 100 locations, 12 district managers, and their respective teams
- Managed the overall operations and financial success of multiple units increasing annual profits by 5%
- Identified and developed leaders from within through mentor and talent development programs
- Development and implementation of local marketing strategy focused on driving sales and building the brand
- Read, analyzed, and developed weekly financial reports to track and encourage financial success
- Accountable for employee relations, state and federal laws, safety, and facility standards
- Maintained all operations manuals, forms, and company training programs- Traveled extensively to each of the 15 company regions to provide feedback, guidance, and support
- Created and approved all store and field support annual budgets and bonus programs
- Made operational changes increasing the company bottom line by \$1 million in a fiscal year

**ELIGIBILITY CERTIFICATION**

By signing below, I Tabitha Remund-Burke, certify that the information is true and correct to the best of my knowledge.

SIGNATURE [Redacted Signature] DATE March 1, 2021



Date Received:
RECEIVED OFFICE OF
CITY CLERK
EL CAJON CA

PERSONNEL COMMISSION PUBLIC SERVICE APPLICATION

Thank you for your interest in serving the community as a member of the El Cajon Personnel Commission.

Name: Robert Yslas, Jr.

Date: 01MAR2021

Personnel Commission Requirements:

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office. Applicants nominated by the employee associations are not subject to this requirement according to Section 2.24.110 of the El Cajon Municipal Code.
2. Conflict of Interest Code: Personnel Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

\*\* Applicant will be appointed by the City Council directly.

The following questions represent the minimum qualifications to serve on the El Cajon City Personnel Committee:

Are you a resident of the City of El Cajon? Yes [checked] No [ ]

How long have you lived in El Cajon? 19 yrs

Are you available for meetings in the: Mornings [ ] Evenings [checked] Both [ ]

APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:

WEDNESDAY, MARCH 3, 2021 AT 5:00 PM

NOTE: Once a public service application is filed with the City, it becomes a public record and is available to the public.

GENERAL INFORMATION

Term of Office & Position Type: The term of office will begin upon appointment and end January 31, 2025.

Selection Process: The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

RECEIVED  
Applicant's Name of  
CITY CLERK  
EL CAJON CA

2021 MAR -2 P 3 10

**APPLICANT INFORMATION**

NAME: Robert Yslas, Jr.  
ADDRESS: [REDACTED] Petree St. [REDACTED] El Cajon 92020  
PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I have been employed by SDSU for 28 years; in that time, I have served as a Union Steward for about 20 years and as a Union Chapter President/member of the Board of Directors for over 5 years. Serving in that position, both as a Steward and president, I have meet with employees who have a wide-range of contractual issues that affect their rights, wages, and working conditions.

As you can imagine, a plethora of personal and work issues are brought before us as representatives and we find ways to work with the campus administration, managers, and other campus staff to resolve them as best as possible. I have worked closely with the Office of Employee Relations and have championed for fair treatments of employees whose issues may not always be black and white. I also work with our Human Resources office to resolve matters and try to find ways to bring fairness to the workplace.

I recently became a U.S. Coast Guard Auxiliary Administrative Investigator. Following in a similar path, Auxiliary Admin Investigators work with the District legal officer and the Director of the Auxiliary to determine is policy has been violated. We work to determine fact and present our findings and recommendations to the legal officer.

I am interested in this position because I would like to use these skills to help my community. While being part of this commission is limited in scope, it is still an opportunity to be a part of the solution or at least trying to bring fairness to my fellow neighbors.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

Education:

- BA in Psychology w/minor in Community Health Education from SDSU (1993)
- MS in Criminal Justice w/emphasis in Global Issues from Kaplan Univ. (2011)
- Ph.D Candidate in Human Services w/emphasis in Disaster, Crisis, and Intervention from Walden University (approx 2021 grad date).

Training:

Basic Union Stewards Training  
Advanced Union Stewards Training  
U.S. Coast Guard Auxiliary Administrative Investigator Training/Certification

Qualifications:

Union Steward (approx. 20 years experience)  
Union Chapter President (5 years experience)  
USCG Auxiliary Administrative Investigator (6 mos)

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

I am a member of the following organizations:

El Cajon Elks  
U.S. Coast Guard Auxiliary  
California State Guard - State Military Police/79th Support Detachment  
Scouts BSA

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** San Diego State University

**Last job title:** Residency and Special Admissions Specialist

**Dates of Employment:**                      **From:** 04/1993                      **To:** Present

**List the duties performed while you worked at this company:**

Apply comprehensive knowledge of California State and Federal law to determine residency for tuition purposes. Oversee all special admission process and staff fee waiver programs. Evaluate military status for residency and admissions purposes. Review, resolve, and utilize SDSU/CSU admissions policies to evaluate student files for admission determination.

**Name of Employer:** Petree Inc/Timbers Apartments

**Last job title:** Lead Courtesy Patrol Officer

**Dates of Employment:**                      **From:** 2002                      **To:** Present

**List the duties performed while you worked at this company:**

Manage fire and security patrol enforcements. Enforce private property and vehicle laws as prescribed in current apartment rules and regulations as well as California vehicle and municipal city codes. Provide basic interview and investigative techniques and written reports of security/property incidents.

**Name of Employer:** U.S. Navy - Reserves

**Last job title:** Fleet Marine Corpsman

**Dates of Employment:**                      **From:** 1987                      **To:** 1994

**List the duties performed while you worked at this company:**

Provided administrative and emergency medical support in preparation for mission readiness. Performed preventive and treatment of disease and injuries, facility health inspections, and supervised personnel for training, administration, and medical occasions.

**ELIGIBILITY CERTIFICATION**

By signing below, I Robert Ylao, Jr., certify that the information is true and correct to the best of my knowledge.

SIGNATURE  DATE 3/11/2021



RECEIVED OFFICE OF CITY CLERK EL CAJON CA Date Received: 2021 MAR -3 P 1: 25

**PLANNING COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Planning Commission.

Name: Derrek Cardinale Date: 1 March 2021
Planning Commission Requirements:
1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office.
2. Conflict of Interest Code: Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.
The following questions represent the minimum qualifications to serve on the El Cajon City Planning Committee:
Are you a resident of the City of El Cajon? Yes [checked] No [ ]
How long have you lived in El Cajon? 7 yrs
Are you available for meetings in the: Mornings [ ] Evenings [ ] Both [checked]

APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:

WEDNESDAY, MARCH 3, 2021 AT 5:00 PM

NOTE: Once a public service application is filed with the City, it becomes a public record and is available to the public.

GENERAL INFORMATION

Term of Office & Position Type: The term of office will begin upon appointment and end January 31, 2025.

