



City of Montague Regular City Council
230 S. 13th Street, Montague, CA 96064 Ph. (530) 459-3030

In compliance with the requirements of the Brown Act, notice of this meeting has been posted in a public accessible place, 72 hours in advance of the meeting.

CITY OF MONTAGUE SPECIAL MEETING AGENDA

October 7, 2026

6:30 P.M.

Council Chambers, 230 S. 13th Street, Montague, CA 96064

PARTICIPATION: Participants can attend in person, online, and/or by telephone, as follows:

- **In-person** at: **Montague City Council Chambers, 230 S. 13th St.**
- **Online** via <https://cityofmontague-454.my.webex.com/meet/clerk> WebEx at:
- Meeting number (access code): 2630 874 0065
- **Telephone** at: 1-650-479-3208 When prompted, enter **Meeting ID:** 26308740065 **Passcode:** *89335983

AGENDA PACKET: Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection 24 hours before each regularly scheduled meeting at the City Clerk's office at City Hall, located at 230 S. 13th Street, Montague, California, during normal business hours. Any writing that is subject to disclosure that relates to an agenda item for open session distributed less than 24 hours prior to the meeting will be available for public inspection at the City Clerk's office during normal business hours. Materials subject to disclosure distributed to a majority of councilmembers less than 24 hours before a meeting will be available for public inspection on the City's website at www.cityofmontagueca.com.

SPEAKERS: Speakers, please stand at the podium and speak loudly so the entire room can hear you. The chairman will recognize you and ask that you state your name and mailing address so that the City Staff can follow up on any issues requiring City action, or provide you with information, if appropriate.

Please silence your cell phones. Thank you!

CITY COUNCIL AGENDA:

- I. CALL TO ORDER:**
- II. ROLL CALL:**
- III. PLEDGE OF ALLEGIANCE:**
- IV. PUBLIC COMMENTS:** "As a special meeting, public participation is limited only to those items listed on the agenda. If your comments are not related to a matter listed on this agenda, please address the City Council at the next regular meeting. The City Council has the right to reasonably limit the duration of each speaker to three minutes. Speakers may not cede their time."
- V. AGENDA APPROVAL:**
- VI. NEW BUSINESS:**
 1. Discussion/possible action consideration of appointment to fill Animal Control/Code Enforcement position.
 - a. Interview candidates
 - b. Appointing of the Animal Control/Code Enforcement Officer
- VII. CLOSED SESSION:**
 1. Public Employee Performance Evaluation Government Code 54957(b)(1) City Attorney.



VIII. ADJOURN:

In compliance with the requirements of the Brown Act, notice of this meeting has been posted in a publicly accessible place, 24 hours in advance of the meeting.

Public Hearings: If you wish to challenge in court any of the matters on an agenda for which a public hearing is to be conducted, you may be limited to raising only those issues which you (or someone else) raised orally at the public hearing or in written correspondence received by the City at or before the hearing. Any person seeking to challenge a City Council's decision made as a result of a proceeding in which by law a hearing is required to be given, evidence is required to be taken, and the discretion in the determination of facts is vested in the Planning Commission, shall be required to commence that action 90 days following the date on which the decision becomes final as provided in Code of Civil Procedure Section 1094.6. Please refer to Code of Civil Procedure 1094.6 to determine how to calculate when a decision becomes "final."

CHALLENGING DECISIONS OF CITY ENTITIES The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of Montague is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing. If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Montague, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

The City of Montague does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disability, or any other legally protected classes in employment or provision of services. In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the City Clerk 48 hours prior to the meeting at (530) 459-3030 or by notifying the Clerk at clerk@cityofmontagueca.gov.

**AFFIDAVIT OF NOTIFICATION AND POSTING
STATE OF CALIFORNIA
COUNTY OF SISKIYOU**



CITY OF MONTAGUE

I, David Dunn City Administrator for the City of Montague, hereby declare under penalty of perjury that a copy of the above Agenda of the Special Meeting of the Regular City Council of the City of Montague, California, was delivered and/or notice by email not less than 24 hours, before the hour of 6:30 PM on October 7, 2026 to the members of the City Council, caused the agenda to be posted at the bulletin board found at City Hall, 230 S. 13th Street, Montague CA, and a copy to be place for review at the Office of the City Clerk.

POSTED: October 6, 2026 @ 4:30 PM



SUSAN GREEN

Summary

Detail-oriented Highway Maintenance Worker with expertise in safety compliance and effective communication. Committed to maintaining road safety and executing maintenance tasks efficiently.

