AGENDIZED ITEMS – The public is entitled to address the Committee on items appearing on the agenda before or during the Committee’s consideration of that item. Each speaker will be limited to approximately three minutes.

1. **ROLL CALL**

2. **PUBLIC COMMENT PERIOD**

3. **REPORTS**
   a. **Interview** – applicants to fill three positions on the Measure Q Oversight Committee for terms ending December 31, 2023. **Report by Marsha Moore, Deputy City Clerk.**

4. **ADJOURNMENT**

**ADA NOTICE AND HEARING IMPAIRED PROVISIONS**
In accordance with the Americans with Disabilities Act and California Law, it is the policy of the City of Concord to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the ADA Coordinator Tianjun Cao at (925) 671-3243, at least five days in advance of the hearing. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Distribution: City Council
Valerie Barone, City Manager
Susanne Brown, City Attorney
Kathleen Trepa, Assistant City Manager
Joelle Fockler, City Clerk
Staff Report

Date: February 12, 2020

To: Council Committee on Policy Development and Internal Operations

From: Kathleen S. Trepa, Assistant City Manager

Reviewed by: Joelle Fockler, MMC, City Clerk

Prepared by: Marsha Moore, MMC, Deputy City Clerk
                        Marsha.moore@cityofconcord.org
                        (925) 671-3085

Subject: Interview applicants to fill three positions on the Measure Q Oversight Committee for terms ending December 31, 2023

Report in Brief
The Policy Development and Internal Operations Committee will interview applicants to fill three positions on the Measure Q Oversight Committee.

Recommended Action
Interview applicants to fill three positions on the Measure Q Oversight committee for terms ending December 31, 2023.

Background
In accordance with Policy and Procedure No. 89, an announcement was made November 5, 2019, to fill three positions on the Measure Q Oversight Committee. Applications were due by Friday, January 3, 2020, at 5 p.m. The terms of Brian Freire, Gregory Grassi, and Diane Sprouse expired on December 31, 2019. The Measure Q Oversight Committee is seeking three members, at least one being a resident, to serve four-year terms expiring December 31, 2023.

The Measure Q Oversight Committee is comprised of five members, with at least one member representing the business community and at least three members being residents of the City of Concord.

The Committee meets as needed from February through June of each year. The meeting schedule will depend upon the budget preparation schedule, which changes...
slightly from year to year. The Committee’s scope of responsibility for each of the years that the Measure Q half-cent use and transactions tax is collected includes reviewing the City’s annual audit report, which will include Measure Q tax revenue and expenditures, and providing recommendations to the City Council on the use of Measure Q revenue.

Applications were received from eight individuals, all of whom reside in the City of Concord. The applicants are: Tom Barnidge, Pablo Benavente, Lance Goree, Gerald Gouveia, Gregory Grassi, Michelle Lane, Diane Sprouse, and Jim Weixel. Pablo Benavente was disqualified by the City Attorney due to a conflict of interest.

Appointment by the City Council is tentatively scheduled for Tuesday, February 25, 2020.

**Public Contact**
The Agenda was posted.

**Attachments**
1. Measure Q Oversight Committee Applicant Summary
2. 2019 Measure Q Oversight Committee Applications
3. Resolution No. 14-86, Defining Composition of the Measure Q Oversight Committee
## 2020 Measure Q Oversight Committee Applicants

<table>
<thead>
<tr>
<th>Name</th>
<th>Employer</th>
<th>Occupation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tom Barnidge</td>
<td>Retired / Contra Costa Times</td>
<td>Journalist</td>
</tr>
<tr>
<td>Lance Goree</td>
<td>YMCA of the East Bay</td>
<td>Non Profit Executive</td>
</tr>
<tr>
<td>Gerald Gouveia</td>
<td></td>
<td></td>
</tr>
<tr>
<td>*Gregory Grassi</td>
<td>Retired</td>
<td>Formerly Commercial Banker</td>
</tr>
<tr>
<td>Michelle Lane</td>
<td>CBRE</td>
<td>Property Management/Asset Management</td>
</tr>
<tr>
<td>*Diane Sprouse</td>
<td>RETIRED</td>
<td></td>
</tr>
<tr>
<td>Jim Weixel</td>
<td>Demler, Armstrong &amp; Rowland, LLP</td>
<td>Attorney</td>
</tr>
</tbody>
</table>

*Denotes incumbent
# Profile

**Tom Barnidge**

### HOME ADDRESS

<table>
<thead>
<tr>
<th>Street Address</th>
<th>Suite or Apt</th>
<th>City</th>
<th>State</th>
<th>Postal Code</th>
</tr>
</thead>
</table>

**Number of years at above address:**

15

**Number of years in Concord:**

16

**Number of years in the county:**

CA

<table>
<thead>
<tr>
<th>Primary Phone</th>
<th>Alternate Phone</th>
</tr>
</thead>
</table>

**Retired / Contra Costa Times**

<table>
<thead>
<tr>
<th>Employer</th>
<th>Job Title</th>
<th>Occupation</th>
</tr>
</thead>
</table>

**Number of years at employer:**

12

### Employer Address

Shadelands Business Park

### Which Boards would you like to apply for?

Measure Q Committee: Submitted
If you are applying for more than one board, commission or committee please list your selections in priority order below. This will help the interviewing Council Committee know your preference when interviewing.

---

Please identify the type of position for which you are applying: *

- [x] Resident Position

Would you be available for evening meetings?

- [ ] Yes
- [x] No

Would you like to be contacted about future Board, Committee, or Commission recruitments?