Selection Process: The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

Applicant's Name:  
**Derrek Caridnale**

2021 MAR -3 P 1: 25

**APPLICANT INFORMATION**

NAME: Derrek Cardinale

ADDRESS: [REDACTED] Villa Crest Drive, El Cajon, CA 92021

PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I have lived in El Cajon for over 7 years now and would love to see the city be as beautiful as it was when I was younger. I have served my country, I have served my church and now I would love to serve my community.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

[REDACTED]

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

Some college. I have been in the Marine Corps for 13 years now as the rank of Gunnery Sergeant. I have also been a Real Estate Agent for over 5 years now.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

Realtor. Apart of Pacific Southwest Association of Realtors. Volunteer and Foothills Community Church and Shadow Mountain Church.

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** Berkshire Hathaway HomeServices California Properties

**Last job title:** Realtor

**Dates of Employment:**                      **From:** 01/20                      **To:** Present

**List the duties performed while you worked at this company:**

Help families buy and sell homes! From showing homes to writing offers and negotiating deals.

**Name of Employer:** United States Marine Corps

**Last job title:** Company First Sergeant

**Dates of Employment:**                      **From:** 07/2007                      **To:** Present

**List the duties performed while you worked at this company:**

- Serve as the senior enlisted advisor to the company commander.
- Supervise all enlisted PME ensuring all Marines are properly prepared for upcoming promotions.
- Supervise all administrative matters, training functions and the employment of the command in both garrison and field operations.
- Report to the commander on the status of matters pertaining to the efficiency and effectiveness of the command.
- Counsel subordinate unit noncommissioned officers as required to improve the effectiveness of the enlisted leadership.
- Disseminate information to all assigned enlisted personnel regarding company/battalion policies.
- Interview and counsel enlisted personnel on professional and personal matters that may affect the efficiency and morale of the command.
- Prepare, supervise and participate in ceremonies, briefings, conferences.

**Name of Employer:**

**Last job title:**

**Dates of Employment:**                      **From:**                      **To:**

**List the duties performed while you worked at this company:**

**Please describe any experience in public, civic, and charitable offices and/or any other activities that you believe will help you contribute while serving in this position:**

I have never held a seat in a public, civic or charitable office, but have been boots on the ground in assisting. I have assisted in the distribution of food and supplies over the span of 24 weeks at Shadow Mountain Community Church. I have been a Royal Rangers leader at Foothills Community Church. I have also volunteered at Foothills Community Church on several other events.

**ELIGIBILITY CERTIFICATION**

By signing below, I Derrek Cardinale, certify that the information is true and correct to the best of my knowledge.

SIGNATURE



DATE 2 March 2021



Date Received:  
RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA  
2021 FEB 26 A 11: 10

**PLANNING COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Planning Commission.

Name: Cynthia Elkins Date: 2/23/2021

***Planning Commission Requirements:***

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office.*
- 2. Conflict of Interest Code: Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.*

***The following questions represent the minimum qualifications to serve on the El Cajon City Planning Committee:***

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 15+ years

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

WEDNESDAY, MARCH 3, 2021 AT 5:00 PM

***NOTE:*** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

APPLICANT INFORMATION

NAME: Cynthia Elkins  
ADDRESS: [REDACTED] Sunshine Ave [REDACTED] El Cajon Ca  
PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

SUPPLEMENTAL QUESTIONNAIRE

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I'd like to be involved in the development and planning of developments and other areas in El Cajon because I for one am very tired of things being developed and planned in EL CAJON that does not serve everyone in El Cajon. We have things being built and re developed that alot of us did not approve of or even get asked about. Things were just done because the city council wanted them done. No vote no opinion nothing.  
I for one would like to be on a commission that oversees this things. Its time the residents of El Cajon had a voice.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

[REDACTED]

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

I think living in El Cajon for over 15 years and seeing all that goes on here gives me the experience and education and qualifications for this commission.

We need things planned that are not even in the THOUGHT stage and that needs to END.

There are alot of things that El Cajon needs that the council is ignoring.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:**

**Last job title:**

**Dates of Employment:                      From:                                      To:**

**List the duties performed while you worked at this company:**

I have not worked since 2008 when I was injured on the job

**Name of Employer:**

**Last job title:**

**Dates of Employment:                      From:                      To:**

**List the duties performed while you worked at this company:**

**Name of Employer:**

**Last job title:**

**Dates of Employment:                      From:                      To:**

**List the duties performed while you worked at this company:**

**Please describe any experience in public, civic, and charitable offices and/or any other activities that you believe will help you contribute while serving in this position:**

[Empty box for describing experience]

**ELIGIBILITY CERTIFICATION**

By signing below, I Cynthia Elkins, certify that the information is true and correct to the best of my knowledge.

SIGNATURE  DATE Feb 24, 2020



RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON, CA

2021 MAR -3 A 7:43

**PLANNING COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Planning Commission.

Name: Patrick Grillot Date: 3/2/2021

***Planning Commission Requirements:***

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office.*
- 2. Conflict of Interest Code: Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.*

***The following questions represent the minimum qualifications to serve on the El Cajon City Planning Committee:***

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? ~1 yr

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

**WEDNESDAY, MARCH 3, 2021 AT 5:00 PM**

***NOTE:*** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON, CA

Patrick Grillot

2021 MAR -3 A 7 43

NAME: Patrick Grillot

ADDRESS: [REDACTED] La Sombra Drive, El Cajon, CA 92020

PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

[REDACTED]

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

As an engaged citizen and capable project manager, I am interested in offering my skills and passion to serving our community on the Planning Commission. My top priorities align with the council's recently declared priorities for the year: homelessness and economic development.

As we rebound from the pandemic, I believe the Commission is a key partner in the city's growth. The past year has shown that flexibility and innovation are key to business success, and the city should continue to support that. Professionally, I have a motto of meeting clients' requests by saying "Yes, if..." instead of "No, because..." and I think this openness to creative solutions and opportunities will help me serve the city well.

On homelessness, the Commission is one of several partners in solving this problem, but I think we can play a role by fostering the types of housing stock needed in the city, supporting transitional facilities with wraparound resources, and by coordinating with regional partners in the public, private, and non-profit sectors.

Lastly, I support the planned development around the Transit Center and connecting it with the Main Street/Downtown area, which will create a vibrant and inviting entry to our city that will attract economic and cultural activity.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

[REDACTED]

Are you related to any employees of the City of El Cajon? Yes  No

If Yes, please indicate name and relationship:

Are you a registered voter? Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

While I do not have formal certifications in the areas of land use or planning, I do stay up-to-date on local and state news on land use, and I enjoy reading and learning about new trends in the industry generally. I regularly attend (virtually) or read the minutes of city council and planning commission meetings. I have found these meetings to be a helpful way to stay in-the-know and provide feedback on upcoming projects, whether for commercial/business development, residential, or governmental purposes.