Skills

- Vehicle inspection
- Equipment maintenance
- Heavy machinery operation
- Traffic control
- Roadway repairs
- Safety compliance
- Emergency response
- Team collaboration
- Customer communication
- Snow and ice removal
- Roadway maintenance
- Emergency response support
- Ditch grading
- Snow removal
- Hazardous material handling
- Lane closures
- Shoulder repairs
- Street sweeping
- Work zone safety
- Manual labor
- Pavement marking
- Roadside cleanup
- Asphalt paving
- Drainage system maintenance
- Road repairs
- Roadway inspection
- Crack sealing
- Barrier setup

Experience

Caltrans | Mount Shasta, California
Highway Maintenance Worker
01/2026 - 04/2026

- Performed routine inspections of highway conditions and maintenance needs.
- Operated maintenance vehicles and tools for road repair tasks.
- Assisted in clearing debris and hazards from roadways and shoulders.
- Collaborated with team members to execute daily maintenance schedules.
- Maintained safety protocols while working in high-traffic areas.
- Documented maintenance activities and reported issues to supervisors.
- Participated in training sessions on equipment use and safety practices.
- Supported emergency response efforts during adverse weather conditions.
- Cleared debris from roadsides to ensure safe passage for motorists.
- Loaded trucks with supplies needed for daily maintenance operations.
- Set up temporary warning signs around construction zones to alert drivers of potential hazards.
- Cleared snow, ice and other debris from highways to maintain road safety.
- Repaired traffic signs damaged by weather or accidents.
- Performed routine maintenance tasks, such as patching potholes and repairing guardrails.
- Operated heavy machinery with extreme care and caution, following specific employer guidelines for safety.

- Cleaned catch basins regularly to keep stormwater runoff flowing properly.
- Ensured safety protocols were followed at all times while working on the job site.
- Repaired roadway signs, fences and other structures.
- Repaired guard rails damaged by collisions or extreme weather conditions.
- Assisted with roadway projects and highway repairs by controlling traffic patterns.
- Inspected roadways and bridges for signs of deterioration or damage.
- Communicated with other workers regarding traffic flow patterns during construction activities.
- Responded to emergency situations involving hazardous materials spills on roadways.

Grenada Elementary | Grenada, California
Bus Driver
 12/2024 - 12/2025

- Operated school bus safely, adhering to traffic regulations and safety protocols.
- Assisted students in boarding and exiting the bus, ensuring their safety at all times.
- Conducted pre-trip inspections to ensure bus functionality and safety compliance.
- Maintained clear communication with school staff regarding student needs and schedules.
- Managed student behavior during transit, promoting a respectful environment on the bus.
- Reported maintenance issues promptly to ensure timely repairs and safe operation.
- Collaborated with parents and guardians to address transportation concerns effectively.
- Logged daily routes and passenger counts accurately for record-keeping purposes.
- Verified that all passengers were seated before operating the bus.

Waste Connections Inc. | Medford, Oregon
Garbage Truck Driver
 01/2019 - 10/2024

- Operated garbage truck following designated routes for efficient waste collection.
- Conducted pre-trip inspections to ensure vehicle safety and compliance.
- Collaborated with team members to coordinate waste pickup schedules.
- Managed waste disposal at designated sites, adhering to safety protocols.
- Communicated effectively with customers regarding service issues or changes.
- Maintained accurate logs of daily pickups and vehicle maintenance records.
- Trained new drivers on safe driving practices and operational procedures.
- Assisted in resolving customer inquiries and complaints professionally.
- Provided assistance to other drivers as needed during their shifts.
- Drove garbage trucks on specified routes, collected and loaded solid waste and recyclables and transported to appropriate disposal or recycling sites.
- Stayed up-to-date on changes in route schedules or other related information.
- Dismounted trucks to collect garbage and remounted trucks for ride to next collection point.
- Followed designated routes to collect garbage, while adhering to traffic laws.

- Adhered strictly to safety protocols while operating the garbage truck.
- Inspected truck daily for safe operation and reported any maintenance issues immediately.
- Served as swing driver to cover other routes for drivers on vacation or out on sick days.
- Filled in daily record books and logs regarding collection and disposal of collected garbage material.
- Ensured truck was loaded correctly to ensure safety when driving.
- Transported collected materials to disposal sites in accordance with established regulations.
- Trained new drivers on safe truck operations and route fulfillment.
- Cleaned cab area of truck periodically throughout shift.
- Lifted trash containers and climbed in and out of trucks without limitation and without injury or reduced effectiveness or speed.
- Participated in regular training sessions for new procedures or techniques.