- [ ] Yes
- [x] No

**Interests and Experience**

Please state your reason for applying, including qualifications for this position:

I am a Concord resident who is concerned about the city’s fiscal welfare and a former news columnist who is well acquainted with regional and local governments.

Describe prior service on a board, commission, or any other community service or public body, indicate agency and explain what significant contributions you made:

none

Considering your experience and activities in business, labor, professional, social, or other organizations, indicate the experience, technical training, and/or skills which qualify you for an appointment on each desired board or commission:

In seven years as the Metro Columnist for the Contra Costa Times, I wrote extensively about city and local governments and became well acquainted with local officials and their rationales for decision-making.
Why do you believe the Council should appoint you to the Measure Q Oversight Committee?

I have a vested interest in the city's well-being and a wealth of experience in reporting on and analyzing local governments.

Education and Training

High School

Vianney High School, Kirkwood, MO

College

University of Missouri, bachelor of journalism degree

Technical/Vocational Training

Certification or Other

Upload a Resume

TERMS OF ACCEPTANCE and SIGNATURE

I, applicant for a City of Concord Board, Commission or Committee, warrant the truthfulness of the information provided in this application. I certify under penalty of perjury that I am a resident of the City of Concord and meet the eligibility requirements.
Please Agree with the Following Statement

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms and Acceptance.

☑️ I Agree *

Electronic Signature - Please type your First and Last Name

Tom Barnidge
SUMMARY
Professional journalist with writing, editing and management backgrounds; experienced problem-solver with excellent people skills and a healthy respect for deadlines.

PROFESSIONAL EXPERIENCE

Contra Costa Times 2004-2016
Metro Columnist (2009-present)
Responsible for three columns weekly on East Bay personalities, politics and events.

Sports Editor (2004-2009)
Managed a staff of 30—that’s where we started; it got smaller—for 190,000-circulation daily that covers East Bay high schools and colleges and Bay Area professional teams; won Top 10 recognition in 2007 AP Sports Editors contest for best daily and special sections in our circulation group; twice honored for best sports coverage by CNPA; oversaw staff consolidation with Oakland Tribune without drawing any blood.

Executive Editor, Publishing Group (1999-2003)
Managed, edited and wrote for major NFL publishing projects including magazines, game programs, newsletters, fan guides and books. Coordinated author/photo assignments and production schedules for publications including “NFL Insider” (quarterly magazine), Super Bowl Game Program (300,000 distribution), “NFL Sunday Ticket” magazine and hardcover books “NFL’s Greatest” (DK Publishing), The NFL Experience (DK Publishing) and “We Were Champions” (Triumph)

Senior Editor, Publishing Group (1991-1999)
Responsible for story planning, author assignments and primary editing of “NFL Kickoff” preseason magazine, game programs, coffee-table and youth books.

The Sporting News 1982-1991
Executive Editor (1985-1991)
Directed a department of 29 that produced a 725,000-circulation sports newsweekly, yearbook series and more than 20 book titles. Responsible for editorial decisions, operating policies, personnel reviews, and budgets.

Managing Editor (1982-1985)
Oversaw day-to-day management and production of weekly publication; responsible for news judgment, presentation, writing and photo assignments.
St. Louis Post-Dispatch 1970-1982

Wrote the lead sports column for 350,000-circulation daily four times per week. Honored by UPI for “Best Sports Column” in Missouri in 1981.

Beat Reporter and Copy Editor (1970-1979)
Climbed the classic sports department ladder: working rim and layout; covering preps and small colleges; elevated to pro football beat in 1975.

EDUCATION
Bachelor of Journalism, University of Missouri (Columbia, Mo.), 1970

Seminars: Magazine Publishers Association (circulation for non-circulation executives), 1987; American Management Association (management skills; fundamentals of finance), 1985; Texas Tech (managing conflict), 1983

OTHER ACCOMPLISHMENTS
Awarded three local Emmy Awards as host of “Sports Page” television show: Editorial Commentary (1985); Sports Reporting (1985); Discussion/Interview Program (1986).

Co-authored “The Jim Hart Story” (Bethany Press, 1977)
Authored “Football Hall of Fame Fact Book” (The Sporting News, 1982)
Profile

Lance Goree

First Name

Last Name

Email Address

HOME ADDRESS

Street Address

Suite or Apt

City

State

Postal Code

Number of years at above address:

15.5 Years

Number of years in Concord:

15.5 Years

Number of years in the county:

27 Years

Primary Phone

Alternate Phone

YMCA of the East Bay

Executive Director of Hotel & Facilities

Non Profit Executive

Employer

Job Title

Occupation

Number of years at employer:

1 Year

Employer Address

2001 Allston Way, Berkeley, CA 94704

Which Boards would you like to apply for?

Measure Q Committee: Submitted
If you are applying for more than one board, commission or committee please list your selections in priority order below. This will help the interviewing Council Committee know your preference when interviewing.

Measure Q

Please identify the type of position for which you are applying: *

- [ ] Resident Position

Would you be available for evening meetings?

- [ ] Yes  - [ ] No

Would you like to be contacted about future Board, Committee, or Commission recruitments?

- [ ] Yes  - [ ] No

Interests and Experience

Please state your reason for applying, including qualifications for this position:

My years of working in Public Space Management has required me to interact and partner with multiple City departments as well as with many of Berkeley’s 40+ city commissions. Daily I experience how commissions can influence how residents, visitors and commuters interact with end product produced by the city. I also experience how important it is to have engaged, informed and quality people on those commissions. As one who works and manages a team that relies upon community services and their efficiency on an hourly basis, my insights and experiences at the planning stage and the end user stage could be instrumental.