Moreover, I have sought out and read the materials on the City's Planning website for the General Plan Amendment process, the Transit District Specific Plan, and others. I have joined many of the Planning department's outreach meetings in the last year to gather input on these. My existing engagement with these will help me hit the ground running on the Planning Commission for both in-progress projects, as well as the consideration of the General Plan Amendment that the staff will be presenting to the Commission and Council for approval later this year.

Lastly, I am a certified Project Management Professional (PMP) from Project Management Institute (PMI). I earned this credential through proven expertise and experience in project management, and I retain it through continuing education and community engagement. While not specific to city planning, this designation highlights my knowledge and experience in shepherding complex projects from inception to completion, which will be transferable to working with developers, community partners, and city staff to design and implement improvements to the city.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

I am active member of the San Diego area chapter of Project Management Institute (PMI). Members of this organization are experienced managers of large, complex projects, spanning industries, from construction and logistics to marketing or software, and more. We benefit from sharing our experiences, lessons learned, and best practices in our fields.

Prior to moving to California, I served in community and neighborhood organizations in Wisconsin. As a member of my local neighborhood association, I participated in meetings with developers, fellow residents, government officials, and other stakeholders who would present information on proposed projects, including grocery stores, housing projects, restaurants, social service agencies, night clubs, entertainment venues, parks, and more. This exposed me to some of the nuances and considerations that come with a variety of proposed projects. I enjoyed participating in this planning process, and I think I thrive in hearing feedback from the stakeholder groups, synthesizing it, and aligning it with the overall strategic plan for the city or for a specific neighborhood.

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** Epic Systems Corporation

**Last job title:** Implementation Consultant & Project Manager

**Dates of Employment:**                      **From:** Sept 2013                      **To:** Present

**List the duties performed while you worked at this company:**

As an organized, personable, and quick-learning project manager, I thrive leading cross-functional teams to define and achieve a shared goal. In my seven-plus years of progressive experience, I've grown skills that will help me on the Commission: assessing and articulating project statuses succinctly, communicating technical terminology clearly to non-technical audiences, being curious and open to new ideas, and identifying risks and mitigation plans.

Currently, I work full-time as an embedded member of my client's team, providing subject matter expertise and project management skills to a major healthcare organization helping them leverage technology to improve patient experiences, operational efficiency, and care delivery. This past year, my work has focused on empowering our teams with tools to respond to COVID-19, from surging capacity last spring to the current vaccination roll-out.

Previously, on our customer success team, I oversaw dozens of concurrent projects, regularly checking in to provide guidance and support and to ensure project success.

**Name of Employer:** San Diego County Registrar of Voters

**Last job title:** Technical Inspector (Poll Worker)

**Dates of Employment:**                      **From:** Oct 2020                      **To:** Nov 2020

**List the duties performed while you worked at this company:**

I decided to be a poll worker last year to fill the gap created by the pandemic making it unsafe for many who had previously fulfilled this duty.

In this role, I supported citizens participating in the democratic process, including verifying and entering voter information, determining voter eligibility, and ensuring the security and integrity of the ballots. Quickly, I became the point-person on our 13-person team for policy and procedure questions and for liaising with Registrar of Voters staff on the poll worker hot-line.

This required learning the laws and regulations for governmental proceedings, maintaining a cool head while interacting with members of the public who may be upset or vocal, and demonstrating leadership on the team when unexpected issues arose. I believe that these transferable skills will help me in the work of the Planning Commission.

**Name of Employer:**

**Last job title:**

**Dates of Employment:**                      **From:**                      **To:**

**List the duties performed while you worked at this company:**

**Please describe any experience in public, civic, and charitable offices and/or any other activities that you believe will help you contribute while serving in this position:**

My experiences described above in election administration and in engagement with planning processes have given me an appreciation of public service and an inspiration to continue to serve my community.

I think my skills and experiences will be an asset to Commission, and I welcome the opportunity to answer any questions from the Council.



By signing below, I Patrick Grillot, certify that the information is true and correct to the best of my knowledge.

SIGNATURE  DATE 3-2-21



RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

Date Received:  
2021 MAR - 3 P 3: 25

**PLANNING COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Planning Commission.

Name: Michael Fellows Date: 3/3/21

***Planning Commission Requirements:***

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office.*
- 2. Conflict of Interest Code: Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.*

***The following questions represent the minimum qualifications to serve on the El Cajon City Planning Committee:***

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 43 years

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

**WEDNESDAY, MARCH 3, 2021 AT 5:00 PM**

***NOTE:*** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

2021 MAR -3 P. 3: 25

Applicant's Name:  
Michael Fellows

**APPLICANT INFORMATION**

NAME: Michael Fellows

ADDRESS: [Redacted] Minnesota Avenue

PHONE: [Redacted] EMAIL: [Redacted]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

As a lifelong El Cajon resident and a planning practitioner, I have long considered applying to become a Planning Commissioner. I believe that my combination of City knowledge, planning experience, and education would bring useful insight to projects brought before the Commission.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

National City Redevelopment Successor Agency Oversight Board (Mayoral, Ron Morrison Appointee)

Are you related to any employees of the City of El Cajon? Yes  No

If Yes, please indicate name and relationship:

[Empty box for name and relationship]

Are you a registered voter? Yes  No

If No, please explain:

[Empty box for explanation]

Please list your education, training, or special qualifications, which might be relevant to this position:

Training:  
 15 years experience working within city planning departments  
 U.S. Army Reserve Civil Affairs Specialist (past)

Education:  
 Master's Degree - SDSU, Public Administration City Planning Concentration  
 Bachelor's Degree - SDSU, Public Administration with City Planning Concentration  
 Associate's Degree - Cuyamaca College, Real Estate  
 U.S. Army Civil Affairs Specialist Curriculum - Fort Bragg, JFK Special Warfare Center and School

Special Qualifications:  
 Certified by the American Institute of Certified Planners (AICP)  
 Board Member, San Diego American Planning Association (current)  
 California Real Estate Broker License (active license, non-practitioner)

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

American Planning Association  
Junior Achievement

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** Civic Solutions

**Last job title:** Senior Planner

**Dates of Employment:**                      **From:** October, 2019                      **To:** Current

**List the duties performed while you worked at this company:**

Contract Planner, City of La Mesa (11/20 to current)  
- Write and present discretionary permit staff reports  
- Review building permit plan reviews for consistency with zoning code  
- Provide customer service  
Senior Planner, City of Jurupa Valley (10/19 to 11/20)  
- Write and present discretionary permit staff reports  
- Developed multi-family development standards adopted by City Council  
- Building permit plan reviews  
- Customer Service

**Name of Employer:** City of Coronado

**Last job title:** Associate Planner

**Dates of Employment:**                   **From:** January, 2018           **To:** April, 2018

**List the duties performed while you worked at this company:**

- Write staff reports for presentations at public hearings
- Review construction plans for consistency with the zoning code

**Name of Employer:** City of National City

**Last job title:** Assistant Planner

**Dates of Employment:**                   **From:** November, 2004   **To:** January, 2018

**List the duties performed while you worked at this company:**

- Write staff reports for presentations at public hearings
- Review construction plans for consistency with the zoning code
- Process business license applications for zoning consistency
- Assist Code and Building Departments with code cases

**Please describe any experience in public, civic, and charitable offices and/or any other activities that you believe will help you contribute while serving in this position:**

My public/civic city experiences are the only activities i would find transferable to this position.

