

CRIME CONTROL & PREVENTION DISTRICT

Two (2) vacancies with terms concurrent with Council terms. (Each Council Member appoints a board member, subject to confirmation by the full Council. Staff is recommending the postponement of Council Member Lerma's representative for future recruitment).

Duties

The Corpus Christi Crime Control and Prevention District is dedicated to crime reduction programs and the adoption of a proposed sales and use tax at a rate of one-eighth of one percent.

Composition

The District will consist of the same number of members as the City Council. A member of the Board of Directors shall be appointed by each member of the City Council to serve at the pleasure of that member of the City Council for a term that is concurrent with the term of the member of the City Council that appointed the Director. Six-year term limitation. Confirmation of appointments by City Council as per Texas Local Government Code 363.1015.

Member size	Term length	Term limit
9	Concurrent with Council Term	6 Years

Name	District	Term	Appt. date	End date	Appointing Authority	Position	Status	Category
Jim D Kaelin	District 5	2	1/22/2019	11/1/2022	City Council Confirmation		Resigned	Council Member Gil Hernandez's Rep.
Neely E. Balko	District 1	1	2/23/2021	11/1/2022	City Council Confirmation		Resigned	Council Member Billy Lerma's Rep.
Frank Arriaga Jr	District 4	1	2/23/2021	11/1/2022	City Council Confirmation		Active	Council Member John Martinez's Rep.
Curtis T Clark	District 5	1	2/23/2021	11/1/2022	City Council Confirmation		Active	Council Member Ben Molina's Rep.
Fred E Edler	District 4	2	8/28/2018	11/1/2022	City Council Confirmation		Active	Council Member Greg Smith's Rep.
Sandy J Fernandez	District 3	1	2/23/2021	11/1/2022	City Council Confirmation		Active	Council Member Michael T. Hunter
David Gonzalez	District 5	1	2/23/2021	11/1/2022	City Council Confirmation	Chair	Active	Mayor Paulette Guajardo's Rep.
Rene Saenz	District 3	2	1/22/2019	11/1/2022	City Council Confirmation		Active	Council Member Roland Barrera's Rep.
Marshal Tong	District 1	1	2/23/2021	11/1/2022	City Council Confirmation		Active	Council Member Mike Pusley's Rep.

CRIME CONTROL & PREVENTION DISTRICT

Applicants

Name	District	Status	Category
Ryan N Harris	District 4	Applied	
Scott A Lawson	District 5	Applied	
Michael D Markle	District 4	Applied	Council Member Hernandez's Rep.
Ryan A Martinez	District 2	Applied	
Eli McKay	District 1	Applied	
Elizabeth Perez	District 4	Applied	
Melissa Rios	District 1	Applied	

Application for a City Board, Commission, Committee or Corporation

Profile

Ryan N Harris
First Name Middle Initial Last Name

[Redacted]
Email Address

1515 Ennis Joslin #230
Street Address Suite or Apt
Corpus Christi TX 78412
City State Postal Code

What district do you live in? *

District 4

Current resident of the city?

Yes No

If yes, how many years?

25

Home: (832) 450-1659 Home: (832) 450-1659
Primary Phone Alternate Phone

Texas A&M University Corpus Christi Full Time Masters Student
Employer Job Title

Work Address - Street Address and Suite Number

N/A

Work E-mail address

Rharris12@islander.tamucc.edu

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

CORPUS CHRISTI COMMISSION ON CHILDREN & YOUTH: Submitted
CRIME CONTROL & PREVENTION DISTRICT: Submitted

Interests & Experiences

Are you a registered voter?

Yes No

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

N/A

Education, Professional and/or Community Activity (Present)

Bachelor of Science in Psychology Attaining Masters Degree in Mental Health Counseling (Expected Grad Date May 2023) Volunteer at U.S.S. Lexington 2004-2008

If you applied for multiple boards, which boards are you most interested in serving on, in order of preference? (Limit to top three)

Children & Youth Crime Control & Prevention

Why are you interested in serving on a City board, commission or committee?

I believe that I can help in my community by doing more. I care about everyone in my community and want to help wherever I can, in whatever capacity I am able to at that given time. My ongoing knowledge with Mental Health may also be of use in some areas.

[Upload a Resume](#)

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

No person shall be appointed by the Mayor or Council Members to serve on more than one board, commission, committee or corporation at the same time. If you currently serve as a voting member for a board, commission, committee or corporation are you willing to resign your current seat to serve on another board, commission, committee or corporation?

Yes No

Demographics

Gender

Male

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

Yes No

Does your employer or your spouse's employer have a City contract?

Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department. If you answer "NO" to all questions above, please enter N/A.

N/A

Board-specific questions (if applicable)

The Commission on Children & Youth preferred representatives for adult membership from certain categories. High school students must be a Junior or Senior at time of appointment. Do you qualify for any of the following categories? *

Adult At-Large

Verification

City Code Requirement - Residency

As a board, commission, or committee member, you will be asked to adhere to City Code of Ordinances, Section 2-65, which states that all members of City boards and commissions, including ad hoc committees, appointed by the City, must be residents of the city. A move outside the city limits of the city by any member shall constitute automatic resignation from the particular board or commission on which such member served.

I Agree

City Code Requirement - Attendance

As a board, commission, or committee member, you will be asked to adhere to City Code of Ordinances, Section 2-61, which provides that absences from more than 25% of regularly scheduled meetings during a term year on the part of any board, commission, or committee member shall result in an automatic termination. An absence shall be deemed unexcused unless excused by the board, commission or committee for good cause no later than its next meeting after the absence.

I Agree

Consent for Release of Information

I understand that if any member of the public makes a request for information included in this application or in any attachment (e.g. resume or supporting documentation) for appointment it is subject to and must be disclosed under the Texas Public Information Act. I understand that under the Texas Public Information Act, my home address and home telephone number is subject to public disclosure unless I am elected or appointed to the position which I seek. I hereby consent to the release of my home address and home telephone number should it be requested under the Texas Public Information Act prior to my possible appointment or election. I hereby release the City of Corpus Christi, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Texas Public Information Act.