Describe prior service on a board, commission, or any other community service or public body, indicate agency and explain what significant contributions you made:

Previous Chair of the Community Services Commission
Question applies to multiple boards

**Considering your experience and activities in business, labor, professional, social, or other organizations, indicate the experience, technical training, and/or skills which qualify you for an appointment on each desired board or commission:**

My "Long Days but Short 4.5 Years" working under the microscope in the highly political, highly volatile environment of Berkeley strengthened my ability to quickly see short term and long term benefits and liabilities of planning and funding. Being able to differentiate and identify opportunities that could have small initial impact but large ripple effects has been invaluable to me, the City of Berkeley Departments and Berkeley Communities. As an Operations Manager for Block By Block, the nation's leading downtown environmental services company in the nation (BlockByBlock.Com) I receive training in all aspects of Public Space Management. I also have access to information from across the nation and beyond supplied by the California Downtown Association (CDA)(CaliforniaDowntown.Com) and the International Downtown Associations (IDA)(IDA-Downtown.Org). I was a panelist on the topic "New Ideas in Operations Management" at the recent CDA state conference.

Question applies to Measure Q Committee

**Why do you believe the Council should appoint you to the Measure Q Oversight Committee?**

I have varied professional experience, try to be a community leader and I have a pragmatic yet visionary approach to issues.

---

**Education and Training**

**High School**

Multiple - Graduated from Hutchinson High School in Hutchinson, Kansas

**College**

Hutchinson Community College - AA Retail Management

**Technical/Vocational Training**

**Certification or Other**

---

Terms of Acceptance and Signature
Question applies to multiple boards

I, applicant for a City of Concord Board, Commission or Committee, warrant the truthfulness of the information provided in this application. I certify under penalty of perjury that I am a resident of the City of Concord and meet the eligibility requirements.

Please Agree with the Following Statement

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms and Acceptance.

☑️ I Agree *

Electronic Signature - Please type your First and Last Name

Lance Goree
Lance Gorée  
**People Leader/Mentor/Decision Maker**

Location: San Francisco Bay Area  
Website: Lance Goree Linkedin

I have worked for the City of Berkeley 15 years and have rarely come across a person of his caliber. Lance Gorée is a consummate professional. Operationally, he is an asset to the citizenry of Berkeley and visitors from across the globe. He would be a phenomenal addition to any company and I only hope that his skills, talent, and leadership can be appreciated at the tremendous level he invests.

Shallon Allen, City Manager’s Office, City of Berkeley *(Full Recommendation)*

---

**Executive Director of Hotel & Facilities**  
YMCA of the East Bay  
April 2018 to Present


**Chief Operations Manager**  
Downtown Berkeley Association  
Block By Block  
Jan 2012 to April 2018

Clear and Ambiguous describes the role of Operations Manager for 20+ Hospitality/Security/Janitor Street Ambassadors in a 2nd Chance-Hiring environment. Manager, Fiscal Manager, Disciplinarian, Father, Mother, Housekeeper, Counselor, Trainer, HR Rep and Friend are roles I would take on each day. Clear and Ambiguous describes the role of Operations Manager as the contract representative to our customer, the downtown association. I maximized profits for our company while strategically Pursuing/Achieving goals set by downtown association executive director, association board and city guidelines. Absolutely a Frustratingly Fun Experience.

Developed ambassadors into long-term leaders. Chris Boss of Union Square BID, Joey Harrison of Temescal Oakland BID, Carlos Paz Rivera of Jack London BID in Oakland, Jeff Gilbert of Telegraph BID in Berkeley.

Responsible for District Environmental/Hospitality Services, P&L management, front line supervisory and operational efficiency. These duties, detailed and ambiguous, required me to be skilled; government/public relations, strategic planning, using exceptional tact, unfailing diplomacy, exercising acute discretion, exhibiting extreme professionalism and judgment during decision-making and higher level communications. All done in the highly contentious political/public arena affectionately called *Berzerkely*

**Store Manager**  
Rochester Big & Tall  
Oct 2009 to Dec 2011

- Adapted and managed a productive, customer service based, commission-selling environment.

**Multiple Managerial Positions**  
Macy's West  
Nov 1993 to April 2009

- **2006 – 2009 – Manager of Merchant Technology**  
  * Redesigned Macy’s West (189 stores) Men’s Shoes Special Order Program, immediate breakthrough sales percentage increases over last year, 10/08 to 3/09 were 2.3%, 34.3%, 39.9%, 57.3%, 23.9% & 46.3%.
  * Hired and developed 14 union team members, 5 promoted from entry-level merchant support.
  * 0% negative turnover in unionized merchant support staff from November 2006 to April 2009

- **2002 - 2003 – Manager of Information Systems**  
  * Managed end user usage of company email system, Lotus Notes.

- **2001 – 2002 – Executive Assistant to Regional Director of Stores**

- **1993 – 2001 – Sales Positions to Various In-Store Managerial Positions**  
  * Developed staffing and sales strategy and increased sales from $2.2M to $4.1M over previous year in Men’s Shoes & Tailored Clothing. Managed retail staffs as large as 70

**EDUCATION**  
Management Degree from Hutchinson Community College

**OFFICE TALENTS**  
Common Sense, Proficient computer skills,

**OUTSIDE THE OFFICE**  
Cooking – Masterchef Contestant 2010  
Family – Amazing Wife & Son

Profile

Gerald Gouveia

Email Address

HOME ADDRESS

Street Address

Suite or Apt

City

State

Postal Code

Number of years at above address:

8

Number of years in Concord:

8

Number of years in the county:

18

Primary Phone

Alternate Phone

Employer

Job Title

Occupation

Number of years at employer:

Employer Address

Which Boards would you like to apply for?