**ELIGIBILITY CERTIFICATION**

By signing below, I Michael Fellows, certify that the information is true and correct to the best of my knowledge.

SIGNATURE



DATE 3/3/21



Date Received: RECEIVED OFFICE OF CITY CLERK EL CAJON CA 2021-MAR-3-P-3-07

**PLANNING COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Planning Commission.

Name: (Paula) Kay LeMenager Date: March 3, 2021

***Planning Commission Requirements:***

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office.*
- 2. Conflict of Interest Code: Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.*

***The following questions represent the minimum qualifications to serve on the El Cajon City Planning Committee:***

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 39 yrs

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

WEDNESDAY, MARCH 3, 2021 AT 5:00 PM

**NOTE:** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

Applicant's Name:  
RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON, CA

**APPLICANT INFORMATION** ZUZU HAR -3 P 3 07

NAME: (Paula) Kay LeMenager

ADDRESS: [REDACTED] Gustavo St., [REDACTED] El Cajon 92019

PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

As a 39 year resident of El Cajon and 30 year Real Estate Broker, I bring experience and knowledge about land use issues and familiarity with the recent history of El Cajon. I am active in our community in many capacities and understand how to work cooperatively as part of a group which is something that I not only enjoy but also try to contribute in a positive and meaningful way. I love El Cajon and would like to give my time in a way that will help preserve, manage and grow our local resources and tax base.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

Around 2001-2002 I served on an Advisory Committee to the Planning Commission on proposed zoning changes.

From 2003 to 2010 (when the ECCDC was disbanded) I volunteered with the El Cajon Community Development Corporation as a Director and Committe Member/Chair. This was valuable experience working with various governmental guidelines and entities.

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

As a Real Estate Broker I was required to complete a course of study that included Real Estate Principles, RE Practice, Business Law & Economics, Appraisal of Real Property and Property Management. I regularly attend continuing education classes pertaining to Ethical Standards, Fair Housing, legislative changes & local decisions affecting Real Estate, and other relevant topics. The corporation I work for provides on an ongoing basis timely updates about topics that may be useful as a Planning Commissioner.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

I have been active with the Pacific Southwest Association of REALTORS for over 25 years and have served on the Governmental Affairs Committee (chairing from 1999-2001), among others. I served as of chair of the Housing Opportunity Committee from 2003-2007. Our committee promoted affordable housing opportunities and held an educational Homebuyer Fair yearly for five years at the Reagan Community Center. At the California Association of Realtors (CAR) I served as a Director from 2000-2003. I was co-Chair of Manufactured Housing 2000/2001 and Chair of the committee in 2002. I also served on a CAR Task Force that advised on Septic System Policy from 2001-2002. From 2006-2010 I was a member of the San Diego Housing Collaborative, an organization that held monthly HOME Clinics throughout SD County to offer resources to distressed homeowners. I have also been active with the EC Homeless Task Force since January 2018 and serve as Co-Chair of the Marketing/Communications Solution Group.

At my own Homeowner Association I have served as a Director from 2003-2014 & 2015-to the present, and held the position of treasurer for seven years and president for the past four years. Mountain View Village has 145 housing units and is located on ten acres. All of these experiences have given me opportunities to work closely with my peers and to make decisions in a collaborative manner with the advice and direction of professional staff.

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** Coldwell Banker Realty

**Last job title:** Broker Associate

**Dates of Employment:**                      **From:** June 1999                      **To:** Present

**List the duties performed while you worked at this company:**

I began my Real Estate career at Priscilla Tomaski Realtor in 1990 in La Mesa located at the foot of Mount Helix. In 1999 our company was acquired by Coldwell Banker Residential Brokerage. As a RE Broker I am responsible for helping my clients with the largest transaction most people make in their lives. I work equally with Sellers and Buyers. In helping a client sell their home, marketing is a key part of my duties while when helping a client purchase a home locating a suitable property is key. For both selling or buying there is a myriad of paperwork, contracts, disclosures, timelimes, negotiation and counselling. We are required to be technologically savvy and capable of multitasking. Because RE professionals work on a commission basis it is important to be a self-starter and very disciplined. Our parent company, Realogy, holds us to high standards and I take very seriously my fiduciary duties to my clients.

**Name of Employer:** Priscilla Tomaski Realtor

**Last job title:** Broker Associate

**Dates of Employment:**                      **From:** May 1990                      **To:** June 1999

**List the duties performed while you worked at this company:**

As listed above.

**Name of Employer:** NA

**Last job title:**

**Dates of Employment:**                      **From:**                      **To:**

**List the duties performed while you worked at this company:**

While raising my children (both of whom graduated from Valhalla HS) I volunteered extensively with the Fuerte PTA, at the Valhalla Library and served as both Girl Scout and Boy Scout leaders.

**Please describe any experience in public, civic, and charitable offices and/or any other activities that you believe will help you contribute while serving in this position:**

I believe that my extensive background professionally and as a volunteer will serve me well in being an effective and valuable member of the Planning Commission. I take my volunteer positions seriously and come prepared to meetings. I also take upon myself the responsibility to familiarize myself with the matters at hand by viewing the projects firsthand (always discreetly). I enjoy working with others, believe that most everyone has something useful to offer and that it is important to hear everyone's point of view. I also rely on expert insight and while I may ask questions I am not likely to second guess staff findings. I am a good team player!

**ELIGIBILITY CERTIFICATION**

By signing below, I Paula Kay LeMenager, certify that the information is true and correct to the best of my knowledge.