I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

RYAN HARRIS

832-450-1659 | [REDACTED]

Professional Summary

Driven and personable Customer Solutions Specialist with over 5 years of experience interfacing with clients to ensure optimal service delivery. Dedicated and outside-the-box strategic thinker with expertise in customer relationship management, conflict resolution, time management, document control, and leadership. Dependable, courteous self-starter and team player seeking to leverage background into management role with a progressive organization.

Education

Texas A&M University – Corpus Christi
Master of Science in Professional Counseling
Emphasis in Clinical Mental Health
Expected Graduation: May 2023

Texas A&M University – Corpus Christi
Bachelor of Science in Psychology
Minor is Criminal Justice
Graduated: December 2020

Work Experience

Coastal Home Health Care Corpus Christi, Texas
EVV Compliance/Auditor 06/2018 to 12/2018

- Managed direct deposit file and positive pay files for over 5,000 employees
- Researched payment discrepancies and adjusted accounts if needed
- Processed late payments and assisted accounting in all lost payment investigations.
- Handled all patient client files and provider compliance paperwork
- Audited each file within state and medicaid compliance regulations and tracked all providers, EVV scores and disciplinary write ups.

L. K. Jordan Corpus Christi, Texas
Leasing Consultant 08/2017 to 08/2018

- Worked with potential renters to find a new home
- Kept up to date with current specials, created marketing strategies to increase interest and traffic
- In charge of planning all resident programming and activities
- Produced newsletters for resident's with current news and events
- Assisted management in resident relations and utilized One site which is a leasing tool for all needs

Artventure Inc. Houston, Texas
Payroll Coordinator/HR 11/2014 to 06/2017

- Responsible for payroll of 100 to 300 talent acquisitions for a bi-weekly pay period
- Entered in all new talents like actors, singers, and other employees
- Made employee changes and voluntary deductions in payroll system
- Processed checks, stop payments and adjustments of payroll
- Supervised all new hires and 3 intake specialists daily and ensured up to date knowledge of wage and labor laws

U.S. Navy Great Lakes, Illinois
Head Yeoman 02/2014 to 10/2014

- Entrusted to manage 105 recruits for 16 hours a day for 6 months
- In charge of all paperwork and scheduling pertaining to medical, legal, dental, and bank appointments
- Processed all new check-ins and departures from Recruit Training Command Separations Unit
- Led mentoring topics about job hiring process, resume writing, and college necessity on a weekly basis

Allen Harrison Houston, Texas
Assistant Property Manager/Leasing Specialist 03/2012 to 11/2013

- Took care of all residents and staying knowledgeable of specials and occupancy percentages
- Responsible for all checks and money orders for rent and other rentable items

RYAN HARRIS

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- Verified all files and ensured information is correct with new move ins and move outs
- Filed all evictions and writ of possessions as well as attending any court hearings
- Provided cordial but firm attitude with residents with late notices and small balance letters
- Proficient on OneSite and Yardi programs

Skills

- Conflict and dispute resolution
- Operations management
- Product ordering
- Training and development
- Microsoft Office
- Report generation and analysis
- Time management
- Results-oriented
- Excellent communication

Application for a City Board, Commission, Committee or Corporation

Profile

Scott

First Name

A

Middle Initial

Lawson

Last Name

[Redacted Email Address]

Email Address

3913 Priscilla Dr

Street Address

Corpus Christi

City

TX

State

78414

Postal Code

What district do you live in? *

District 5

Current resident of the city?

Yes No

If yes, how many years?

5

Mobile: (417) 437-9997

Primary Phone

Mobile: (417) 439-1392

Alternate Phone

Work Address - Street Address and Suite Number

3913 Priscilla Dr

Work Address - City

Corpus

Work Address - State

TX

Work Address - Zip Code

78414

Work Phone

4174379997

Work E-mail address

scottallenlawson@gmail.com

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

- AIRPORT BOARD: Submitted
- ARTS & CULTURAL COMMISSION: Submitted
- BOARD OF ADJUSTMENT: Submitted
- BUILDING STANDARDS BOARD: Submitted
- CITIZENS ADVISORY HEALTH BOARD: Submitted
- COMMITTEE FOR PERSONS WITH DISABILITIES: Submitted
- CORPUS CHRISTI BUSINESS AND JOB DEVELOPMENT CORPORATION: Submitted
- CORPUS CHRISTI COMMUNITY IMPROVEMENT CORPORATION / LOAN REVIEW COMMITTEE: Submitted
- CORPUS CHRISTI CONVENTION & VISITORS BUREAU: Submitted
- CORPUS CHRISTI REGIONAL ECONOMIC DEVELOPMENT CORPORATION: Submitted
- CRIME CONTROL & PREVENTION DISTRICT: Submitted
- ETHICS COMMISSION: Submitted
- HOUSING AUTHORITY: Submitted
- HUMAN RELATIONS COMMISSION: Submitted
- LANDMARK COMMISSION: Submitted
- LIBRARY BOARD: Submitted
- PARKS AND RECREATION ADVISORY COMMITTEE: Submitted
- PLANNING COMMISSION: Submitted
- SISTER CITY COMMITTEE: Submitted
- WATERSHORE AND BEACH ADVISORY COMMITTEE: Submitted
- REGIONAL HEALTH AWARENESS BOARD: Submitted
- ISLAND STRATEGIC ACTION COMMITTEE: Submitted
- STREET MAINTENANCE FEE BOARD OF APPEALS: Submitted
- FLOOD HAZARD MITIGATION INFORMATION COMMITTEE: Submitted
- REINVESTMENT ZONE NO. 4 (NORTH BEACH) BOARD: Submitted
- SENIOR CORPS ADVISORY COMMITTEE: Submitted
- CONSTRUCTION TRADE ADVISORY & APPEALS BOARD: Submitted

Interests & Experiences

Are you a registered voter?

Yes No

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

No

Education, Professional and/or Community Activity (Present)

Retired Manufacturing Manager, former United Way county chair, State Manufacturers council president, quality awards foundation auditor using Baldrick Award criteria, Bachelor of Business Administration, Mini-MBA

Why are you interested in serving on a City board, commission or committee?