Education and Training

Yreka High School | Yreka, CA
High School Diploma
06/2005

JAMISON BUENDIA

ANIMAL CONTROL / CODE ENFORCEMENT CANDIDATE

PROFESSIONAL PROFILE

Community-focused public-safety professional with hands-on experience in neighborhood problem solving, documenting nuisance activity, radio communications, video surveillance, animal fostering and adoption, commercial driving, field safety, and emergency-vehicle equipment installation. Demonstrated ability to organize residents, maintain accurate incident logs, communicate concerns through proper channels, and help bring a long-standing neighborhood nuisance matter to a lawful resolution. Prepared to apply sound judgment, professional communication, consistent follow-up, and respectful education and enforcement for the City of Montague.

RELEVANT COMMUNITY LEADERSHIP

Neighborhood Watch Organizer | Montague Area

- Created and coordinated a neighborhood-watch communications network using Motorola 800 MHz two-way radios.
- Deployed video-surveillance and license-plate-recognition cameras to improve awareness and documentation.
- Maintained incident logs and organized reports for the HOA, supporting fact-based follow-up and accountability.
- Helped achieve lawful resolution of a chronic nuisance-property problem in approximately seven months after years of unsuccessful prior efforts.

Volunteer Foster & Adoption Support | Better World Rescue | 2022-Present

- Four years assisting with fostering, rescue support, responsible placement, and adoption of dogs.
- Experienced handling large dogs and supporting safe, humane animal care in a multi-dog household.

PROFESSIONAL EXPERIENCE

Laborer, Telecom Underground II | North Sky Communications

Aug 2026-Present

- Support underground telecommunications construction while following jobsite, traffic, and utility safety procedures.
- Work effectively with field crews, equipment, schedules, and changing site conditions.

Emergency Vehicle Upfitter | Ray's Radio / Independent Side Business

2024-Present

- Install and troubleshoot two-way radios, controllers, emergency lighting, wiring, and related vehicle equipment.
- Plan installations, document work, solve technical problems, and communicate with fire and public-safety customers.

Propane Delivery Driver | Suburban Propane

Jun-Aug 2026

- Operated a commercial delivery vehicle, completed safety inspections and records, and served customers professionally.
- Worked independently in the field while following hazardous-material and transportation safety requirements.

Rural Route Carrier | United States Postal Service

Mar-Apr 2026

- Completed time-sensitive rural deliveries, maintained route accuracy, interacted with the public, and operated safely.

CORE QUALIFICATIONS

- Code and nuisance documentation
- Animal handling and humane care
- Video surveillance and LPR systems
- Field inspections and safety
- Computer and technical troubleshooting
- Emergency-vehicle upfitting
- Complaint follow-up and mediation
- Two-way radio communications
- Report writing and recordkeeping
- Public and customer communication
- Independent judgment and teamwork
- Willing to complete PC 832 training

LICENSES, TRAINING & EDUCATION

CDL Class A | OSHA 30 | First Aid/CPR | Fall Protection | FCC General Radiotelephone Operator License | Amateur Radio Extra Class | GMRS License | GED

Kyle Manchester

I have volunteer firefighter experience for 2 years for the Montague fire department and Yreka fire department each for a year. I'm a hard worker and love to learn anything I can. I strive to get as much experience as possible, as I have been wanting to get into law enforcement since I was a kid, I feel your company will help give me the hands-on experience I need to help further my career into law enforcement. I would love the opportunity to work with you guys to start to get my foot in the door.

Authorized to work in the US for any employer

Work Experience

FedEx Driver

FedEx-Yreka, CA

December 2023-November 2024

I would run my route in weed and Shastina and Deliver packages that customers have ordered.

Tow Truck Driver

Bruces towing- Yreka, CA

May 2023-November 2023

As a Tow Truck Driver, I would operate the truck and respond too various insurance and law enforcement calls as needed.

Park Maintenance

Montague Public works-Montague, CA

January 2022-May 2023

I maintained parks, buildings, roads, city structures throughout Montague, I would also assist with Replacing and maintaining water and Serwer lines.

