

**CITY OF SAN ANTONIO  
OFFICE OF THE CITY CLERK  
GOVERNANCE CITY COUNCIL COMMITTEE**

TO: Mayor Ron Nirenberg, Chair  
Councilmember Roberto C. Treviño  
Councilmember Rebecca J. Viagran  
Councilmember Rey Saldaña  
Councilmember Ana E. Sandoval

FROM: Leticia M. Vacek, City Clerk, TRMC/CMC/MMC 

SUBJECT: Consideration of At-Large Appointments to the Planning Commission (9 Applicants)

DATE: January 17, 2018

**SUMMARY:**

On December 14, 2017 the Planning Commission City Council Subcommittee convened to review an unprecedented over 60 applications and to recommend nine (9) applicants to the Governance City Council Committee for interviews to fill four (4) available slots. The following applications were recommended:

<i><b>First Name</b></i>	<i><b>MI</b></i>	<i><b>Last Name</b></i>	<i><b>District</b></i>	<i><b>New or Reappt.</b></i>	<i><b>Employer</b></i>
Michael	A.	Garcia, Jr.	8	Reappointment	Retired from Air Force
Casey	J.	Whittington	10	Reappointment	The Whittington Group
Sarah	M.	Olivarez	1	New	Innove, LLC
Paola	S.	Fernandez	2	New	ArchComm
Mycheryl		Russ	2	New	Accenture Federal Services
Alvaro	R.	Arreola, Jr.	3	New	South San Antonio Chamber of Commerce
Jessica		Brunson	3	New	Charokee Nation Businesses
Louis		Boffa	5	New	Retired
Coda	E.	Rayo-Garza	7	New	P16Plus Council of Greater Bexar County

**BACKGROUND INFORMATION:**

Mayor Ron Nirenberg formed the Planning Commission Subcommittee to address the unusually high number of Planning Commission applications received by the Office of the City Clerk. He asked the City Clerk to staff the Subcommittee and facilitate the selection process. The Subcommittee terminates upon submission of the nine (9) recommended applications to the Governance Committee.

Each Governance Committee member will be permitted (but not required) to add one applicant to the list of interviewees, if not previously recommended by the Subcommittee. There are currently four (4) slots available with terms of office to expire October 6, 2019. Two (2) applicants are seeking reappointment.

**ISSUE:**

Board Appointments require full City Council approval.

**FISCAL IMPACT:**

There is no fiscal impact.

**RECOMMENDATION:**

The City Clerk recommends proceeding with the Planning Commission Subcommittee's recommendation of their nine (9) recommended applications being herewith submitted to the Governance City Council Committee for their review.

Once reviewed at the Governance City Council Committee; and taking into account the possible addition of applicants; the City Clerk recommends that interviews be scheduled at the February Governance City Council Committee Meeting.

**City of San Antonio Boards and Commissions**

1/4/2018 1:54:18PM

**Planning Commission**

The Planning Commission is comprised of nine (9) members appointed by the City Council for staggered two-year terms. Members must reside in the City of San Antonio. Members receive compensation of \$20.00 per meeting, not to exceed \$1,040 per annum.

The Commission advises the City Council on the Master Plan for the physical development of San Antonio. The Commission also provides recommendations on capital improvements, and administers regulations on subdivisions and platting, to include the Extra-Territorial Jurisdiction.

Meetings are held twice a month on the second and fourth Wednesdays at 2:00 PM at the Cliff Morton Development and Business Services Center, 1901 South Alamo, 1st Floor. Meeting duration is usually four to five hours. For more information, please go to <http://www.sanantonio.gov/dsd/planningcommission.asp>

Term: Two Year Staggered Term

Term Limit:

Liaison: Veronica Hernandez (210) 207-7720

Name	Representing	Date Appointed	Date Reappointed	Date 2nd Reappointed	Date Expires
<b>Kacy Cigarroa</b>	At Large	Dec 01, 2016			Oct 06, 2018
<b>Christopher C. Garcia</b>	At Large	Dec 01, 2016			Oct 06, 2018
<b>Michael A. Garcia Jr.</b>	At Large	Nov 21, 2013	Nov 12, 2015		Oct 06, 2017
<b>June R. Kachtik</b>	At Large	Dec 01, 2016			Oct 08, 2018
<b>Marcello D. Martinez</b>	At Large	Nov 15, 2012	Nov 21, 2013	Nov 12, 2015	Oct 06, 2017
<b>Andrew M. Ozuna</b>	At Large	Dec 01, 2016			Oct 06, 2018
<b>George W. Peck</b>	At Large	Oct 13, 2012	Oct 30, 2014	Dec 01, 2016	Oct 06, 2018
<b>Jody R. Sherrill</b>	At Large	Oct 29, 2009	Nov 03, 2011	Nov 12, 2015	Oct 06, 2017
<b>Casey J. Whittington</b>	At Large	Dec 01, 2016			Oct 06, 2017
<b>Mary E. Rogers (Ex-Officio)</b> Ex-Officio - Zoning Board of Adjustment Chair	Other	Jan 27, 2005	Mar 16, 2006	Dec 07, 2017	May 31, 2019
<b>Francine S. Romero (Ex-Officio)</b> Ex-officio - Zoning Commission Chair	Other	Aug 01, 2013	Jun 18, 2015	Oct 05, 2017	May 31, 2019
<b>Rey Saldaña (Ex-Officio)</b> Ex-Officio	Other	Nov 03, 2011	Jun 01, 2017		May 31, 2019
<b>Sheryl Sculley (Ex-Officio)</b> Ex-Officio	Other	Jun 01, 2013	Jun 01, 2017		May 31, 2019

NAME OF BOARD/COMMISSION: Planning Commission

REPORTING PERIOD: July 1, 2017 - December 31, 2017

MEMBER'S NAME	Representing District or At-Large	Total # of Meetings	# of Meetings Attended	% of Meetings Attended	District	Meeting Dates
George W. Peck	At Large	10	10	100.0%	7	7/12/17, 7/26/17, 8/9/17, 8/23/17, 9/13/17, 9/27/17, 10/11/17, 10/25/17, 11/13/17, 12/13/17
Marcello Martinez	At Large	10	9	90.0%	3	7/12/17, 7/26/17, 8/23/17, 9/13/17, 9/27/17, 10/11/17, 10/25/17, 11/13/17, 12/13/17
Michael Garcia	At Large	10	10	100.0%	8	7/12/17, 7/26/17, 8/9/17, 8/23/17, 9/13/17, 9/27/17, 10/11/17, 10/25/17, 11/13/17, 12/13/17
Jody Sherrill	At Large	10	9	90.0%	8	7/26/17, 8/9/17, 8/23/17, 9/13/17, 9/27/17, 10/11/17, 10/25/17, 11/13/17, 12/13/17
Christopher Garcia	At Large	10	7	70.0%	8	7/12/17, 7/26/17, 8/9/17, 10/11/17, 10/25/17, 11/13/17, 12/13/17
Casey Whittington	At Large	10	10	100.0%	10	7/12/17, 7/26/17, 8/9/17, 8/23/17, 9/13/17, 9/27/17, 10/11/17, 10/25/17, 11/13/17, 12/13/17
June Kachtik	At Large	10	10	100.0%	8	7/12/17, 7/26/17, 8/9/17, 8/23/17, 9/13/17, 9/27/17, 10/11/17, 10/25/17, 11/13/17, 12/13/17
Kacy Cigarroa	At Large	10	9	90.0%	10	7/12/17, 7/26/17, 8/9/17, 8/23/17, 9/13/17, 9/27/17, 10/11/17, 10/25/17, 11/13/17
Andrew Ozuna	At Large	10	10	100.0%	8	7/12/17, 7/26/17, 8/9/17, 8/23/17, 9/13/17, 9/27/17, 10/11/17, 10/25/17, 11/13/17, 12/13/17

Submitted by: Veronica Hernandez  
 Department: DSD  
 Telephone: 210-207-7720

<b>Planning Commission At Large</b>	<b>Application No: No: 20171009111737_6267</b>
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	Mr.
Last Name	Arreola
First Name	Alvaro
Middle Name	R.
Suffix	Jr.
Preferred Name	Al
Gender:	Male
Ethnicity:	Hispanic
Title	CEO
Address Type?	Residence
Address	
City	San Antonio
State	TX
Zip	
Phone Type?	Cell
Phone number	
Phone 2 Type?	Business
Phone 2 number	
eMail	
Employer	South San Antonio Chamber of Commerce
Job Title	CEO

Occupation	Non-Profit Management
Board/Commission/Committee Name	Planning Commission~At Large~~04
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district, do you meet those residency requirements?	Yes
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	06
In which City Council District do you reside?	03
How many years have you lived in the City Council District where you reside?	01
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract(s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract(s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any financial interest, direct or indirect, in any sale to the City of any land, materials, supplies, or service?	No