SIGNATURE  DATE March 3, 2021



Date Received:

**PLANNING COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Planning Commission.

Name: Vincent Ortiz Date: February 16, 2021

**Planning Commission Requirements:**

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office.
- 2. Conflict of Interest Code: Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

**The following questions represent the minimum qualifications to serve on the El Cajon City Planning Committee:**

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 5 years

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

**WEDNESDAY, MARCH 3, 2021 AT 5:00 PM**

**NOTE:** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

2021 FEB 26 11:35  
Applicant's Name:  
**Vincent Ortiz**

**APPLICANT INFORMATION**

NAME: **Vincent Ortiz**  
ADDRESS: **[REDACTED] Heron Ave. El Cajon, CA 92020**  
PHONE: **[REDACTED]** EMAIL: **[REDACTED]**

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

In any community in which I've lived, I've tried to be of positive service for that community. Having been a member of the East County Chamber of Commerce for the last four years, I've made many good friends among the leaders and business owners in the area. I've served as an ambassador for the Chamber and tried to represent it in a positive way. I would like to help make positive differences and support leaders and business owners in their endeavors. I want to make our community a safe and healthy place for people who live here and for potential residents. I appreciate good governmental principles. Those principles must have reliable oversight to be successful. My desire is to give watchcare that produces positive results for the community.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

[Empty box for listing governmental board, commission or committee]

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

Graduate of US International University - Major: Spanish Minor: French.  
Lifetime Eng. as a Second Language credential for adult school.  
Graduate of Prairie Bible Institute with emphasis in pastoral care.  
Committee service for producing end of year challenge for seniors prior to their service.  
Church planter in Washington state.  
In WA state, member of alternative community service board for juvenile offenders.  
Served on a civic committee for charitable purposes in WA.  
Served as secretary of local ministers' association.  
Minister of Visitation for a Presbyterian church in Manhattan Beach, CA.  
Pastor of Laotian Refugee Ministry for a Presbyterian church in Chula Vista.  
English as a Second Language teacher in adult school for 27 years, including teaching Chaldean immigrants for Grossmont College.  
Member of East County Chamber of Commerce, serving on their ambassador committee.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

Please see previous section above, page 3.

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** Retired 2014.

**Last job title:**

**Dates of Employment:**                      **From:**                      **To:**

**List the duties performed while you worked at this company:**

**Name of Employer:**

**Last job title:**

**Dates of Employment:**

**From:**

**To:**

**List the duties performed while you worked at this company:**

**Name of Employer:**

**Last job title:**

**Dates of Employment:**

**From:**

**To:**

**List the duties performed while you worked at this company:**

**Please describe any experience in public, civic, and charitable offices and/or any other activities that you believe will help you contribute while serving in this position:**

Please see page 3.

**ELIGIBILITY CERTIFICATION**

By signing below, I Vincent Ortiz, certify that the information is true and correct to the best of my knowledge.

SIGNATURE 

DATE Feb. 16, 2021



Date Received:  
RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

2021 MAR -1 P 1: 22

**PLANNING COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Planning Commission.

Name: Henry L Russell

Date: March 1 2021

***Planning Commission Requirements:***

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office.*
- 2. Conflict of Interest Code: Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.*

***The following questions represent the minimum qualifications to serve on the El Cajon City Planning Committee:***

Are you a resident of the City of El Cajon? Yes  No

How long have you lived in El Cajon? 32 years

Are you available for meetings in the: Mornings  Evenings  Both

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

**WEDNESDAY, MARCH 3, 2021 AT 5:00 PM**

***NOTE:*** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

Applicant's Name:

RECEIVED OFFICE OF  
CITY CLERK  
CA

2021 MAR -1 P 1: 22

APPLICANT INFORMATION

NAME: Henry L Russell

ADDRESS: [REDACTED] Helix View Dr. El Cajon Ca. 92020

PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

SUPPLEMENTAL QUESTIONNAIRE

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I have always believed in giving back to my community and have included service as part of my life. I would like to do even more for my community by being part of the El Cajon City Planning Commission.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

[REDACTED]

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

Member League of Women Voters  
Elections Volunteer for the the ROV  
The Project (ECPD)

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** perspecta via TekSystems

**Last job title:** Senior Systems Administrator

**Dates of Employment:**                      **From:** 2016                      **To:** 2020

**List the duties performed while you worked at this company:**

- Designed, Deployed, Administrated Microsoft Power BI across multiple County of San Diego Department.
- Implemented Azure Commercial and Government Cloud Environments
- Transitioned Integrated Property Tax Power BI solution from On Premises to Azure Cloud.
- Managed and deployed Application and Infrastructure changes from Dev thru QA to Production.
- Converted deployment process from Waterfall to Agile.
- Designed and deployed server environment for Agile development.
- Provided application support to developers for all environments.

**Name of Employer:** LPL Financial

**Last job title:** Senior Release Engineer

**Dates of Employment:**                      **From:** 2011                      **To:** 2016

**List the duties performed while you worked at this company:**

- Manage and coordinate Application and Infrastructure changes from Dev through QA and into Production.
- Manage SSL Certificates via IIS administration and configuration.
- Provided Continuous Delivery and Continuous Deployments thru administration & configuration.
- Coordinated Upgrade to Oracle Database and Commissions Software system.
- Coordinated Upgrade from SQL 2005 to SQL 2012.

**Name of Employer:** Alpine Automation

**Last job title:** Senior Enterprise Consultant

**Dates of Employment:**                      **From:** 2010                      **To:** 2011

**List the duties performed while you worked at this company:**

- Provided implementation and integration services in the Enterprise Systems Management (ESM) product space.
- Development and Integration of IBM systems management suites with Windows 2008 on VMware ESX 4.0 for the CANES project.

**Please describe any experience in public, civic, and charitable offices and/or any other activities that you believe will help you contribute while serving in this position:**

As a member League of Women Voters: Immigration Committee I was involved in research and presenting information on the issues facing refugees and immigration. Working on Sips and Civility setting up monthly events presenting expert speakers on various issues. Participated in Operation Stand down assisting Homeless Veterans.

**ELIGIBILITY CERTIFICATION**

By signing below, I Henry L Russell, certify that the information is true and correct to the best of my knowledge.

SIGNATURE



DATE March 1 2020

# H. L. RUSS RUSSELL

## SUMMARY

Established competence as an effective Leader and versatile Manager. Qualified by extensive IT management and technical experience. Complemented by corresponding education and training. I have worked as both a vendor and a client, and fully understand the dynamics and complexities inherent in a hybrid team of employees and contractors.