Measure Q Committee: Submitted

Question applies to multiple boards
If you are applying for more than one board, commission or committee please list your selections in priority order below. This will help the interviewing Council Committee know your preference when interviewing.

Measure Q
Please identify the type of position for which you are applying: *

- Resident Position

Would you be available for evening meetings?

- Yes
- No

Would you like to be contacted about future Board, Committee, or Commission recruitments?

- Yes
- No

Interests and Experience

Please state your reason for applying, including qualifications for this position:

I'm retired and looking for something to do I have been in management for over 20 years working on budgets and over site of same. I have been CEO of the BPO Elks in three different Lodges, Complex Facilities Manager for the City of Oakland, and CEO of Contra Costa Navy League.

Describe prior service on a board, commission, or any other community service or public body, indicate agency and explain what significant contributions you made:

I have been CEO of the BPO Elks in three different Lodges all showed in the Black at the end of my year, Complex Facilities Manager for the City of Oakland, ran the operations mostly on projects we bid on there was no budget allocated for maintence and CEO of Contra Costa Navy League again ended in the Black for my year.

Considering your experience and activities in business, labor, professional, social, or other organizations, indicate the experience, technical training, and/or skills which qualify you for an appointment on each desired board or commission:

I've been working on budgets for over 20 years

Why do you believe the Council should appoint you to the Measure Q Oversight Committee?

I would bring a different set of eyes and skills in review and oversight of Measure Funds
**Education and Training**

*High School*

*College*

BS Degree from the University of Phoenix

*Technical/Vocational Training*

*Certification or Other*

---

**TERMS OF ACCEPTANCE and SIGNATURE**

*Question applies to multiple boards*

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**Please Agree with the Following Statement**

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms and Acceptance.

☑️ I Agree *

Electronic Signature - Please type your First and Last Name

Gerald Gouveia
Gerald W. Gouveia, CFM

EDUCATION AND TRAINING
- Member of the American Public Works Association, 2007
- Certified Facilities Manager (CFM) by International Facilities Management Association (IFMA), 2001
- BS, Business Administration, University of Phoenix, San Jose, California, 1989.
- Certificate in Emergency Response Training, Mission Valley College, 1988
- AA, Management and Supervision, Ohlone College, Fremont, California, 1982.

EMPLOYMENT HISTORY

Acrotek, San Ramon, California, June 2015 to Present
- Brand Maintenance, document review and daily janitorial contractor administration

CITY OF OAKLAND, Oakland, California, December 2006 to January 2012.
- Complex Facilities Manager
- Everyday planning, organization, and supervision of maintenance and operation activities for city facilities
- Project manager and planner for facility construction projects and renovations
- Oversaw 300+ city facilities, 145 parks, 6 pools
- 2 direct reports, 28 indirect reports

SUPERIOR COURT, COUNTY OF ALAMEDA, Oakland, California, January 2002 to December 2006.
- Facilities Manager
- Everyday planning, organization, and supervision of maintenance and operation activities for all court facilities
- Project manager and planner for facility construction projects and renovations
- Worked closely with GSA architects and project managers
- 16 sites throughout the county, the oldest built in 1929
- Facilities and maintenance support for 90 judges and commissioners
- Maintained current vehicle dispatch and controls
- Oversaw all moves and relocations within the courts including phones, data, and furniture
- Member of the Access, ADA, Safety and Evacuation Committees
- 2 direct report, 2 indirect reports

- Facilities Manager
- Everyday planning, organization, and supervision of maintenance and operation activities for 100,000 sq. ft. facility
- Responsible for Facilities, Security, Mailroom, Reception, Health and Environmental Safety, corporate driver and car, Training (new hire, safety)
- Supervised a crew of 4 permanent and 1 temporary employee: one facilities coordinator, one facilities tech, two receptionists, and one driver
- Project manager and planner for new facility construction of 100,000 sq. ft. corporate headquarters, including warehouse and certification lab. This included design of parking, traffic flow, facilities access, and facilities discharge of waste and materials.
- Worked closely with architect on new building design and corporate layout, space planning, and design plan check
- Arranged procurement of vendors for construction project
- Company interface for design, construction, and move of site
- Coordinated move of entire company from old facility to new
- Planned and oversaw closure of old building

INFINEON TECHNOLOGIES CORPORATION, San Jose, California (formerly SIEMENS MICROELECTRONICS, INC., Cupertino, California), November 1997 to May 2000.
- Facilities Coordinator
- Everyday maintenance and operations of 4 facilities (1 six-story building (165,000 sq. ft.); 1 100,000-sq. ft. building; 1 15,000-sq. ft. building; soon to add another 100,000-sq. ft. building).
- Overseas contracts and safety on construction of 165,000-sq. ft. new building.
- Designed and installed closed-circuit TV system in corporate facility.
- Responsible for Health and Safety, MSDS/Chemical program.
- Trainer for forklift, confined space, lock-out/tag-out.
- Supervise 50 contractors plus vendors.
- Coordinate leasing for leased facility.
- Coordinate construction projects, energy savings programs, blood drives, recycling/trash programs.
- Construction projects manager: designed, bid, budgeted, oversaw, set-up, move in for 15,000-sq. ft. building in Santa Cruz; 20,000-sq. ft. warehouse in South San Francisco; 10,000-sq. ft. office area in San Jose.
- Property manager, lease interface.
- CPR/first aid certified.