Education

High School Diploma

Skills

- Fast learner, takes directions very well
- Maintenance
- Mechanic/Mechanical knowledge
- Customer service

References

David Dunn: (530) 905-0705

Brandon Buell: (530) 598-3060

Raymond Deas: (530) 643-1099

Michael Neely

Professional summary

Experienced underground ground foreman, equipment operator; which includes, mini excavator, skid steer, digger/ Derrick, backhoe, and directional drill

Authorized to work in the US for any employer

Work experience

Forman/Operator

Maven utility Group | Sacramento, CA

November 2021 to Present

Oversee the daily operation of underground construction, drilling, vault setting, trenching, operation of equipment and the transportation of equipment.

CDL Class A Driver, Digger operator, equipment operator

Cable Com | Sacramento, CA

October 2019 to November 2021

Under ground construction for all Comcast projects.

Drill locator

ATAZZ | Sacramento, CA

May 2019 to October 2019

Underground construction, locating, drilling, trenching, equipment operator.

Operations Manager

WFS Worldwide Flight Services | Sacramento, CA

October 2017 to May 2019

Manager of day to day operations, serving 6 inbound and out flights of Amazon cargo. Oversaw the management of 247 employees

Plane Captain for URS, Maintain and preform

AECOM

February 2016 to September 2017

F/A 18 E/F preflight and Post flight inspections

Preflight and post flight maintenance

driver

CR England Global

May 2017 to July 2017

OTR driver

Gopher control technician

June 2015 to December 2015

Tire and Wheel Technician

NEX Auto

February 2015 to June 2015

Ordnance Chief

US Navy Service

1994 to January 2015

Managed Aviation Strike Armament assists worth 37 million for the USS John C. Stennis

- Oversaw the repair of 347 million in Aviation Strike Armament for 21 attack squadrons for FRC West
- Maintained and inventory of all Aviation and Ground Ordnance assets for Joint Operations base Djibouti Africa
- Familiar with Naval Aviation Maintenance practices.
- Familiar with FP/AT tactics and procedures, Served as Force Protection Chief in Djibouti, Africa
- Small Arm instructor for the US Navy
- Completed both SRF A and SRF B as shipboard security force Chief on the USS BOXER
- Completed Associate Degree and currently working on Bachelors of science with the University of Phoenix in Business Managment

Education

AA Business management

University of Phoenix-Southern California CampusUniversity of Phoenix | Fresno County, CA

January 2015 to September 2016

Upper secondary education

Skills

Stocking Security Paving Leadership Decision making Construction management
Manual transmission Program Management Delivery driver experience Telephone systems
OSHA Roll off truck Backhoe Operation Communication skills DoD Experience
Commercial construction Warehouse experience Teamwork
Collaborating with government agencies Commercial Driving Budgeting
Dispatching for law enforcement incidents Truck driving Driving Box truck Joint Operations
Forklift Customer service Aircraft Maintenance Organizational skills Sales POS systems
Interpersonal communication Computer Networking Clerical experience Dealership experience
Plumbing Tractor-Trailer Attention to detail Military Experience Van driver
Supervising experience Office experience Horizontal Drilling Mechanical knowledge
Time management Cash handling

Languages

English

Military service

E7 | United States Navy

Certifications and licenses

Class A CDL

May 2017 to October 2022

DOT Physical Certification

CDL B

Driver's License

Non-CDL Class C

CDL A

CDL

Secret Clearance

CDL C

Air Brake Endorsement

CDL Class A or B

Additional information

Skills & Abilities

MANAGEMENT/EXPERIENCE

- Currently qualified FA-18 E/F Plane Captain with AECOM
- Managed hundreds of US Navy ordnance personnel throughout a twenty-year career with 9 different commands. Ensuring shop personnel built, maintained, and inspected various types of Aircraft Armament equipment, Armament Support Equipment, and Strike Armament Equipment in various locations worldwide.
- Familiar with current US NAVY NAMP program to include maintenance practices, tool control program, and FOD program.
- EPDS/Classifier for the US Navy at the Salt Lake city MEPS from 2004 to 2006.

TERRY A. WHITESIDE

OPERATIONS, FIELD & ANIMAL SERVICES PROFESSIONAL

PROFESSIONAL SUMMARY

Practical, dependable field and operations professional with extensive hands-on experience in animal and livestock care, property-condition documentation, office administration, customer service, construction, equipment operation, truck and trailer transportation, and mechanical work. Skilled in observing conditions, gathering and organizing information, communicating with the public, solving problems independently, maintaining accurate records, and working safely in outdoor and changing conditions. Brings direct experience caring for horses, donkeys, livestock, and a wide variety of zoo animals; supporting property-complaint documentation; operating vehicles and equipment; and maintaining professional relationships with members, customers, contractors, and community contacts.

