

FLOOD HAZARD MITIGATION INFORMATION COMMITTEE

***Five (5) vacancies, representing the following categories: 1 - Community's Floodplain Management Office, 1 - Insurance Industry, 1 - Community's Public Information Office, and 2 - Regular Member. (This committee was created on 6-19-19 per Ordinance No. 031455. The ordinance did not specify the terms of service. Department staff is recommending that all members serve three-year terms ending 9-30-22.**

Duties

The Flood Hazard Mitigation Information Committee is created to advise the mayor and city council on development and implementation of the Program for Public Information Plan and Flood Insurance Coverage Promotion Plan.

Composition

The Flood Hazard Mitigation Information Committee shall be comprised of at least five members appointed by City Council. At least three members must be from outside local government. The membership must include: (1) One or more representatives from the community's floodplain management office; (2) One or more representatives from the community's public information office; (3) One or more representative from the insurance industry. Three members of the Committee shall constitute a quorum.

Name	District	Term	Start date	End date	Appointing Authority	Position	Status	Category
*Vacant			10/1/2019	9/30/2022	City Council			Regular Member
*Vacant			10/1/2019	9/30/2022	City Council			Regular Member
*Vacant			10/1/2019	9/30/2022	City Council			Insurance Industry
*Vacant			10/1/2019	9/30/2022	City Council	Staff		Community's Public Information Office
*Vacant			10/1/2019	9/30/2022	City Council	Staff		Community's Floodplain Management Office

Ordinance amending the Corpus Christi Code to establish Flood Hazard Mitigation Information Committee

WHEREAS, The City of Corpus Christi is part of the Community Rating Systems Program under the National Flood Insurance Program. The Community Rating Systems Program awards the community credits for doing activities that are above the minimum requirements. The credits determine the Class rating for the City which allows for discounts on flood insurance policies;

WHEREAS, The Community Rating System strongly encourages locally designed plans to prevent and reduce flood losses; and

WHEREAS, The Community Rating System awards credit for creating a committee and adopting the Program for Public Outreach and Flood Insurance Coverage Promotion plans.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CORPUS CHRISTI, TEXAS, THAT:

SECTION 1. Corpus Christi Code of Ordinances, Chapter 2 – Administration, Article IV.- Miscellaneous Boards, Commissions and Committees, is amended by adding Division 32. - Flood Hazard Mitigation Information Committee, Sections 2-303 to Section 2-305 to read as follows:

Division 32. - Flood Hazard Mitigation Information Committee

Sec. 2-303 Created; composition; appointment, terms of members; organization

(a) The Flood Hazard Mitigation Information Committee is created to advise the mayor and city council on development and implementation of the Program for Public Information Plan and Flood Insurance Coverage Promotion Plan.

(b) Membership. The Flood Hazard Mitigation Information Committee shall be comprised of at least five members appointed by City Council. At least three members must be from outside local government. The membership must include:

- (1) One or more representatives from the community's floodplain management office;
- (2) One or more representatives from the community's public information office;
- (3) One or more representative from the insurance industry.

(c) Quorum. Three members of the Committee shall constitute a quorum.

(d) Secretary of the Committee. The Floodplain Administrator or authorized representative shall act as secretary of the committee. The secretary shall make a detailed record of all committee proceedings which shall set forth the committee's

reasons for a decision, each member's vote, any member's absence, and any failure of a member to vote. A record of all business conducted by the committee shall be maintained in the office of the floodplain management division.

Sec. 2-304 Duties.

(a) The Flood Hazard Mitigation Committee prepares and updates two plans, which are included below:

(1) The Program for Public Information Plan's duties are included, but not limited to:

A. Assessing the community's needs for public information, formulate outreach messages, identify outreach projects and monitor and evaluate the program.

B. The highest priority for Committee regarding the Program for Public Information Plan includes, but is not limited to:

1. Assessing the community's public information needs by priority areas.
2. Formulating messages needed for each priority audience to meet the desired outcome.
3. Identifying outreach projects to convey the messages.
4. Examining other public information activities for website or technical assistance.
5. Preparing the Program for Public information document for governing body adoption.
6. Reevaluating the Program at least once annually.