Apply knowledge and experience to helping city and community

Upload a Resume

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

No person shall be appointed by the Mayor or Council Members to serve on more than one board, commission, committee or corporation at the same time. If you currently serve as a voting member for a board, commission, committee or corporation are you willing to resign your current seat to serve on another board, commission, committee or corporation?

Yes No

Demographics

Gender

Male

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

Yes No

Does your employer or your spouse's employer have a City contract?

Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department. If you answer "NO" to all questions above, please enter N/A.

N/A

Board-specific questions (if applicable)

Question applies to ARTS & CULTURAL COMMISSION

The Arts & Cultural Commission preferred representatives from certain categories. Do you qualify for any of the following categories? *

Architecture

Question applies to BUILDING STANDARDS BOARD

The Building Standards Board preferred representatives from certain categories. Do you qualify for any of the following categories? *

Building Materials Dealer

Question applies to BUILDING STANDARDS BOARD

Are you a Homeowner in the City of Corpus Christi?

Yes No

Question applies to CORPUS CHRISTI COMMUNITY IMPROVEMENT CORPORATION / LOAN REVIEW COMMITTEE

The CCCIC/Loan Review Committee must include representatives from certain categories. Do you qualify for any of the following categories? *

Architect

Engineer

Question applies to CORPUS CHRISTI CONVENTION & VISITORS BUREAU

The Convention & Visitors Bureau Board must include representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to HUMAN RELATIONS COMMISSION

The Human Relations Commission preferred representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to ISLAND STRATEGIC ACTION COMMITTEE

ISAC preferred representatives from certain categories. Do you qualify for any of the following categories? *

At Large Representative who is a City Resident

Question applies to LANDMARK COMMISSION

The Landmark Commission preferred representatives from certain categories. Do you qualify for any of the following categories? *

- Architect
- Structural or Civil Engineer
- At-Large

Question applies to LIBRARY BOARD

The Library Board preferred representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to WATERSHORE AND BEACH ADVISORY COMMITTEE

The Watershore & Beach Advisory Committee must include members representing certain categories. Do you qualify for any of the following categories? *

Engineer

Question applies to multiple boards

Are you willing to provide an Annual Report of Financial Information as required by the Code of Ethics?

Yes No

Question applies to PLANNING COMMISSION,CORPUS CHRISTI B CORPORATION,CORPUS CHRISTI BUSINESS AND JOB DEVELOPMENT CORPORATION

Are you a registered voter? *

Yes No

Question applies to FLOOD HAZARD MITIGATION INFORMATION COMMITTEE

The Flood Hazard Mitigation Information Committee must include a representative from certain categories. Do you qualify for any of the following? *

None of the above

Question applies to REINVESTMENT ZONE NO. 4 (NORTH BEACH) BOARD

Are you 18 year or older?

Yes No

Question applies to REINVESTMENT ZONE NO. 4 (NORTH BEACH) BOARD

The Reinvestment Zone No. 4 must include a Community Member who must be a resident within the TIRZ No. 4 (North Beach) Zone and own or lease property within the Reinvestment Zone No.4 (North beach). Do you qualify?

Yes No

Question applies to SENIOR CORPS ADVISORY COMMITTEE

The Senior Corps Advisory Committee must include members representing certain categories. Do you qualify for any of the following categories? *

At Large

Question applies to CONSTRUCTION TRADE ADVISORY & APPEALS BOARD

The Construction Trade Advisory & Appeals Board must include representatives from certain categories. Do you qualify for any of the following categories? *

Engineer or Architect

Verification

City Code Requirement - Residency

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I Agree

City Code Requirement - Attendance

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I Agree

Consent for Release of Information

I understand that if any member of the public makes a request for information included in this application or in any attachment (e.g. resume or supporting documentation) for appointment it is subject to and must be disclosed under the Texas Public Information Act. I understand that under the Texas Public Information Act, my home address and home telephone number is subject to public disclosure unless I am elected or appointed to the position which I seek. I hereby consent to the release of my home address and home telephone number should it be requested under the Texas Public Information Act prior to my possible appointment or election. I hereby release the City of Corpus Christi, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Texas Public Information Act.

I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

Scott A. Lawson

3913 Priscilla Dr. ~ Corpus Christi, TX 78414 ~ 417.437.9997 ~ [REDACTED] ~ [linkedin.com/in/scottallenlawson/](https://www.linkedin.com/in/scottallenlawson/)

Professional Experience

Horton Automatics <i>Product Manager, Revolving Doors, Security Products</i>	Corpus Christi, TX	2016-2020
<ul style="list-style-type: none">■ Manage Revolving Door & Security product lines■ Develop new products		
Ergon Consulting <i>Consultant/Problem Solving</i>	Grove and Owasso, OK	2015-2016
<ul style="list-style-type: none">■ Aerospace manufacturing and machining emphasis, AS9100 certification■ A3 Facilitation, Acting Safety Coordinator, Team Building, Employee Involvement		
CST Storage <i>Plant Manager</i>	Parsons, KS	2013-2015
<ul style="list-style-type: none">■ P&L for \$67 million annual budget, ISO 9001 certified, 6 years with no lost time injury■ Managed Production, Maintenance, Purchasing, Production Control and Scheduling		
Knapheide Truck <i>General Manager</i>	Kansas City, MO	2012-2013
<ul style="list-style-type: none">■ Responsible for P&L, policy, personnel, budget, customer relations, Sales and Production■ Directed all functional departments, truck pool and inventory, ISO 9001:2008 certified		
Newell Coach <i>Vice President/Manufacturing</i>	Miami, OK	2002-2012
<ul style="list-style-type: none">■ Led manufacture of custom motor coaches with 208 employees in 15 departments■ Negotiated several Collective Bargaining Agreements■ Directed Safety, Quality, Production, Scheduling, Procurement, Service and Maintenance■ Managed 16 acre facility, 130,000 square feet under roof seven-figure materials inventory, eight-figure work in process and eight-figure finished goods inventory		
Newell Coach <i>Plant Manager</i>		1996-2002
<ul style="list-style-type: none">■ Implemented lean manufacturing, oversaw Six Sigma Black Belt projects■ Built effective team through hiring and coaching		
Newell Coach <i>Special Projects Manager</i>		1992-1996
<ul style="list-style-type: none">■ Developed Special Projects program■ Customers' request/need fulfillment, Production Liaison		
Newell Coach <i>Quality Manager</i>		1990-1992
<ul style="list-style-type: none">■ Implemented quality system and processes■ Affected improved product quality and customer satisfaction		
Newell Coach <i>Designer and Engineer</i>		1982-1992
<ul style="list-style-type: none">■ Designed over 600 unique motor coaches■ Built relationships with customer, peers and suppliers		