## TECHNICAL SKILLS

Cloud Environment	: Azure,
Operating Systems	: Windows, Linux, Ubuntu, Open VMS
Scripting	: PowerShell, HTML, Bash
Web Technologies	: .Net C#, .Net Core 2.0, Asp.Net
Database systems	: MS SQL Server, Oracle
Content Management/Reporting tools	: MS SharePoint, MS Power BI
Version Control Tools	: TFS, Azure Dev Ops,
Build Tools	: MS build, Azure build pipeline,
Deployment Tools	: Azure deployment pipelines
Monitoring Tools	: Azure Network watcher

## EDUCATION

**Masters Business Administration**, National University, San Diego, California

**Bachelors of Science, Computer Science**, National University, San Diego, California

**Associate of Arts, Liberal Arts**, Grossmont Community College, El Cajon, California

**ITIL Foundation Certificate** in IT Service Management,

## EXPERIENCE

2016 to 2020, **Senior Systems Administrator**, perspectiva, San Diego, CA

- Designed, Deployed, Administrated Microsoft Power BI across multiple County of San Diego Department.
- Implemented Azure Commercial and Government Cloud Environments
- Transitioned Integrated Property Tax Power BI solution from On Premises to Azure Cloud.
- Managed and deployed Application and Infrastructure changes from Dev thru QA to Production.
- Converted deployment process from Waterfall to Agile.
- Designed and deployed server environment for Agile development.
- Provided application support to developers for all environments.

2011 to 2016,

**Senior Release Engineer**, LPL Financial, La Jolla, CA

- Manage and coordinate Application and Infrastructure changes from Dev through QA and into Production.
- Manage SSL Certificates via IIS administration and configuration.
- Provided Continuous Delivery and Continuous Deployments thru administration & configuration.
- Coordinated Upgrade to Oracle Database and Commissions Software system.
- Coordinated Upgrade from SQL 2005 to SQL 2012.

2010 to 2011, **Senior Enterprise Consultant**, Alpine Automation, Coronado CA

- Provided implementation and integration services in the Enterprise Systems Management (ESM) product space.
- Development and Integration of IBM systems management suites with Windows 2008 on VMware ESX 4.0 for the CANES project.

2009 to 2010, **Software Release Coordinator**, Audatex, SLH, San Diego CA

- Directed, planned, organized, controlled, integrated, and completed projects within area of assigned responsibility.
- Implementation of first 3D graphics database for auto body shops
- Reduced Deployment failures to production by 80%

2001 to 2009 Electronic Data Systems (EDS), Plano, Texas, USA

**Compliance Project Manager**, Electronic Data Systems (EDS), Plano, Texas, USA

- Directed, planned, organized, controlled, integrated, and completed projects within area of assigned responsibility.
- Implementation of Recertification process for the Navy / USMC intranet project
- Reduced "Authority to Operate" (ATO) recertification failures by 100% to Zero.
- Implementation of ITIL and Lean Six Sigma processes.
- Audited and recommended necessary security configuration changes on Windows virtual servers deployed within VMware Infrastructure.

**Lead Storage Engineer**, Electronic Data Systems (EDS), Plano, Texas, US

- Involved with planning solution architectures with a thorough knowledge of EMC and Dell Power Vault products, technology and Enterprise Storage Networking.
- Planned and supervised team implementation of SAN monitoring system, reducing man hour cost by 50%
- Planned and supervised restructuring of enterprise SAN LUN's increasing space to add 16,000 client seats without additional cost.
- Implemented EMC NAS environment: 3000 servers, 20 Farms, 300,000 seats, 600,000 clients.

**Network Operations Center Shift Manager**, Electronic Data Systems (EDS), Plano, Texas, US

- Directed and coordinated activities of workers engaged in enterprise operations.
- Developed and organized a "service outage response" process incorporating proactive monitoring, multi-level simultaneous troubleshooting and client verification, which decreased recovery time by 50% meeting contractual goals and SLA requirements.
- Implemented coordination program for server support and seat rollout at remote sites across country supporting 3000 servers, 20 Server Farms, 300,000 seats, 600,000 clients.

1999 to 2001, **Windows Systems Administrator**, LPL Financial Services, San Diego CA

- Implemented central monitoring software for servers.
- Implemented web servers and SAN infrastructure for new web based client database interface.
- Implemented stock trading program and web based stock research and account information program.

1996 to 1999, **DCS II Systems Administrator**, County of San Diego, San Diego CA

- Developed and implemented solutions reducing network traffic and centralized monitoring software for servers.
- Completed all Y2K compliance issues ahead of schedule.
- Implemented integrated database system for County Library.

1992 to 1996, **Manager Microfilming**, National University, San Diego CA

- Implemented Business Process Re-engineering achieved a \$5200 annual savings.
- Development and implementation of new transcript request system reduced processing time from 3 days to 2 hours.

1981 to 1992, **Staff Sergeant / Tank Commander**, United States Marine Corps, San Diego CA

- Platoon Sergeant and Platoon Commander with full responsibility for unit cohesiveness and combat readiness.
- Desert Storm commanded detached units under combat conditions while successfully completing missions.
- Responsible for organization and conduct of company training.



Date Received: RECEIVED OFFICE OF CITY CLERK EL CAJON CA 2021 FEB 26 P 4:34

**PLANNING COMMISSION PUBLIC SERVICE APPLICATION**

Thank you for your interest in serving the community as a member of the El Cajon Planning Commission.

Name: Sheila J. Snyder Date: February 26 2021
Planning Commission Requirements:
1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office.
2. Conflict of Interest Code: Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.
The following questions represent the minimum qualifications to serve on the El Cajon City Planning Committee:
Are you a resident of the City of El Cajon? Yes [checked] No [ ]
How long have you lived in El Cajon? since 1988
Are you available for meetings in the: Mornings [checked] Evenings [ ] Both [ ]

**APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:**

**WEDNESDAY, MARCH 3, 2021 AT 5:00 PM**

**NOTE:** Once a public service application is filed with the City, it becomes a public record and is available to the public.

**GENERAL INFORMATION**

**Term of Office & Position Type:** The term of office will begin upon appointment and end January 31, 2025.

**Selection Process:** The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

Applicant's Name:  
RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

APPLICANT INFORMATION

7/17/18 26 34

NAME: **Sheila J. Snyder**  
ADDRESS: [redacted] Joey Ave. El Cajon 92020 /mail addr separate- [redacted] El Cajon 92022  
PHONE: [redacted] EMAIL: [redacted]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

SUPPLEMENTAL QUESTIONNAIRE

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

I have been a resident of El Cajon since June, 1988 and have watched events and information relating to City government since then. I've seen businesses come/go, we have seen residents in our area come/go, lots of changes, some for the betterment of the area, some not.

I am semi-retired, handling volunteer duties with the Veterans of Foreign Wars Auxilliary, for Post 9578 in Alpine since 2011. Currently I am President for the Auxilliary and have done those duties from 2014-17, then again 2019 to current, ending June 2021.

i am also the Junior Vice President for the VFW Auxilliary, District 1, County of San Diego, State of California, tenure ending June 2021, with potential for promotion to Senior Vice President July 2021-June 2022, and then becoming District 1 President from July 2022-June 2023. I am involved with a lot of leadership and mentoring for the Auxilliary.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

[Empty box for listing governmental board, commission or committee]

Are you related to any employees of the City of El Cajon? Yes  No

If Yes, please indicate name and relationship:

Are you a registered voter? Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

Master's Degree, Telecommunications (National University)  
3.8 GPA, honors for master's thesis project.