(2) The Flood Insurance Coverage Promotion Plan's duties are included, but not limited to:

A. Assessing the community's needs for flood insurance based on identifying the current levels of coverage and where it needs to be improved.

B. The highest priority for the Committee with regards to the Flood Insurance Coverage Promotion Plan includes, but is not limited to:

1. Conducting a flood insurance assessment.
2. Collecting flood insurance information.
3. Determining the level of flood insurance coverage.
4. Preparing the plan.
5. Reevaluating the Plan at least once annually.

Sec. 2-305 Frequency of meetings.

The Committee shall meet at least twice a year.

SECTION 2. If for any reason any section, paragraph, subdivision, clause, phrase, word of provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word, or provision of this ordinance, for it is the definite intent of this City Council that every section, paragraph, subdivision, clause, phrase, word or provision of this ordinance be given full force and effect for its purpose.

SECTION 3. Publication shall be made in the official publication of the City of Corpus Christi as required by the City Charter of the City of Corpus Christi.

SECTION 4. This ordinance takes effect after official publication.

That the foregoing ordinance was read for the first time and passed to its second reading on this the 12th day of June, 2018, by the following vote:

Joe McComb	<u>Aye</u>	Ben Molina	<u>Aye</u>
Rudy Garza	<u>Aye</u>	Everett Roy	<u>Aye</u>
Paulette Guajardo	<u>Aye</u>	Lucy Rubio	<u>Aye</u>
Michael Hunter	<u>Aye</u>	Greg Smith	<u>Aye</u>
Debbie Lindsey-Opel	<u>Aye</u>		

That the foregoing ordinance was read for the second time and passed finally on this the 19th day of June, 2018, by the following vote:

Joe McComb	<u>Aye</u>	Ben Molina	<u>Aye</u>
Rudy Garza	<u>Aye</u>	Everett Roy	<u>Aye</u>
Paulette Guajardo	<u>Aye</u>	Lucy Rubio	<u>Aye</u>
Michael Hunter	<u>Aye</u>	Greg Smith	<u>Aye</u>
Debbie Lindsey-Opel	<u>Aye</u>		

PASSED AND APPROVED on this the 19th day of June, 2018.

ATTEST:

Rebecca Huerta

Rebecca Huerta
City Secretary

Joe McComb
Joe McComb
Mayor

EFFECTIVE DATE

6/25/18

031455

**CITY OF CORPUS CHRISTI
CERTIFICATION OF FUNDS
(City Charter Article IV, Sections 7 & 8)**

I, the Director of Financial Services of the City of Corpus Christi, Texas (or his/her duly authorized representative), hereby certify to the City Council and other appropriate officers that the money required for the **current fiscal year's portion** of the contract, agreement, obligation or expenditure described below is in the Treasury to the credit of the Fund specified below, from which it is to be drawn, and has not been appropriated for any other purpose. **Future payments are subject to annual appropriation by the City Council.**

City Council Action Date:

June 19, 2018

Legistar Number: 18-0536

Agenda Item:

Ordinance amending the Corpus Christi Code to establish Flood Hazard Mitigation Information Committee.

Amount Required: (Amount to be Certified) \$ 6,000.00

Fund Name	Accounting Unit	Account No.	Activity No.	Amount
Development Services	4670-11300-281	530000		\$6,000.00
Total				\$6,000.00

Certification Not Required

Constance A. Sanchez

Director of Financial Services

Date: **JUN 12 2018**

FLOOD HAZARD MITIGATION INFORMATION COMMITTEE

Applicants

Name	District	Category
Shelia L Downs	District 4	Regular Member, and Insurance Industry
Mark Silva	District 5	Regular Member, and Insurance Industry
Karlton Williams	District 4	Regular Member, and Insurance Industry
Yvette Dodd	Staff	Community's Floodplain Management Office
Tracey Cantu	Staff	Community's Public Information Office

Application for a City Board, Commission, Committee or Corporation

Profile

Shelia	L	Downs
<small>First Name</small>	<small>Middle Initial</small>	<small>Last Name</small>

insurance@staradvanins.com
Email Address

15201 S Padre Island Dr #140
Street Address

Corpus Christi	TX	78418
<small>City</small>	<small>State</small>	<small>Postal Code</small>

What district do you live in? *

District 4

Current resident of the city?

Yes No

If yes, how many years?