Scott A. Lawson

3913 Priscilla Dr. ~ Corpus Christi, TX 78414 ~ 417.437.9997 ~  ~ [linkedin.com/in/scottallenlawson/](https://www.linkedin.com/in/scottallenlawson/)

Scott A. Lawson

3913 Priscilla Dr. ~ Corpus Christi, TX 78414 ~ 417.437.9997 ~ [REDACTED] ~ [linkedin.com/in/scottallenlawson/](https://www.linkedin.com/in/scottallenlawson/)

Previous Experience

- Engineering roles with Titan Rig (mobile oil rigs), Funk Manufacturing (now John Deere) and Ajax-Atlas (structural steel buildings)

Highlights

- Exemplary integrity
- Mentor to middle managers, resulting in much higher performance
- Oversaw multiple locations, shifts and departments simultaneously
- Implement/foster lean manufacturing using 5S, Six Sigma and SPC methodology
- Chairman of the Board of Directors of the esteemed Oklahoma Manufacturing Alliance
- President of Grand Lake Manufacturers' Council
- Team Leader for the Oklahoma Quality Award Foundation
- Influence many companies through lean, ISO, Baldrige Award criteria and Six Sigma
- OSHA 10 Certification

Skills

- Lean Manufacturing, team building and employee empowerment
- Human Resources leadership and staff development
- Customer/vendor relationships and partnerships
- Contract negotiations (union, vendor, supplier and customer)

Core Accomplishments

- State record for longest running SHARP safety award
- Doubled revenue, increased capacity, reduced costs through lean transformation
- Increased annual profits by 150% through continuous improvement processes
- Reduced employee turnover to under 5% per year
- Improved safety from 16 accidents at \$500,000 per year to 4 accidents at \$50,000
- Coached middle managers to higher efficiency and success
- Improved workplace morale through various employee involvement initiatives
- Applied visual workplace techniques and posted measurable metrics
- Raised workplace organization, neatness and cleanliness through 5S programs
- Reduced foot travel by many miles through pull systems
- Decreased production line work station count, saving considerable WIP and space
- Created kanban systems and 2-tiered racking to improve inventory management

Education

Pitt State University <i>Bachelor of Business Administration, with honors</i> <ul style="list-style-type: none">■ Summa Cum Laude (4.0 GPA)■ Member, Delta Mu Delta and Phi Kappa Phi	Pittsburg, KS	1994
The University of Tulsa <i>Mini MBA,</i> <ul style="list-style-type: none">■ College of Business Administration■ Center for Excellence and Professional Development	Tulsa, OK	2000
Texas A&M <i>Six Sigma Black Belt</i>	Corpus Christi, TX	2016

Application for a City Board, Commission, Committee or Corporation

Profile

Michael

First Name

D

Middle Initial

Markle

Last Name

[Redacted Email Address]

Email Address

1234 Stewart st

Street Address

Corpus Christi

City

TX

State

78418

Postal Code

What district do you live in? *

District 4

Current resident of the city?

Yes No

If yes, how many years?

33yrs

Mobile: (361) 774-9299

Primary Phone

Business: (361) 289-3244

Alternate Phone

Valero

Employer

Plant Security Manager

Job Title

Work Address - Street Address and Suite Number

1147 Cantwell Lane

Work Address - City

Corpus Christi

Work Address - State

TX

Work Address - Zip Code

78407

Work Phone

361-289-3244

Work E-mail address

mike.markle@valero.com

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

CRIME CONTROL & PREVENTION DISTRICT: Submitted

Interests & Experiences

Are you a registered voter?

Yes No

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

No

Education, Professional and/or Community Activity (Present)

Bachelors degree in CJ Masters degree in Business CCPD Officer for 31 years

If you applied for multiple boards, which boards are you most interested in serving on, in order of preference? (Limit to top three)

Crime Control and Prevention

Why are you interested in serving on a City board, commission or committee?

I wish to continue serving the City of Corpus Christi and the Corpus Christi Police Department

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

No person shall be appointed by the Mayor or Council Members to serve on more than one board, commission, committee or corporation at the same time. If you currently serve as a voting member for a board, commission, committee or corporation are you willing to resign your current seat to serve on another board, commission, committee or corporation?

Yes No

Demographics

Gender

Male

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

Yes No

Does your employer or your spouse's employer have a City contract?

Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department. If you answer "NO" to all questions above, please enter N/A.

N/A

Board-specific questions (if applicable)

Verification

City Code Requirement - Residency

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I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

Application for a City Board, Commission, Committee or Corporation

Profile

Ryan

First Name

A

Middle Initial

Martinez

Last Name



Email Address

802 Barry Street

Street Address

Apt. 2106

Suite or Apt

Corpus Christi

City

TX

State

78411

Postal Code

What district do you live in? *

District 2

Current resident of the city?

Yes No

If yes, how many years?

23

Mobile: (615) 537-7808

Primary Phone

Mobile: (361) 537-7808

Alternate Phone

Work Address - Street Address and Suite Number

N/A

Work E-mail address

N/A

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

ANIMAL CARE ADVISORY COMMITTEE: Submitted

ARTS & CULTURAL COMMISSION: Submitted

CITIZENS ADVISORY HEALTH BOARD: Submitted

CORPUS CHRISTI COMMISSION ON CHILDREN & YOUTH: Submitted

COMMITTEE FOR PERSONS WITH DISABILITIES: Submitted

CORPUS CHRISTI BUSINESS AND JOB DEVELOPMENT CORPORATION: Submitted

CORPUS CHRISTI REGIONAL ECONOMIC DEVELOPMENT CORPORATION: Submitted

CRIME CONTROL & PREVENTION DISTRICT: Submitted

HUMAN RELATIONS COMMISSION: Submitted

PARKS AND RECREATION ADVISORY COMMITTEE: Submitted

Interests & Experiences

Are you a registered voter?