TANDEM COMPUTERS, Cupertino, California, June 1991 to November 1997. Facilities Services Contracts Manager, Facilities Maintenance and Operations
- Responsible for maintenance and operations of a 16-building corporate headquarters campus and manufacturing facility (over 1.6 million square feet) with a $12,000,000 annual budget.
- Performed hands-on planning, organization, and supervision of facility maintenance activities.
- Directed 9 general services contractors for daily maintenance and operations.
- Established maintenance contracts for 84 vendors and suppliers.
- Managed and maintained computerized maintenance management system (Servacall) with contractor administrative support.
- Analyzed reports derived from Servacall input, recommended timesaving and cost-saving projects; for example, reduced trash and recycling pick-up by 60%, with an annual savings of $200,000.
- Consistently managed up to 5 projects simultaneously, from beginning to end, with budgets ranging from $200 to $500,000.
- Inspected facilities for existing and potential problems, and developed strategies to deal with problems.
- Evaluated project feasibility and scope for buildings, roads, parking lots and sewers.
- Determined project requirements and established budgets from $200 to $500,000 and defined project schedules.
- Managed projects with 85% being delivered on time and under-budget.
- Solicited and analyzed bids; selected contractors; coordinated and supervised vendor/contractor activities.
- Developed 2 contractor request-for-bid templates, decreasing the number of phone calls for clarification by 20%, and allowing bids to be returned much more quickly, sometimes in only one day.
- Ensured compliance with OSHA and ADA rules and regulations, and implemented corporate standards.
- Maintained a fleet of 17 vehicles.
- Volunteered to be a member of Tandem’s Emergency Response Team, trained in first aid, CPR, ERT certified, IC Commander, Forklift Trainer.
- Interfaced with users, Security, and Environmental Health and Safety.
- Computer skills include use of IBM PC, Servacall, Excel, Microsoft Word, X-Tree Gold.

OTHER INFORMATION

- U.S. Navy veteran honorably discharged.
Profile

Gregory Grassi

HOME ADDRESS

Number of years at above address:
33 Years

Number of years in Concord:
43 years

Number of years in the county:
43 years

Primary Phone

Alternate Phone

Retired

Formerly Commercial Banker

Employer Address

N/A

Which Boards would you like to apply for?

Measure Q Committee: Submitted

If you are applying for more than one board, commission or committee please list your selections in priority order below. This will help the interviewing Council Committee know your preference when interviewing.

N/A
Please identify the type of position for which you are applying: *

☑ Resident Position

Would you be available for evening meetings?

☑ Yes ☐ No

Would you like to be contacted about future Board, Committee, or Commission recruitments?

☑ Yes ☐ No

Interests and Experience

I would like to continue to monitor the City's use of Measure Q funds to assure compliance with the dictates of the measure. I have been a member of the committee for the past 4 years and I'm currently Vice Chairperson. I have attended over 95% of the scheduled meetings during that time. I feel I have a good grasp of the City financial situation and what impacts Measure Q funds have on the City's finances.

Describe prior service on a board, commission, or any other community service or public body, indicate agency and explain what significant contributions you made:

Currently an incumbent member of the Measure Q committee. Previously a member of the Redevelopment Advisory Committee (RAC) for the City of Concord and served as Chairperson 1989/90. Former member of the Oversight Board for the Successor Agency for the City of Concord. Appointed January 2017

Considering your experience and activities in business, labor, professional, social, or other organizations, indicate the experience, technical training, and/or skills which qualify you for an appointment on each desired board or commission:

Have over 40 years experience as a commercial banker in the Bay Area specializing in analysis of business operations to determine the likelihood default. Familiar with the preparation and use of financial projections to determine a likely outcome. I'm currently the Treasurer for the Concord Rotary Club and have instituted various systems and reforms for a more transparent financial presentation.
Why do you believe the Council should appoint you to the Measure Q Oversight Committee?

I feel I have provided expert knowledge to the Committee and would like to continue in that role as a resident member of the Measure Q Committee.

---

**Education and Training**

**High School**

Encina High School, Sacramento CA

**College**

American River College - AA, California University at Northridge - BA

**Technical/Vocational Training**

---

**Certification or Other**

---

Upload a Resume

---

**TERMS OF ACCEPTANCE and SIGNATURE**

Question applies to multiple boards

I, applicant for a City of Concord Board, Commission or Committee, warrant the truthfulness of the information provided in this application. I certify under penalty of perjury that I am a resident of the City of Concord and meet the eligibility requirements.
Please Agree with the Following Statement

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms and Acceptance.

☑ I Agree *

Electronic Signature - Please type your First and Last Name

Gregory Grassi
Profile

Michelle Lane

Email Address

HOME ADDRESS

Street Address

Suite or Apt

City

Number of years at above address:

1

Number of years in Concord:

1

Number of years in the county:

12

Primary Phone

Alternate Phone

CBRE

Asset Management - Associate Director

Property Management/Asset Management

Employer

Job Title

Occupation

Number of years at employer:

18

Employer Address

150 California Street, 4th Floor San Francisco CA 94111

Which Boards would you like to apply for?

Measure Q Committee: Submitted
If you are applying for more than one board, commission or committee please list your selections in priority order below. This will help the interviewing Council Committee know your preference when interviewing.

Measure Q

Question applies to Measure Q Committee

Please identify the type of position for which you are applying: *

☑ Resident Position

Would you be available for evening meetings?

☐ Yes ☐ No

Would you like to be contacted about future Board, Committee, or Commission recruitments?

☐ Yes ☐ No

Interests and Experience

Please state your reason for applying, including qualifications for this position:

I am applying for this board seat as I would like experience the process of review and make recommendations on behalf of the residents in the City. I have over 25 years of experience in understanding financial reports, including how audits work. I am familiar with recommendation processes as I have always worked or a 3rd party company, being fair in my assessments, listing to all sides.