CORE QUALIFICATIONS

- Animal & Livestock Handling • Property Condition Documentation • Complaint & Records Support
- Public & Customer Service • Conflict Resolution & Mediation • Written & Verbal Communication
- Microsoft Word & Excel • Google Apps/Workspace • Internet Research & Communication • Data Entry
- Independent Field Work • Construction & Property Maintenance • Truck & Trailer Operation
- Equipment Operation • Vehicle & Equipment Safety Checks • Mechanical & Hydraulic Repair
- Organization & Records Management • Problem Solving & Practical Judgment • Initiative & Resourcefulness
- Working Outdoors/Inclement Conditions • Training & Procedure Development • Call-Back Availability

PROFESSIONAL EXPERIENCE

Klamath River Country Estates Owners' Association, Inc. — Office Clerk

Montague, CA | 2022–Present

- Operate broad office functions supporting an association responsible for 2,052 individual lots and 19 miles of roadway, including opening/closing the office, mail, email, phone calls, payments, member assistance, property files, legal/property documents, correspondence, and records.
- Maintain individual lot files and association records; process Real Estate Demands, By-Laws, CC&Rs, liens, pre-liens, foreclosures, assessment payments, transfer fees, map sales, camping/day-use fees, and related paperwork.

- Support the KRCE Complaint Committee as part of broader office responsibilities by verifying reported property conditions, photographing findings, obtaining permit and property information, organizing supporting records, and maintaining complaint documentation.
- Developed and maintained a Microsoft Excel complaint-tracking system from scratch to document actions taken, monitor property compliance, update complaint histories, and close complaints when properties returned to compliance.
- Regularly assist upset members by listening to concerns, acknowledging their issues, explaining policies, assessments, services, and procedures, and maintaining a calm, respectful approach even when a member remains dissatisfied.
- Research equipment and supply needs, gather purchasing information, prepare authorized orders, and maintain supplies including paper, envelopes, printer toner, and materials required for newsletters, annual billing, late-billing notices, and other correspondence.
- Trained three replacement employees over the last year; following the third replacement, the office developed a detailed procedure book for training the new office manager.
- Accompanied the roadway weed-spraying contractor once per year throughout all four years of employment.
- Available for call-back coverage when office staffing requires it.

Zephyr Mobile Services — Owner/Operator
Montague, CA | 2022–Present

- Identified an unmet local property-service need, evaluated available equipment and resources, and established and operate a self-directed mobile cleanup business.
- Provide RV/vehicle removal, debris hauling, dump runs, scrap-metal hauling, property cleanup, and related services using personal vehicles, trailers, and tools.
- Independently assess jobs, prepare and explain bids, schedule work, coordinate resources, communicate with customers, perform the work, and manage purchases and operating expenses.

Crestview RV — RV Repair Technician
Georgetown, TX | 2018–2020

- Diagnosed and repaired RV mechanical and electrical systems, often receiving technical problems requiring independent troubleshooting and practical solutions.
- Communicated repair options to customers and management and advocated repair solutions when they could reduce customer expense and create repeat business.
- Worked with management as the company expanded manufacturer/specialized training and repair capabilities for components previously being replaced.

Trillium SubFab Services — Shipping & Receiving / WaterJet / Teardown
Austin, TX | 2014–2017

- Handled shipping/receiving and industrial work requiring attention to equipment, materials, measurements, procedures, and workplace safety.

Expedited Freight Driver — Roadrunner Hotshot

Central Texas / West Texas / New Mexico | 2014–2015

- Transported oilfield and other expedited freight, including oversized and difficult loads, adapting routes and maneuvering through traffic, construction restrictions, and confined delivery areas.
- Performed pre- and post-trip inspections on trucks and trailers, checking lights, tires, and equipment condition; responded to an in-transit trailer failure by safely securing the disabled axle and completing the delivery.
- Maintained accurate commercial travel logs and trip records while transporting freight.

K.O. Hauling & Services LLC — Truck Driver / Department Manager

Central Texas | 2009–2013

- Drove trucks, managed hauling operations, coordinated loads and routes, and worked with customers and equipment in demanding field conditions.