Yes No

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

No

Education, Professional and/or Community Activity (Present)

Calallen Highschool graduate

Why are you interested in serving on a City board, commission or committee?

I'd like to contribute to my community in a positive manner, and help make the city a better place.

[Upload a Resume](#)

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

No person shall be appointed by the Mayor or Council Members to serve on more than one board, commission, committee or corporation at the same time. If you currently serve as a voting member for a board, commission, committee or corporation are you willing to resign your current seat to serve on another board, commission, committee or corporation?

Yes No

Demographics

Gender

Male

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

Yes No

Does your employer or your spouse's employer have a City contract?

Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department. If you answer "NO" to all questions above, please enter N/A.

N/A

Board-specific questions (if applicable)

Question applies to ANIMAL CARE ADVISORY COMMITTEE

The Animal Care Advisory Committee preferred representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to ARTS & CULTURAL COMMISSION

The Arts & Cultural Commission preferred representatives from certain categories. Do you qualify for any of the following categories? *

Youth / Education

Higher Education

Performing Arts (music, dance, drama, film)

Question applies to HUMAN RELATIONS COMMISSION

The Human Relations Commission preferred representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to CORPUS CHRISTI COMMISSION ON CHILDREN & YOUTH

The Commission on Children & Youth preferred representatives for adult membership from certain categories. High school students must be a Junior or Senior at time of appointment. Do you qualify for any of the following categories? *

Adult At-Large

Question applies to PLANNING COMMISSION,CORPUS CHRISTI B CORPORATION,CORPUS CHRISTI BUSINESS AND JOB DEVELOPMENT CORPORATION

Are you a registered voter?

Yes No

Verification

City Code Requirement - Residency

As a board, commission, or committee member, you will be asked to adhere to City Code of Ordinances, Section 2-65, which states that all members of City boards and commissions, including ad hoc committees, appointed by the City, must be residents of the city. A move outside the city limits of the city by any member shall constitute automatic resignation from the particular board or commission on which such member served.

I Agree

City Code Requirement - Attendance

As a board, commission, or committee member, you will be asked to adhere to City Code of Ordinances, Section 2-61, which provides that absences from more than 25% of regularly scheduled meetings during a term year on the part of any board, commission, or committee member shall result in an automatic termination. An absence shall be deemed unexcused unless excused by the board, commission or committee for good cause no later than its next meeting after the absence.

I Agree

Consent for Release of Information

I understand that if any member of the public makes a request for information included in this application or in any attachment (e.g. resume or supporting documentation) for appointment it is subject to and must be disclosed under the Texas Public Information Act. I understand that under the Texas Public Information Act, my home address and home telephone number is subject to public disclosure unless I am elected or appointed to the position which I seek. I hereby consent to the release of my home address and home telephone number should it be requested under the Texas Public Information Act prior to my possible appointment or election. I hereby release the City of Corpus Christi, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Texas Public Information Act.

I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

▶ Ryan Martinez

802 Barry Street
Corpus Christi, TX 78411
Phone: 361-537-7808

E-mail: [REDACTED]

Indeed Link: <https://my.indeed.com/p/ryanm-7k5jgzu>

Objectives

Pursuing a position where my varied communication skills, and know-how of general technological hardware and software are taken full advantage of to help others.

Skills

Data Entry - Highly Proficient
Technical Support - Familiar
Customer Focus & Orientation - Highly Proficient
Problem Solving - Highly Proficient
Customer Focus & Orientation - Highly Proficient
Social Media - Proficient
Management & Leadership Skills: Planning & Execution - Proficient
Attention to Detail Skills – Proficient
Verbal Communication - Expert

Education

Del Mar College, Corpus Christi, TX
Pursuing Associate of Arts in Digital Media
Calallen High School: August 2011 – May 2015

Experience

- **Client Experience Technician** AnywhereWorks [August 17th 2020 - Present]
Trained to answer inbound calls from a range of AnywhereWorks brands and customers.
Assisting with:
 - Message and order taking
 - Relaying information
 - Appointment scheduling
 - Live web chats
 - Troubleshooting
- **Behavioral Technician** (December 2018 – July 30th) Center for Autism and Related Disorders, Inc. - Corpus Christi, TX
Trained to work with children and families affected with Autism | Utilizing an understanding of what Autism is and how to teach kids and teenagers with Autism | Applied Behavior Analysis (ABA) Techniques | Curriculum development including: language, play, cognitive, social, and motor skills | How to reduce problem behavior | How to teach in the natural environment such as the home, school and community | Work with apps, games and web based technology via an iPad.

- **Office Assistant** (July 3rd 2018 – Sept. 12th) Adliance (14493 S Padre Island Dr.)
General office responsibilities: running errands; maintaining interior; data entry; connecting with clients over the phone for Adliance sales team members.
- **Contractor** (Jan. 12th 2018 – May 28th) Aransas Princess Condominiums (720 Access Rd 1-A) General construction; furniture assembly; home renovation; painting; heavy lifting; power tool operation.
- **Student Assistant** (Jan. 19th 2017 – June 28th 2017) SWC (White Library)
General customer service; greeted visitors and provided basic information to faculty, staff, students, and the general public; signed students or visitors into the system; helped with computer and other technical issues; answered phones, took messages, and guided callers to appropriate dept/person; data entry; maintained daily employee log; gave brief tours of the floor; prepared materials as directed; maintained inventory of office supplies; helped with special assignments; trained new employees.
- **Guest Associate** (Nov. 4th 2016 – Jan. 4th 2017) GameStop (S Padre Island)
Recommending, and helping find merchandise based on customer preference; using computers and mobile technology to input, process and receive data; supplying customers with answers or solutions to specific inquiries; displaying and maintaining appearance of merchandise; sorting inventory stock rooms.
- **Sales Associate** (Aug. 6th 2016 – Sept. 27th 2016) Journeys (5488 S Padre Island Dr. #1510) Displayed and maintained appearance of merchandise; sorted inventory stock rooms; recommended, and helped find merch based on customer preference; used computers to input, process and receive data; supplied customers with answers or solutions to specific inquiries; sold between \$1,000 - \$2,000 a day; met and exceeded sales goals daily.