53

Business: (361) 949-0333	Mobile: (361) 331-0618
<small>Primary Phone</small>	<small>Alternate Phone</small>

Star Advantage Insurance Agency	President/Owner
<small>Employer</small>	<small>Job Title</small>

Work Address - Street Address and Suite Number

15201 S Padre Island Dr #140

Work Address - City

Corpus Christi

Work Address - State

TX

Work Address - Zip Code

78418

Work Phone

361-949-0333

Work E-mail address

insurance@staradvanins.com

Preferred Mailing Address

Work Address

Which Boards would you like to apply for?

FLOOD HAZARD MITIGATION INFORMATION 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

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

Interested in assisting the City with Flood issues

[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.

none

Board-specific questions (if applicable)

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? *

Insurance Industry

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

Shelia Downs

15201 S Padre Island Dr #140 Corpus Christi TX 78418

Home: 361-949-0333

insurance@staradvanins.com

Summary

Experienced Insurance Agent with over 27 years of experience in the insurance industry. Excellent reputation for knowledge of insurance products including Flood.

Skills

- Relationship development
- Sales expertise
- Active Property and Casualty Insurance License with the Texas Department of Insurance
- Building strong relationships
- In-depth knowledge of markets and relationships

Experience

Star Advantage Insurance Agency

September 2005 to Current

President/Owner

Corpus Christi, TX

- Protected company reputation and built loyal client base by working relentlessly to resolve problems and improve customer satisfaction
- Delivered an exceptional level of service to each customer by listening to concerns and answering questions
- Hired and supervised all employees
- Drove business success by maintaining and applying knowledge on products sold

Brooke Insurance Agency

March 2003 to September 2005

Insurance Agent

Corpus Christi, TX

- Skillfully and patiently explained coverage options to potential policyholders, answering any questions or concerns
- Reviewed coverage plans and strategic initiatives, determining how best to align new offerings with business goals
- Received underwriting approvals after accurately completing applications for insurance coverage

- Reviewed insurance inquiries, working effectively to accommodate various requests to build the agency's reputation as a service provider
- Increased company profits by exceeding individual daily goals

Allstate Insurance

September 2005 to March 2003

Insurance Producer

Corpus Christi, TX

- Wrote policies, finalized documents and filed paperwork
- Offered information about policy and coverage details
- Explained features, advantages and disadvantages of various policies to promote sale of insurance plans
- Consulted with customers to assess needs and match products
- Upheld all compliance standards for insurance sales
- Engaged customers and provided high level of service by carefully explaining details about documents
- Skillfully and patiently explained coverage options to potential policyholders, answering any questions or concerns

Education

Flour Bluff High School

High School Diploma

Corpus Christi, TX

Del Mar College

Banking and Finance Support Services

Corpus Christi, TX

Work Phone

361-992-3341

Work E-mail address

mark@marksilvaininsurance.com

Preferred Mailing Address

Work Address

Which Boards would you like to apply for?

FLOOD HAZARD MITIGATION INFORMATION 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)

Insurance Professional

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

Flood Hazzard Mitigation Committee

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

My office is in contact with the City Flood Management team often. I am always looking for new ways to keep our community safe and protected from the unexpected.

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.

N/A

Board-specific questions (if applicable)

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Insurance Industry

Verification

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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

Karlton

First Name

Williams

Last Name

[REDACTED]
Email Address

7201 Sparkle Sea Dr.

Street Address

Apt. 4

Suite or Apt

Corpus Christi

City

TX

State

78412

Postal Code

What district do you live in? *

District 4

Current resident of the city?

Yes No

Mobile: (512) 368-0888

Primary Phone

Business: (361) 991-1683

Alternate Phone

Farmers Insurance

Employer

Insurance Agent

Job Title

Work Address - Street Address and Suite Number

5110 holly Rd.

Work Address - City

Corpus Christi

Work Address - State

Texas

Work Address - Zip Code

78411

Work Phone

361-991-1683

Work E-mail address

Commercial@bernseninsurance.com

Which Boards would you like to apply for?

FLOOD HAZARD MITIGATION INFORMATION 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)

Associates in General Insurance from Insurance Institute of America

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

service to the community

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

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?

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n/a

Board-specific questions (if applicable)

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Oath

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

I Agree