Will you or any of your immediate family members of any businesses that you or they own seek or take part, either directly or indirectly, in any sale of land, materials, supplies, or service to the City in the foreseeable future?	No
Does your employer or an employer of your immediate family members have a contract with the City?	No
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	No
Do you currently serve in any elected or appointed public government office?	No
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	Yes
Give the title and dates of any position which you have held in such organization:	San Antonio Mobility Coalition - Vice Chair 2018
Do you receive any compensation for service on this entity(ies)?	No
Do you intend to seek election or appointment to any public office or board or commission in the foreseeable future?	No
Have you ever been hired for a position with the City of San Antonio?	No
Have you had any convictions of criminal offenses other than parking or traffic tickets?	No

Describe your Educational history.	University of Texas at San Antonio Fall 2005-Spring 2007 24 hours completed Masters in Public Administration Texas A and M University at Corpus Christi Fall 2000-Fall 2003 Bachelor of Arts - Political Science with minor in Business Administration
Describe your Professional History & Certification designations (Current and historical).	Experience South San Antonio Chamber of Commerce San Antonio, TX President/CEO June 2014 to present -In 2016, named 40 Under 40 by the San Antonio Business Journal. Del Rio Chamber of Commerce Del Rio, TX Executive Director June 2010 to Feb 2014 Barn Storm Strategies San Antonio, TX Principal December 2009 to June 2010 Houstonians for Responsible Growth, Inc. Houston, TX Program Director February 2008 to December 2009 TRS Inc. San Antonio, TX and Corpus Christi, TX Lease Manager March 2004 to January 2005 and April 2007 to January 2008 State Representative Joaquin Castro San Antonio, TX Campaign Manager/ Political Advisor July 2006 to April 2007



Describe your Volunteer Experience & Community Service	Middle Rio Grande Texas Workforce Commission, Director International Good Neighbor Council, Board Member Fiesta De Amistad Parade (Del Rio, TX), Chairman San Felipe Lions Club, Member Del Rio Boys and Girls Club, Basketball Coach Del Rio High School Summer Graduation, Keynote Speaker Communities In Schools High School Mentor New Leaders Council, Board Member TAMUCC Alumni Assoc SA Chapter President San Antonio Mobility Coalition Board Secretary San Antonio Water System Advisory Board San Antonio Express News Advisory Board
Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:	I am seeking this appointment because I think my professional and civic experiences will be applicable for this position. I believe it is important to have balanced leadership that represents pragmatic and practical approaches to government.
APPLICATION SIGN-OFF	
As a board, commission, or committee member, you will be asked to adhere to: Code of Ordinances, City of San Antonio, Part II, Chapter 2, Article IX, Sec.2-534. All board and commission	

members must file a Financial Disclosure Report with the Office of the City Clerk upon appointment, and annually thereafter, throughout the member's term. Failure to file a Financial Disclosure Report within the time required by the City's Ethics Code will be considered an automatic removal.	
I understand that if any member of the public makes a request for information included in this Application for Appointment, most of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public Information Act. I understand that it may not be legally possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public Information Act or any other law requiring its release.	Acknowledged
I recognize that I am an applicant for Planning Commission~At Large~&nbsp;~04, as a City of San Antonio board or commission that is more than advisory in nature. As a city officer, I understand that I, my immediate family members, and any	Acknowledged

business in which I and/or they hold a 10% or greater ownership interest will be prohibited from seeking or accepting contracts with the city for the duration of my service on this board. I further understand that this restriction will extend with regard to many types of discretionary contracts for a period of one year after leaving city service.	
OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.	Acknowledged
Enter Your Name	Al Arreola Jr.
Date of submission.	10/9/2017
The Texas Public Information Act provides that each government official may choose whether to allow the public access to the information in the custody of the City that contains your home address, home telephone number, or reveals whether you have family members. Please note that this does not apply to business addresses, which are subject to public disclosure. If an open records request is filed requesting to view or obtain records that contain your personal information, the City will take steps to protect your personal information as authorized by the Texas Public Information Act, but	

only if you have elected to protect personal information.	
I want the public to have access to my Home Address.	Yes
I want the public to have access to my Home Telephone Number.	Yes
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	Yes
I want the public to have access to my Family Information.	Yes
Please attach any additional information, such as a current resume, using the Attachments panel at the bottom of this page.	