Application for a City Board, Commission, Committee or Corporation

Profile

Eli
First Name

McKay
Last Name

[Redacted]

Email Address

1008 Marguerite St.
Street Address

Corpus Christi
City

TX
State

78401
Postal Code

What district do you live in? *

District 1

Current resident of the city?

Yes No

If yes, how many years?

9

Home: (361) 425-3449
Primary Phone

Mobile: (970) 433-9329
Alternate Phone

Oakley
Employer

Store Manager
Job Title

Work Address - Street Address and Suite Number

5488 SPID #1406

Work Address - City

Corpus Christi

Work Address - State

TX

Work Address - Zip Code

78411

Work Phone

3619801154

Work E-mail address

ostore185manager@oakley.com

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

ANIMAL CARE ADVISORY COMMITTEE: Submitted
CORPUS CHRISTI DOWNTOWN MANAGEMENT DISTRICT: Submitted
CRIME CONTROL & PREVENTION DISTRICT: Submitted
PARKS AND RECREATION ADVISORY COMMITTEE: Submitted
PORT OF CORPUS CHRISTI AUTHORITY OF NUECES COUNTY, TX: Submitted
MARINA ADVISORY COMMITTEE: Submitted

Interests & Experiences

Are you a registered voter?

Yes No

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

No

Education, Professional and/or Community Activity (Present)

High school diploma with some college from Colorado Mesa University. I have 16 years of management experience from corporate retail stores to local organizations as well. I am active in several local political groups, as well as environmental ones as well.

If you applied for multiple boards, which boards are you most interested in serving on, in order of preference? (Limit to top three)

1. Marina Advisory Committee 2. Animal Care Advisory Committee 3. Crime Control & Prevention District

Why are you interested in serving on a City board, commission or committee?

I am ready to give more to my city than tax dollars, and my opinions on social media. I see the beauty and potential that our city has, and want to do all that I can to be a part of that progress. I am a homeowner in District 1 and am ready to join the process of what makes our city an amazing place to live. Please consider me for a position.

[Upload a Resume](#)

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

No person shall be appointed by the Mayor or Council Members to serve on more than one board, commission, committee or corporation at the same time. If you currently serve as a voting member for a board, commission, committee or corporation are you willing to resign your current seat to serve on another board, commission, committee or corporation?

Yes No

Demographics

Gender

Female

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

Yes No

Does your employer or your spouse's employer have a City contract?

Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department. If you answer "NO" to all questions above, please enter N/A.

n/a

Board-specific questions (if applicable)

Question applies to ANIMAL CARE ADVISORY COMMITTEE

The Animal Care Advisory Committee preferred representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to MARINA ADVISORY COMMITTEE

The Marina Advisory Committee preferred representatives from certain categories. Do you qualify for any of the following categories? *

Environmentalist

Question applies to PORT OF CORPUS CHRISTI AUTHORITY OF NUECES COUNTY, TX

(For Port of CC) Are you a resident of the Port Authority district and an elector* of Nueces County?

Yes No

Question applies to PORT OF CORPUS CHRISTI AUTHORITY OF NUECES COUNTY, TX

(For Port of CC) Have you been a resident of Nueces County for at least 6 months?

Yes No

Question applies to CORPUS CHRISTI DOWNTOWN MANAGEMENT DISTRICT

The Corpus Christi Downtown Management District must include representatives from certain categories. Do you qualify for any of the following categories? *

Property Owner

Resident

Verification

City Code Requirement - Residency

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I Agree

City Code Requirement - Attendance

As a board, commission, or committee member, you will be asked to adhere to City Code of Ordinances, Section 2-61, which provides that absences from more than 25% of regularly scheduled meetings during a term year on the part of any board, commission, or committee member shall result in an automatic termination. An absence shall be deemed unexcused unless excused by the board, commission or committee for good cause no later than its next meeting after the absence.

I Agree

Consent for Release of Information

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I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

Eli McKay

1008 Marguerite St. Corpus Christi Texas 78401 - [REDACTED] - 970.433.9329

Experienced manager and organizer seeking employment in a positive & fast-paced environment, where I can share and grow my organizing skills and passion for justice with others.

Store Manager - Oakley - September 29, 2019 - Present

- Manage all operations of the location. Network, hire & train all staff for scheduling needs throughout the year. Ensure all marketing is current and displayed according to company standards. Conduct inventory, record daily bank deposits, and process weekly payroll for all employees. Ensure sales goals are met and that excellent customer service is provided. Take customer service issues both on the phone and in-person and resolve them.

Insurance Account Representative - Joely DelVecchio State Farm - January 7, 2019 - August 2019

- Conducted business for State Farm Bank as a Licensed General Lines Agent for life, accident, health, HMO, property, and casualty insurance. Daily office tasks such as answering incoming phone calls, processing payments, writing new policies, and making changes requested by the insured. Ensured all clients and future clients are assisted with the utmost care and respect for their needs—experience with NECHO, ABS, & ECRM operating systems.

Field Manager - Beto O'Rourke Campaign June 19, 2018 - November 15th, 2018

- Lead a team that organized hundreds of volunteers across Nueces County to talk to more voters than any campaign in Texas history. I managed 4 Field Organizers who in turn managed hundreds of volunteers to block walk/canvass, phone bank, run voter contact training. We were able to open six temporary brick and mortar campaign offices throughout Corpus Christi and have them fully staffed with volunteer leaders providing three shifts of phone banking and block walking every day. Managed social media marketing, event planning, and management for all local events. Responsible for running daily check-in calls, onboarding, and training new staff, conducting goal reviews, and giving feedback.

Store Manager Chubby's Mattress October 1, 2014 - September 11, 2017

- Hiring and training of all new sales associates. Oversee cash handling, bank deposits, and payroll tracking. Communicated effectively with warehouse staff, account reps, upper management, and customers and managed social media marketing on Facebook & Instagram. Ensured that the highest customer service level was upheld during telephone or verbal interactions and handled any customer service issues that may have arisen. Filed paperwork according to state law and company policy.