Describe prior service on a board, commission, or any other community service or public body, indicate agency and explain what significant contributions you made:

I am currently the Board President for the Downtown Oakland Community Benefit District, overseeing a 1.8M annual budget. It is a 501C3 company and I'm familiar with various types of boards. I was recently part of the Concord Institute in the winter of 2019.

Considering your experience and activities in business, labor, professional, social, or other organizations, indicate the experience, technical training, and/or skills which qualify you for an appointment on each desired board or commission:

I have a good understanding of public/private partnerships as well as the financial background to soundly assess and make recommendations for the interest of others.
Why do you believe the Council should appoint you to the Measure Q Oversight Committee?

I believe my experience working in the private sector but having a great understanding of the public sector make me a good candidate able to fairly listen, assess and make recommendations for the betterment of the people. I am analytical and will take the time required to make this commitment.

Education and Training

High School

San Leandro High School

College

Cal State Hayward

Technical/Vocational Training

None

Certification or Other

CPM

TERMS OF ACCEPTANCE and SIGNATURE

I, applicant for a City of Concord Board, Commission or Committee, warrant the truthfulness of the information provided in this application. I certify under penalty of perjury that I am a resident of the City of Concord and meet the eligibility requirements.
Please Agree with the Following Statement

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms and Acceptance.

☑️  I Agree *

Electronic Signature - Please type your First and Last Name

Michelle Lane
Michelle Lane has resided in Concord since 2018 and is a Bay Area native, born and raised in San Leandro.

Michelle is married to Robert Lane and they have one son, Christopher, who just turned 14 years old and will be attending De LaSalle High school in the fall of 2020.

Prior to owning a home in Concord, Michelle and her family lived in Walnut Creek for the last 10 years and is a frequent consumer of retail stores and restaurants in Concord, encouraged by the growth and activation of the community with a great understanding the economic importance of shopping local. The most successful local agencies have ambassadors/residents that encourage others to visit and put money back into the community.

Michelle’s professional career started after graduating Cal State Hayward in 1996 and took her first job with a commercial real estate management company in San Francisco.

Michelle has been in the Commercial Real Estate business for the last 22 years in Asset Management field, managing and operating office, retail and industrial buildings in the Bay Area. She brings extensive operations experience along with budgeting, financial reporting and the ability to report to boards and clients with updates and recommendation for various projects.

Michelle is currently an Associate Director of Property Management for CBRE Inc. and in this role, she oversees more than 5 million square feet of properties in the Oakland/East Bay Area. She works closely with onsite managers and teams to offer world class service to clients, tenants and the local community.

Michelle has served as the Board President for the Downtown Oakland Community Benefit District for the last 7 years where she has experience in collaborating closely with local government agencies to improve the working relationship between public and private entities in the Downtown areas. She understands local government processes and policies and enjoys building strong, trustful relationships.
# Profile

<table>
<thead>
<tr>
<th>Diane</th>
<th>Sprouse</th>
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<tbody>
<tr>
<td>First Name</td>
<td>Last Name</td>
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**Email Address**

<table>
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<tr>
<th>HOME ADDRESS</th>
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<tbody>
<tr>
<td>Street Address</td>
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<tr>
<td>City</td>
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**Number of years at above address:**

40

**Number of years in Concord:**

40

**Number of years in the county:**

46

**Primary Phone**

**Alternate Phone**

**RETIRRED**

<table>
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<tr>
<th>Employer</th>
<th>Job Title</th>
<th>Occupation</th>
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**Number of years at employer:**

**Employer Address**

**Which Boards would you like to apply for?**

**Measure Q Committee: Submitted**

Question applies to multiple boards

If you are applying for more than one board, commission or committee please list your selections in priority order below. This will help the interviewing Council Committee know your preference when interviewing.
Question applies to Measure Q Committee

Please identify the type of position for which you are applying: *

☑ Resident Position

Would you be available for evening meetings?

☐ Yes ☐ No

Would you like to be contacted about future Board, Committee, or Commission recruitments?

☐ Yes ☐ No

Interests and Experience

Please state your reason for applying, including qualifications for this position:

I have served on the Commission for 3 years as Vice-Chair and Chair for the past 2 years.

Describe prior service on a board, commission, or any other community service or public body, indicate agency and explain what significant contributions you made:

Considering your experience and activities in business, labor, professional, social, or other organizations, indicate the experience, technical training, and/or skills which qualify you for an appointment on each desired board or commission:

Why do you believe the Council should appoint you to the Measure Q Oversight Committee?

Serving on the Commission has been enlightening particularly with regard to the serious challenges that the City has grappled with over the past several years and the challenges it will continue to confront going forward. Passage of Measure Q (and its renewal) was vital to sustaining City services. The Commission has recognized this and supports continuation of the tax. I would like to be part of that conversation with Concord residents.
Education and Training

High School

George Washington Denver, Colorado

College

San Francisco State University East Bay CSU

Technical/Vocational Training

Certification or Other

Golden Gate University: Accounting Certificate

TERMS OF ACCEPTANCE and SIGNATURE

Question applies to multiple boards

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☐ I Agree *

Electronic Signature - Please type your First and Last Name

Diane Sprouse
RESUME OF DIANE SPROUSE

SKILLS SUMMARY
• Over 16 years of progressively responsible administrative and financial administration at Berkeley
• Excellent interpersonal, oral and written communication skills;
• Broad knowledge of campus policies, processes, and administrative procedures
• Resourceful, collaborative, and flexible

EDUCATION & TRAINING
Hayward State (East Bay) University - Masters in Public Administration
Golden Gate University - Certificate in Accounting (30 units)
Diablo Valley College - Business, accounting, and mathematics courses
San Francisco State University - Bachelor of Arts, Social Science Interdisciplinary