ANIMAL & LIVESTOCK EXPERIENCE**Current Horse & Livestock Operations — Montague, CA**

- Care for seven horses, two donkeys, chickens, and other livestock on a 33-acre property; provide daily feeding, watering, observation, medication as directed, hoof/animal-care routines, and facility upkeep.
- Monitor animals closely for changes in behavior, injuries, abnormalities, and condition; maintain regular hands-on contact to recognize changes that may require attention.
- Load and transport horses to veterinary appointments, including independently loading horses into a three-horse trailer when needed; have also assisted with loading other owners' horses.
- Have safely caught and returned escaped horses belonging to neighbors; approach wary animals calmly, observe behavior, establish trust, and work at the animal's pace rather than forcing contact.
- Maintain pasture areas, fencing, gates, water access, and animal facilities; use tractors and other equipment for property and pasture maintenance.

Bell County Zoo — Animal Care / Grounds

Bell County, TX | Approx. 2 years, ages 15–17

- Worked primarily outside with a wide variety of zoo animals, including large carnivores, bears, alligators, big cats, primates, hoofstock, waterfowl, reptiles, and other animals.
- Fed animals daily, cleaned cages and enclosures, checked automatic waterers, monitored animals for injuries or unusual behavior, gathered eggs, maintained grounds, and performed basic plumbing and facility repairs.
- Developed practical animal-handling judgment through daily hands-on work, learning to recognize animal behavior, follow safety instructions, and distinguish appropriate approaches to different animals.

1,000-Acre Cattle Ranch — Ranch Hand

Aquilla, TX | Approx. ages 11–15

- Conducted daily cattle counts by horseback or vehicle in all weather; located missing livestock and monitored individual animals for injury, illness, or unusual behavior.
- Roped and physically restrained calves for adult workers performing vaccination and branding procedures, then safely released them while managing kicks, head-butting, and other defensive behavior.
- Rode horses regularly, maintained fences and pasture areas, operated tractors, and performed general ranch and livestock work.

CONSTRUCTION, EQUIPMENT & MECHANICAL SKILLS

- Skilled in operating backhoes, front-end loaders, forklifts, tractors, trucks, and trailers for construction, hauling, property maintenance, material handling, road/ditch work, septic installation, pond work, grading, brush clearing, and related field operations.
- Skilled in vehicle and equipment maintenance, including hydraulic hose replacement; hydraulic cylinder rebuilding and replacement; minor electrical repair; tire, lighting, mud-flap, and other routine repairs.
- Perform trailer hookup and safety checks, including lights and tires, and use practical judgment to determine when specialized service is appropriate.
- Maintain roadside/emergency safety equipment in work vehicles, including high-visibility safety vests, flashlights, and related equipment.

COMPUTER & OFFICE TECHNOLOGY

Highly proficient with computers and business applications, including Microsoft Word and Excel, Internet research and communication, Gmail, Google Maps, Google Drive, Google Photos, electronic records, data entry, document organization, and spreadsheet development from scratch.

EDUCATION

- Central Texas College — A.A.S., Computer Applications; A.A., General Liberal Arts; A.S., Business Administration
- Alvin Community College — A.A.S., Automotive Mechanics, Honors
- Belton High School — High School Diploma, 1980

ADDITIONAL QUALIFICATIONS

- Valid California driver's license and auto insurance.
- Available for call-back coverage and field work; comfortable working outdoors and in changing weather conditions.
- Preferred two-year college education exceeded through multiple associate degrees.

Professional references available; reference sheet to be finalized separately.

PROFESSIONAL REFERENCES

1. Dawn Van Pelt

Retired KRCE Director

Former Head of the KRCE Complaint Committee

Professional Relationship:

Worked directly with Terry on office administration, community complaints, documentation, and communication with KRCE members.

Phone: 530-340-6224

2. Colleen Marino

Former Alameda County Animal Control Officer

21 years of animal-control experience

Professional Relationship:

Neighbor who has personally entrusted Terry with the care and feeding of her animals, particularly when she and her family have been out of town. Terry has provided care for her cattle, horses, sheep, goats, dogs, quail, ducks, chickens, and geese.

Phone: 530-912-3875

Email: mycrazyk9@hotmail.com

3. Diana Gwaltney

Former Zephyr Mobile Services Customer

Professional Relationship:

Former and current customer of Zephyr Mobile Services. Terry has provided brush and tree-limb hauling and property cleanup services for her. She can speak firsthand to Terry's reliability, work ethic, communication, and ability to complete hauling and cleanup work independently.

Home: 530-475-3775

Cell: 530-643-2059

Address: 2038 Owens Way, Hornbrook, CA 96044