Store Manager Sunglass Hut - April 2, 2004 - October 1, 2014

- Managed operations of store location based on corporate standards. Networked, hired & trained all staff for scheduling needs throughout the year. Ensured all marketing was current and displayed according to company standards. Conducted inventory, recorded daily bank deposits, and processed weekly payroll for all employees—achieved sales goals for personal and store that were met through consistent customer service. Answered customer service issues both on the phone and in-person and resolved them.

Education

- Estelline High School May 2002
- Colorado Mesa University Psychology May 2010

Other Qualifications

- 2020 City Council Campaign
 - I ran for the District 1 city council seat here in Corpus Christi last fall. During the campaign, I organized a slate of five candidates and put together The People's Platform. This is a collective mission to put people over profit in our city, and for the citizen's best interest to come first. Our Coastal Bend Labor Council endorsed me in this race and our local Coastal Bend Sierra Club Chapter.
- Digital Skills
 - Experienced building websites with Wix, and Nationbuilder
 - Experienced with VAN, Slack, Discord, and Spoke
 - Experienced with Excel and Google drive platforms
 - Experienced in making lists and cutting turf for organizing efforts.
 - Experienced with Zoom and Teams

References

- Victoria Munt Rogers - victoria@gulfscapes.com; 361-548-6804
- Alison Ford - alison.ford.politics@gmail.com; 615-738-0719
- Julie Rogers - rogersjuliet@gmail.com; 361-461-1967

Application for a City Board, Commission, Committee or Corporation

Profile

Elizabeth

First Name

Perez

Last Name

[Redacted Email Address]

Email Address

434 Montclair Dr

Street Address

CORPUS CHRISTI

City

TX

State

78404

Postal Code

What district do you live in? *

District 4

Current resident of the city?

Yes No

If yes, how many years?

39

Home: (361) 207-0157

Primary Phone

Business: (361) 882-4357

Alternate Phone

Herrman & Herrman PLLC

Employer

Intake Manager

Job Title

Work Address - Street Address and Suite Number

434 Montclair Dr

Work Address - City

Corpus Christi

Work Address - State

TX

Work Address - Zip Code

78412

Work Phone

3618824357

Work E-mail address

Lizperez@herrmanandherrman.com

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

CRIME CONTROL & PREVENTION DISTRICT: Submitted
LIBRARY BOARD: Submitted
PORT OF CORPUS CHRISTI AUTHORITY OF NUECES COUNTY, TX: Submitted
MARINA ADVISORY COMMITTEE: Submitted

Interests & Experiences

Are you a registered voter?

Yes No

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

None

Education, Professional and/or Community Activity (Present)

I attended and graduated from Incarnate Word Academy in 1999. I currently work for Herrman & Herrman, PLLC and I recently ran for City Council, At-Large. I would like to stay active with our community and serve on a city board.

If you applied for multiple boards, which boards are you most interested in serving on, in order of preference? (Limit to top three)

Library Board Crime Control & Prevention District

Why are you interested in serving on a City board, commission or committee?

I have a deep passion for our city and I believe I can help do some good for our community by lending my voice, ideas and opinions.

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

Demographics

Gender

Female

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

Yes No

Does your employer or your spouse's employer have a City contract?

Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department. If you answer "NO" to all questions above, please enter N/A.

N/A

Board-specific questions (if applicable)

Question applies to LIBRARY BOARD

The Library Board preferred representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to MARINA ADVISORY COMMITTEE

The Marina Advisory Committee preferred representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to PORT OF CORPUS CHRISTI AUTHORITY OF NUECES COUNTY, TX

(For Port of CC) Are you a resident of the Port Authority district and an elector* of Nueces County?

Yes No

Question applies to PORT OF CORPUS CHRISTI AUTHORITY OF NUECES COUNTY, TX

(For Port of CC) Have you been a resident of Nueces County for at least 6 months?

Yes No

Verification

City Code Requirement - Residency

As a board, commission, or committee member, you will be asked to adhere to City Code of Ordinances, Section 2-65, which states that all members of City boards and commissions, including ad hoc committees, appointed by the City, must be residents of the city. A move outside the city limits of the city by any member shall constitute automatic resignation from the particular board or commission on which such member served.

I Agree

City Code Requirement - Attendance

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I Agree

Consent for Release of Information

I understand that if any member of the public makes a request for information included in this application or in any attachment (e.g. resume or supporting documentation) for appointment it is subject to and must be disclosed under the Texas Public Information Act. I understand that under the Texas Public Information Act, my home address and home telephone number is subject to public disclosure unless I am elected or appointed to the position which I seek. I hereby consent to the release of my home address and home telephone number should it be requested under the Texas Public Information Act prior to my possible appointment or election. I hereby release the City of Corpus Christi, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Texas Public Information Act.

I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

Application for a City Board, Commission, Committee or Corporation

Profile

Melissa
First Name

Rios
Last Name

[Redacted]
Email Address

2758 Wind Rock Dr.
Street Address

Corpus Christi
City

TX
State

78410
Postal Code

What district do you live in? *

District 1

Current resident of the city?

Yes No

If yes, how many years?

35

Mobile: (210) 630-9296
Primary Phone

Business: (361) 653-2270
Alternate Phone

Bonilla & Chapa
Employer

Paralegal
Job Title

Work Address - Street Address and Suite Number

2727 Morgan Ave.

Work Address - City

Corpus Christi

Work Address - State

Texas

Work Address - Zip Code

78405

Work Phone

361-881-1000

Work E-mail address

melissa.rios@bonilla-chapalaw.com

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

ARTS & CULTURAL COMMISSION: Submitted
CORPUS CHRISTI COMMISSION ON CHILDREN & YOUTH: Submitted
CORPUS CHRISTI COMMUNITY IMPROVEMENT CORPORATION / LOAN REVIEW COMMITTEE: Submitted
CORPUS CHRISTI CONVENTION & VISITORS BUREAU: Submitted
CRIME CONTROL & PREVENTION DISTRICT: Submitted
HUMAN RELATIONS COMMISSION: Submitted
PARKS AND RECREATION ADVISORY COMMITTEE: Submitted

Interests & Experiences

Are you a registered voter?