Campus professional development and training: Certificate in Financial Management (FMCP), the Supervisory Leadership Development course, campus business and financial systems (BFS, BAIRS) and some exposure to academic personnel processes

EXPERIENCE
University of California Berkeley

February 2001-to present
Policy Analyst 3
Berkeley Division of the Academic Senate Committees on Research (COR); Academic Planning and Resource Allocation (CAPRA); Diversity, Equity, and Campus Climate (DECC); Library; Faculty Research Lecture, and Senate Athletics Council

Principal advisor to the faculty chairs and committee members; independently manage committee operations:
• Fiscal management of ~1.5M in university and endowment funds for COR grants
• Prepared annual COR grant program operating budget
• Prepared agendas, minutes, and briefing materials
• Drafted memos and reports responding to issues and proposals from campus administration and UCOP systemwide Senate
• Collaborated with faculty, senior administrators, and staff across campus and system-wide on issues including planning and resources; equity and inclusion; and, research policy
• Organized annual Senate events: the Clark Kerr dinner; the Berkeley Faculty Service Award reception; and the Henkin award luncheon
• Launched the first development campaign for the Senate to raise funds for the Scheiber Faculty Research Fund

November 1998-November 2000)
School of Public Health; Museum of Paleontology; Museum of Vertebrate Zoology; Financial Aid
Positions included administrative officer and grant administrator

• Oversight and management of financial matters including endowments, and contract and grant funds from both private and public sources
• Prepared status reports for research investigators detailing expenditures; analyzed spending trends to optimize funds management
• Managed day-to-day fund activities including handling all procurement; negotiating contracts with vendors; approving expenditures through BFS; researching and resolving billing discrepancies; handled reimbursements
• Processed personnel actions for new and continuing employees including staff, students, faculty, and visiting academics

ADDITIONAL EXPERIENCE
• Mervyn’s Corporate Headquarters, Manager, Consumer Relations and Returned Checks
  - Supervised 2 lead clerks and 30 employees to effect resolution of delinquent credit card balances
• Federal Home Loan Bank of San Francisco, Consumer Affairs Analyst
• Housing Alliance of Contra Costa County, Inc., Executive Director
  - Directed 10 staff in two locations that provided housing counseling assistance to low and moderate-income families
  - Responsible for securing annual support from public and private sources to sustain the organization

References available upon request.
Profile

Jim Weixel

First Name

Last Name

Email Address

HOME ADDRESS

Street Address

Suite or Apt

City

State

Postal Code

Number of years at above address:

1

Number of years in Concord:

2

Number of years in the county:

2

Primary Phone

Alternate Phone

Demler, Armstrong & Rowland, LLP

Attorney

Job Title

Attorney

Occupation

Number of years at employer:

3

Employer Address

101 Montgomery Street, Suite 1800, San Francisco, CA 94104

Which Boards would you like to apply for?

Measure Q Committee: Submitted
If you are applying for more than one board, commission or committee please list your selections in priority order below. This will help the interviewing Council Committee know your preference when interviewing.

I understand there is also a vacancy on the Community Services Commission and would like to be considered for that position first. If that is no longer available, I would like to be considered for one of the upcoming vacancies on the Measure Q Committee.

Please identify the type of position for which you are applying: *

- [ ] Resident Position

Would you be available for evening meetings?

- [ ] Yes  - [ ] No

Would you like to be contacted about future Board, Committee, or Commission recruitments?

- [ ] Yes  - [ ] No

Please state your reason for applying, including qualifications for this position:

I have served on community boards in Marin County and was involved in local political matters in San Francisco when I lived in those areas. I have bought a home in Concord and want to be involved in my community. In my personal life I have been involved in efforts to improve people's lives in recovery from alcohol and drug addiction, and have tried to help friends who have suffered from mental illness and the effects of poverty. I am also very interested in what I can do to further infrastructure and public works improvements in Concord. I know there is a great need for help in these areas in Concord and I would like to serve on one of these two bodies to help improve our community.

Describe prior service on a board, commission, or any other community service or public body, indicate agency and explain what significant contributions you made:

I was a member of the Kentfield Planning Advisory Board (design, zoning, etc. reviews and advisory decisions) in Marin County from approximately 2000 to 2003. I participated in board meetings, reviewed applications for building permits, zoning variances, use permits, and other matters that came before the county planning commission and that concerned the Kentfield and Greenbrae areas of central Marin.
Considering your experience and activities in business, labor, professional, social, or other organizations, indicate the experience, technical training, and/or skills which qualify you for an appointment on each desired board or commission:

I am the president of the Irish American Bar Association of Northern California. I am also the treasurer of the United Irish Societies of San Francisco, which puts on the annual St. Patrick’s Day Parade and other events throughout the year. I have also been on the board of directors of the Bar Association of San Francisco and the San Francisco Irish Famine Memorial committee. I am a longtime member (and former director) of the Conference of California Bar Associations, which meets annually to develop, debate, and sponsor legislation of interest to the legal community and the state as a whole. Working in these organizations has allowed me to develop collaborative and technical skills in using governmental and organizational resources to find and implement solutions to problems ranging from everyday issues to highly specialized matters.

Why do you believe the Council should appoint you to the Measure Q Oversight Committee?

I am skilled in working with organizational boards and structures and have a very quick learning time for subject matter. I am interested in doing what I can to improve my community and would like to be considered for the open position on either the Community Services Commission (as a first choice) or the Measure Q Oversight Committee.