Bachelor's Degree, Business Administration (National University) 2.75 GPA  
University of California, Irvine Extension - project management courses (no degree)

VFW Auxilliary, Post 9578, Bert Fuller, Alpine CA:

1. President, 2014-2017, 2019-current. (includes mentoring/leadership)
2. VFW District 1 Auxilliary, County of San Diego, Department of California
  - a. Current Junior Vice President to June 2021.
  - b. Previous district roles were hospital chairman, lead color bearer #1, and Chaplain for 2019-2020.
  - c. I previously received awards from State of California in the manner of All State Auxilliary President 2015-2017, and runner up for Auxilliary President, 2015-16.
  - d. Other details for VFW Post 9578 Auxilliary

Veterans of Foreign Wars, VFW Bert Fuller Post 9578, Alpine CA 91901 (volunteer)

- a. Auxilliary President (2019-2021) County of San Diego Chaplain (2019-2020), Jr. Vice (2020-2021)
- b. Recognized by State of California (Department) Auxilliary as All-State Auxilliary President for 2014-15 and 2015-16.
- c. Recognized by State of California (Department) Auxilliary as Runner-Up, Outstanding Auxilliary President, Division 6, 2015-16.
- d. Conducted monthly meetings to distribute information regarding veterans ' causes, activities, events as needed.
- e. Obtained 100% or higher membership levels every year of my tenure (2014-2017, 2019-2021).
- f. Assisted previously with annual membership meeting at our location to include dinner prep, seating, other arrangements to accommodate 70 people. (before Covid regulations and pandemic)
- g. Submit monthly written article for Alpine 9578 newsletter to update Auxilliary and other members.
- h. Communicate via email to all Auxilliary members for various updates as needed/required.

City of San Diego Police Department civilian employee. (18 years)

City of San Diego Treasurer's Office (Casher/Business Licenses) (2 years)

Moderator (x2) and admin (x1) for 3 different police officer spouse pages on Facebook.

Mentor to many police officer wives/girlfriends etc..

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

VFW Auxiliary, Post 9578, Bert Fuller, Alpine CA:

1. President, 2014-2017, 2019-current. (includes mentoring/leadership)
  - a. Honor Guard, VFW Post 9578, carry USA and/or Auxiliary flags at events, memorials etc.
  - b. Received Circle of Excellence for outstanding achievements for Aux 9578 2 years in a row.
  - c. Received awards from State of California in the manner of All State Auxiliary President 2015-2017, and runner up for Auxiliary President, 2015-16.
2. VFW District 1 Auxiliary, County of San Diego, Department of California
  - a. Current Junior Vice President to June 2021.
  - b. Previous district roles were hospital chairman, lead color bearer #1 (2 years), and Chaplain for 2019-2020.

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** XL Staffing

**Last job title:** customer service

**Dates of Employment:**                      **From:** 08/2020                      **To:** 10/2020

**List the duties performed while you worked at this company:**

Client: YRD LLC, 9545 Pathway Dr., Santee CA 92071

Customer Service/Data Entry (temp)

1. Review and respond to customer inquiries on products based on backlogs from May 2020 through October 2020.
2. Assisted with over 1000 email messages on clients' requests.
3. Research appropriate products for clients via emails via company Shopify website.
4. Send hyperlinks to clients for ordering products online at their convenience.
5. Learn company products for troubleshooting, owner manual reviews, hands-on tear down/rebuild.
6. Outbound calls to clients regarding past voice and email messages. (CRM – Zendesk)

**Name of Employer:** E-Solutions

**Last job title:** Senior Process Executive

**Dates of Employment:**                      **From:** 06/2020                      **To:** 07/2020

**List the duties performed while you worked at this company:**

E-Solutions Staffing Agency, San Jose CA 95113  
Client: Cognizant/Sales Force  
Data Entry, Senior Process Executive (remote from home), Padlock Lockdown Project

1. Contacted clients in both USA/Canada regarding software modifications from Sales Force due by August 2020.
2. Met/exceed call center requirements of 65-70 calls/day.
3. Extensive data entry and updates of Sales Force database application for sentiments, voicemail, email, or other notifications attempted to client, updates required via Leader Board queue.
4. Training modules done during down time, attained 60 badges of different skills via Sales Force " Trailhead " applications.

**Name of Employer:** Qualstaff Agency

**Last job title:** Customer Service

**Dates of Employment:**                      **From:** 08/2019                      **To:** 10/2019

**List the duties performed while you worked at this company:**

Client: Lakeside Water District, 10375 Vine St., Lakeside CA 92040

1. Handling inbound/outbound calls to clients regarding their water bills, balance due, new applications for service, referrals to field superintendent and/or general manager as needed.
2. Extensive data entry for accounting software app (Enhance Impresa, similar to Access) to obtain balance due, create and/or close work orders, update notes in the system, add phone numbers, email addresses, create final bill collection letters for old accounts.
3. Assist walk-in clients for payments of invoices (check/credit card).
4. Assist with all front office services including use of Microsoft Office products.
5. Handled issues requiring sensitivity, discretion, and logical judgment.
6. Daily mail distribution handled for all managers and associates.
7. Organized daily work, set priorities, and carry out assignments with reliability, independently and with appropriate attention to detail.

**Please describe any experience in public, civic, and charitable offices and/or any other activities that you believe will help you contribute while serving in this position:**

I have been a member of the Veterans of Foreign Wars Auxilliary since April 2010, learning and working my way up through the different mentioned roles and positions to assist our own Auxilliary 9578 to become a better group for volunteering and providing aid, fund raisers etc to local veterans.

During my tenure as County of San Diego District 1 Auxilliary Chaplain, it was my duty to comfort those grieving for deceased loved ones, attend chaplain training classes as needed, and exceeded the expectations of District 1 Auxilliary senior advisors and members.

I was instrumental in contacting a local veterans' group here in San Diego who sponsors, trains and supports dogs for those vets with PTSD and other ailments. I was the 1st in the San Diego County to reach out to them and advise that our Auxilliary at 9578 would like to hold a rummage sale fundraiser on their behalf to raise monies to help with the costs for at least 1 or 2 dogs for vets. The fundraiser made over \$2000 to donate to the cause, as their CEO (a retired US Navy Commander) and his associates were thrilled to be part of this award.

I spent 18 years as a non-sworn civilian employee for the San Diego Police Department, having earned numerous awards for my assistance on detectives' reports, investigations, and other duties as prescribed for my role. Upon retirement, I received a commanding officer's citation for my work with the K9 Unit, working as an administrative assistant for various tasks within to support the 45 officers, K9s and higher ranked officers in their daily operational duties.