Yes No

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

No.

Education, Professional and/or Community Activity (Present)

I have a Bachelors Degree in Applied Science specializing in Court Reporting but have been a paralegal for almost 16 years and in the legal field for 22 years. I am a member of the Corpus Christi Association of Legal Professionals and have served on the Board. I am a dancer for a non-profit Hispanic Arts Center and have also taught youth classes there.

If you applied for multiple boards, which boards are you most interested in serving on, in order of preference? (Limit to top three)

Arts & Cultural Commission Crime Control & Prevention

Why are you interested in serving on a City board, commission or committee?

I would like to have a more active role in my community. I am very involved with the local arts.

[Upload a Resume](#)

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

No person shall be appointed by the Mayor or Council Members to serve on more than one board, commission, committee or corporation at the same time. If you currently serve as a voting member for a board, commission, committee or corporation are you willing to resign your current seat to serve on another board, commission, committee or corporation?

Yes No

Demographics

Gender

Female

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

Yes No

Does your employer or your spouse's employer have a City contract?

Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department. If you answer "NO" to all questions above, please enter N/A.

I answered "No" on the question about my employer, but I'm not certain what contract my employer might have with the City, if anything.

Board-specific questions (if applicable)

Question applies to ARTS & CULTURAL COMMISSION

The Arts & Cultural Commission preferred representatives from certain categories. Do you qualify for any of the following categories? *

- Visual Arts (painting, sculpture, arts media)
- Public Art / Public Space
- Youth / Education
- Higher Education
- Performing Arts (music, dance, drama, film)

Question applies to CORPUS CHRISTI COMMUNITY IMPROVEMENT CORPORATION / LOAN REVIEW COMMITTEE

The CCCIC/Loan Review Committee must include representatives from certain categories. Do you qualify for any of the following categories? *

- Legal

Question applies to CORPUS CHRISTI CONVENTION & VISITORS BUREAU

The Convention & Visitors Bureau Board must include representatives from certain categories. Do you qualify for any of the following categories? *

- None of the above

Question applies to HUMAN RELATIONS COMMISSION

The Human Relations Commission preferred representatives from certain categories. Do you qualify for any of the following categories? *

- Coastal Bend Legal Services

Question applies to CORPUS CHRISTI COMMISSION ON CHILDREN & YOUTH

The Commission on Children & Youth preferred representatives for adult membership from certain categories. High school students must be a Junior or Senior at time of appointment. Do you qualify for any of the following categories? *

- Adult At-Large

Verification

City Code Requirement - Residency

As a board, commission, or committee member, you will be asked to adhere to City Code of Ordinances, Section 2-65, which states that all members of City boards and commissions, including ad hoc committees, appointed by the City, must be residents of the city. A move outside the city limits of the city by any member shall constitute automatic resignation from the particular board or commission on which such member served.

I Agree

City Code Requirement - Attendance

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I Agree

Consent for Release of Information

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I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

MELISSA RIOS
2758 Wind Rock Dr.
Corpus Christi, Texas 78410
210.630.9296
[REDACTED]

PROFESSIONAL SUMMARY

Trial paralegal with 20 years of experience in litigation management achieving production, organizational, legal, and administrative results. Strong business judgment. Results driven. Diplomatic and tactful. Open to new ideas and solutions. Experience assisting, working up and preparing cases for trial. Assist attorneys in trial.

KEY STRENGTHS

- Research/Investigation
- Case Management
- Staff Development
- Initial Intake/Assessment
- Attention to Detail
- Multi-tasking
- Scheduling
- Analysis/Problem Solving
- Bilingual – Fluent Spanish and Fluent English

PROFESSIONAL EXPERIENCE

Paralegal – Bonilla & Chapa, P.C. Corpus Christi, Texas
February 2020 to Present

Manage attorneys' calendars, meetings, depositions, telephonic conferences, and hearings. Draft legal pleadings, motions and correspondence. Perform legal research and investigations. Process billing invoices. Track deadlines, and prepare logs and case management reports.

Paralegal – Huseman Law Firm, PLLC Corpus Christi, Texas
May 2015 to February 2020

Manage legal services for partner Van Huseman. Manage attorneys' calendars, travel arrangements, meetings, depositions, telephonic conferences, and hearings. Draft legal pleadings, motions and correspondence. Perform legal research and investigations. Process billing invoices. Track deadlines, and prepare logs and case management reports.

Temp - Legal Assistant –Sterling Personnel
(Assigned to Wood, Boykin & Wolter), Corpus Christi, Texas
September 2014 through May 2015

Relocated from San Antonio to Corpus Christi in July of 2014.

Legal Assistant - Hoblit Ferguson Darling, LLP, San Antonio, Texas
August 2009 to March 2014

Managed legal services for partners, Mark Ralls and Stephen Darling, and three associate attorneys. Manage attorneys' calendars, travel arrangements, meetings, depositions, telephonic conferences, and hearings. Perform legal research and investigations. Process billing invoices. Track deadlines, and prepare logs and case management reports.

Legal Secretary – Donnell Abernethy & Kieschnick, P.C., Corpus Christi, Texas
May 2007 to August 2009

Managed legal services for managing partner, William A. Abernethy and one associate attorney. Managed attorneys' schedule, travel arrangements, meetings, depositions and hearings. Managed discovery and document production. Processed billing invoices.

Additional Professional Experience

Legal Secretary – Upton, Mickits, Hardwick & Heymann
March 2005 to May 2007

Legal Secretary/Receptionist – Meredith, Donnell & Abernethy
November 1999 to March 2005

Professional Education

- Associate's Degree – Court Reporting; Del Mar College, Corpus Christi, Texas; Graduation 2003
- Pursuing Paralegal Certificate; National Association of Legal Assistants (NALA)

Professional Memberships

- Corpus Christi Association of Legal Professionals (Board Member)
- Alamo Area Paralegal Association
- National Court Reporters Association *Student Initiative*

References

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