Education and Training

High School
Rocky River High School, Rocky River, Ohio, 1982

College
Miami University, Oxford, Ohio, 1986 - B.S. Bus., Accountancy

Technical/Vocational Training
Cleveland State University, Cleveland-Marshall College of Law, J.D. 1990

Certification or Other
Admitted to the State Bar of California (11/24/1993) and the Ohio state bar (11/5/1990, currently on inactive status)
TERMS OF ACCEPTANCE and SIGNATURE

Question applies to multiple boards

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☑️ I Agree *

Electronic Signature - Please type your First and Last Name

James Weixel
BEFORE THE CITY COUNCIL OF THE CITY OF CONCORD  
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA  

A Resolution Rescinding Resolution No. 11-8 and  
Defining the Composition of the Measure Q Oversight  
Committee, Terms of Office for Committee Members,  
the Scope of the Committee’s Responsibilities and  
Other Related Matters  

WHEREAS, on November 4, 2014, Concord voters passed Ordinance No. 14-8, also known  
as Measure Q, extending a half-cent use and transactions tax for nine years; and  

WHEREAS, Concord merchants began collecting the tax on behalf of the City of Concord on  
April 1, 2011 and cease collecting the tax on March 31, 2025; and  

WHEREAS, Section 3.15.490 of the Concord Municipal Code states that “there shall be a  
committee consisting of no fewer than five members of the public to review and report on the receipt  
of revenue and expenditure of funds from the tax authorized by this Article [Ordinance No 14-8];” and  

WHEREAS, Section 3.15.490 further requires the Council to adopt a resolution establishing  
the composition of the committee, setting the terms of office of the committee members, and defining  
the scope of the committee’s responsibilities; and  

WHEREAS, this resolution rescinds Resolution No. 11-8 establishing the composition of the  
Measure Q Oversight Committee from the original passage of Measure Q in 2011.  

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CONCORD DOES  

RESOLVE AS FOLLOWS:  

Section 1. The Measure Q Oversight Committee’s composition, terms of office, and scope of  
responsibilities shall be as described in Exhibit A to this resolution.  

Section 2. This resolution shall become effective immediately upon its passage and adoption.  

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PASSED AND ADOPTED by the City Council of the City of Concord on December 9, 2014

by the following vote:

AYES: Councilmembers - E. Birsan, D. Helix, L. Hoffmeister, R. Leone, T. Grayson

NOES: Councilmembers - None

ABSTAIN: Councilmembers - None

ABSENT: Councilmembers - None

I HEREBY CERTIFY that the foregoing Resolution No. 14-86 was duly and regularly
adopted at a regular joint meeting of the City Council of the City of Concord on December 9, 2014.

Joelle Fockler, CMC
City Clerk

APPROVED AS TO FORM:

Mark S. Coon
City Attorney

Attachment: Exhibit A - City of Concord Measure Q Oversight Committee
City of Concord
Measure Q Oversight Committee

1. **Purpose:** The purpose of the oversight committee is to review the City’s annual audit in regards to the receipt and expenditure of the previous year’s half-cent use and sales tax (Measure Q) revenue, to make recommendations for the expenditure of the projected future year’s Measure Q revenue, and to communicate the Committee’s findings and recommendations to the public and the Council.

2. **Committee Responsibilities:** The oversight committee has two responsibilities for each of the years that the Measure Q half-cent use and transactions tax is collected:
   2.1. Review the annual audit report of the Measure Q tax revenue and expenditures.
   2.2. Provide recommendations to the City Council on the use of the Measure Q revenue.

   The Committee shall produce a report that records the results of its review of the City’s audit and its recommendations for expenditure of the revenue generated from the tax. The report shall be presented to the Council at a public meeting and shall be a public record.

3. **Committee Lifespan:** Unless Measure Q is terminated earlier than 2025, by a unanimous vote of the Concord City Council, the Measure Q Oversight Committee shall sunset (cease to exist) once it has reviewed and reported on all audit reports Measure Q revenue collection, which is anticipated to be completed by June 2026. No council action is required to terminate the Committee.

4. **Committee Composition:** The Committee shall consist of five members, at least one member must represent the business community, at least three members must be residents of the City of Concord. The fifth member may represent either category.

   The following rules apply to all members:
   4.1. All members shall be at least 18-years of age and reside within the State of California.
   4.2. Committee members may not be current Concord employees, Concord City Council members, or any vendor, contractor, or consultant with active contracts or agreements with the City of Concord.
5. Committee Member Terms of Office: The Committee shall hold staggered terms of four years. The initial set of terms will consist of two, two-year terms and three, four-year terms. All subsequent terms will be for four years until the Committee disbands in June 2026.

6. Committee Organization & Use of Existing City Practices: The Committee shall follow all relevant existing City practices in terms of organization and conduct. Specifically:

   6.1. Elect the Chair and Vice Chair,

   6.2. Operate in accordance with the Ralph M. Brown Act,

   6.3. Operate in accordance with City of Concord Policy & Procedure 89, Council Appointments to Boards and Commissions, except where the Measure Q Oversight Committee Resolution specifically addresses a topic,

   6.4. Operate in accordance with City of Concord Administrative Directive No. 43, Ethics Training for Elected Officials; Appointees to Certain Boards, Commissions, and Committees; and Designated Employees,

   6.5. Comply with all State and local mandated conflict of interest/economic interest disclosure requirements;

   6.6. Receive no compensation for service on the Committee.

7. Committee Meeting Schedule: The City’s budgeting occurs from February through June. Consequently, the Committee shall be active from February through June each year. The exact meeting schedule (days/times/locations) will be dependent upon the budget preparation schedule, which changes slightly from year to year.

The report prepared by the Committee documenting their findings and recommendations will be presented to the City Council at the Budget Workshop, usually in early May. The Workshop will be a public hearing.