**ELIGIBILITY CERTIFICATION**

By signing below, I Sheila J. Snyder, certify that the information is true and correct to the best of my knowledge.

SIGNATURE



DATE February 26 2021



Date Received:
RECEIVED OFFICE OF
CITY CLERK
EL CAJON CA
2021 FEB 25 -A- 9-37

PLANNING COMMISSION PUBLIC SERVICE APPLICATION

Thank you for your interest in serving the community as a member of the El Cajon Planning Commission.

Name: Elizabeth A. Valles Date: 2/12/2021

Planning Commission Requirements:

- 1. Residency: According to Section 2.24.030 of the El Cajon Municipal Code, applicants must be a resident of the City at the time of applying for a commission and continue to reside in the City during the term of office.
2. Conflict of Interest Code: Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

The following questions represent the minimum qualifications to serve on the El Cajon City Planning Committee:

Are you a resident of the City of El Cajon? Yes [checked] No [ ]

How long have you lived in El Cajon? 18y4m

Are you available for meetings in the: Mornings [ ] Evenings [ ] Both [checked]

APPLICATIONS MUST BE PRINTED, SIGNED, AND DELIVERED TO THE CITY CLERK BY:

WEDNESDAY, MARCH 3, 2021 AT 5:00 PM

NOTE: Once a public service application is filed with the City, it becomes a public record and is available to the public.

GENERAL INFORMATION

Term of Office & Position Type: The term of office will begin upon appointment and end January 31, 2025.

Selection Process: The City Council will consider applications at the Tuesday, March 9, 2021 at the 7:00 p.m. City Council meeting via Zoom Meeting. Participants will be provided the Zoom information prior to the meeting.

Applicant's Name:  
RECEIVED OFFICE OF  
CITY CLERK  
EL CAJON CA

**APPLICANT INFORMATION**

201 119 25 19 35

NAME: Elizabeth A Valles

ADDRESS: [REDACTED] South Magnolia Ave

PHONE: [REDACTED] EMAIL: [REDACTED]

*If you choose to provide more information to any of the following questionnaires, please attach additional pages to this application form.*

**SUPPLEMENTAL QUESTIONNAIRE**

**EXPLAIN YOUR INTEREST IN THIS POSITION:**

As a resident of El Cajon for over 18 years and East County Region most of my life, I have an interest in seeing our community grow in a healthy direction. It is important to attract businesses for commerce and appropriate housing for families, seniors, business owners and those seeking employment in the East Region.

I have been very active in the East County Homeless Task Force which supports East County Transitional Living Center, Home Start and other organizations in looking for solutions to homelessness and at-risk individuals and families. I want the residents of El Cajon to thrive not simply survive; however basic needs must be met for this to happen.

Along with growth comes logistics such as traffic flow, parking and access to businesses as well as being aware of impact on our environment. Living as long as I have in El Cajon, I have experienced what works well and what could use improvement.

**Have you been or are you now a member of a governmental board, commission or committee:** Yes  No

If Yes, please list:

**Are you related to any employees of the City of El Cajon?** Yes  No

If Yes, please indicate name and relationship:

**Are you a registered voter?** Yes  No

If No, please explain:

**Please list your education, training, or special qualifications, which might be relevant to this position:**

In 2015, I obtained my Doctorate degree in Nursing Practice. The focus of this degree was reviewing research and creating Evidenced Based Projects for the healthcare setting. I learned to identify a problem or need, determine who were the stakeholders, how to prepare a budget (even when there seemed to be no money) and create actionable steps to bring the project to fruition. My doctoral project was creating a pilot transition program. This pilot ran for two years and now we are planning to launch this program in the Cardiology clinic this year.

I spent 2019 designing a new Neurodevelopmental Clinic within Cardiology that launched in February 2020. Two weeks after it launched, CoVID shutdowns were placed and I was able to adapt this new clinic and the existing clinic I work in (High Risk Infant Follow-Up) to a 100% telemedicine clinic. I was the 1st provider within the hospital I work with to do this and we were back to our regular volume of patients within the first month.

I realize this is not a hospital system and I am not providing patient care, but my academic training and experiences with projects has taught me how to evaluate a problem, provide a solution and be ready to be flexible when circumstances change.

**Please list your membership in service, community organizations or volunteer work that might be relevant to this position:**

I have been a member of the East County Homeless Taskforce, serving as co-chair of the Youth Solutions Group 2018-2019 and member of the Shelter and Housing Solutions Group. As co-chair, I helped to support the youth mentorship program that is now in place at Good Shepard Ministries. I also served as an East Region representative for the Youth leaders group of the Regional Taskforce for the Homeless.

I have supported many events through volunteering for ACES Foundation (El Cajon Animal Shelter) as well as securing donations of gifts, books for ECTLC. I have also supported book drives that have provided books to the Cajon Valley School District and Salvation Army in El Cajon.

**EMPLOYMENT – CURRENT TO PAST**

**Name of Employer:** Rady Children's Hospital

**Last job title:** Pediatric Nurse Practitioner

**Dates of Employment:**                      **From:** 3/2003                      **To:** current

**List the duties performed while you worked at this company:**

I work as the main provider for high risk infants, performing developmental testing, exams and care coordination. I am the sole provider for the Cardiac Neurodevelopmental Clinic for adolescents with congenital heart disease, providing quality of life, ADHD, autism and developmental screenings.

I am now in the design phase for the Transition Clinic with Cardiology to teach adolescents with CHD self management as they shift to adult care.

**Name of Employer:**

**Last job title:**

**Dates of Employment:                      From:                                      To:**

**List the duties performed while you worked at this company:**

**Name of Employer:**

**Last job title:**

**Dates of Employment:                      From:                                      To:**

**List the duties performed while you worked at this company:**

**Please describe any experience in public, civic, and charitable offices and/or any other activities that you believe will help you contribute while serving in this position:**

To re-state my involvement with ECHTF, ACES and supporting organizations such as ECTLC, Salvation Army and our local school district demonstrates my commitment to making my community of El Cajon a better place.

Being on many hospital committees, including acting as chair and co-chair, and volunteering in many capacities with nursing organizations and local non-profits, I have had to work with people of varying backgrounds and points of view. This has taught me compromise and how to work toward a solution that works for everyone or at least the majority. Working with people from diverse backgrounds is an important skill for any working committee or commission. El Cajon has a culturally diverse population and it is important that planning for growth in our city takes that into account.

I love my El Cajon community and want to be a contributing member to improving the quality of life for those that live and work here.

**ELIGIBILITY CERTIFICATION**

By signing below, I Elizabeth A Valles, certify that the information is true and correct to the best of my knowledge.

SIGNATURE



DATE

2/25/2021