<b>Planning Commission At Large</b>	<b>Application No: No: 20171011160034_6283</b>
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	MR.
Last Name	Boffa
First Name	Louis
Middle Name	
Suffix	
Preferred Name	Adam Flores-Boffa
Gender:	Male
Ethnicity:	Hispanic
Title	
Address Type?	Residence
Address	
City	San Antonio
State	TX
Zip	
Phone Type?	Cell
Phone number	
Phone 2 Type?	
Phone 2 number	
eMail	
Employer	
Job Title	
Occupation	

Board/Commission/Committee Name	Planning Commission~At Large~~04
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district, do you meet those residency requirements?	Yes
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	35
In which City Council District do you reside?	05
How many years have you lived in the City Council District where you reside?	02
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract(s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract(s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any financial interest, direct or indirect,	No

in any sale to the City of any land, materials, supplies, or service?	
Will you or any of your immediate family members of any businesses that you or they own seek or take part, either directly or indirectly, in any sale of land, materials, supplies, or service to the City in the foreseeable future?	No
Does your employer or an employer of your immediate family members have a contract with the City?	No
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	No
Do you currently serve in any elected or appointed public government office?	No
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	No
Do you intend to seek election or appointment to any public office or board or commission in the foreseeable future?	No
Have you ever been hired for a position with the City of San Antonio?	No
	Yes

Have you had any convictions of criminal offenses other than parking or traffic tickets?	
If yes, please explain the nature of these convictions.	DUI, 2002
Describe your Educational history.	University of Texas at San Antonio, 2008, BA political science.
Describe your Professional History & Certification designations (Current and historical).	Resume attached.
Describe your Volunteer Experience & Community Service	Resume attached.
Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:	<p>Public service has always been extremely important to me. So much so, that is what I decided to study in college. I spent the first part of my career working for elected officials, both here and in San Antonio and in DC.</p> <p>Unfortunately, an injury cut short my ability to work. Backing away from my work was one of the most difficult decisions I've ever made. I want to continue to work for the better of my community. San Antonio has been my home for most of my life. I want to use my experience and abilities to help San Antonio continue to grow and be a great place to work, live and play.</p>
APPLICATION SIGN-OFF	
As a board, commission, or committee member, you will be	



asked to adhere to: Code of Ordinances, City of San Antonio, Part II, Chapter 2, Article IX, Sec.2-534. All board and commission members must file a Financial Disclosure Report with the Office of the City Clerk upon appointment, and annually thereafter, throughout the member's term. Failure to file a Financial Disclosure Report within the time required by the City's Ethics Code will be considered an automatic removal.

I understand that if any member of the public makes a request for information included in this Application for Appointment, most of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public Information Act. I understand that it may not be legally possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public

Acknowledged

Information Act or any other law requiring its release.	
I recognize that I am an applicant for Planning Commission~At Large~&nbsp;~04, as a City of San Antonio board or commission that is more than advisory in nature. As a city officer, I understand that I, my immediate family members, and any business in which I and/or they hold a 10% or greater ownership interest will be prohibited from seeking or accepting contracts with the city for the duration of my service on this board. I further understand that this restriction will extend with regard to many types of discretionary contracts for a period of one year after leaving city service.	Acknowledged
OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.	Acknowledged
Enter Your Name	L. Adam Boffa
Date of submission.	10/11/2017
The Texas Public Information Act provides that each government official may choose whether to allow the public access to the information in the custody of the	

City that contains your home address, home telephone number, or reveals whether you have family members. Please note that this does not apply to business addresses, which are subject to public disclosure. If an open records request is filed requesting to view or obtain records that contain your personal information, the City will take steps to protect your personal information as authorized by the Texas Public Information Act, but only if you have elected to protect personal information.	
I want the public to have access to my Home Address.	No
I want the public to have access to my Home Telephone Number.	Yes
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	No
I want the public to have access to my Family Information.	No
Please attach any additional information, such as a current resume, using the Attachments panel at the bottom of this page.	

## **Adam Flores Boffa**

### **Summary of Qualifications**

- Extensive background in casework, public affairs and community engagement.
- Significant experience working with individuals and groups to build community relationships.
- Mastery of all Apple's products including iMac, iPhone, iPad and AppleTV
- Significant experience in quick problem-solving under stressful conditions

### **PROFESSIONAL EXPERIENCE**

#### **Constituent Services Representative**

**Office of Congressman Joaquin Castro**

**San Antonio, TX**

November 2013-January 2015

- Works to assist constituents interact with federal government agencies.
- Acts as liaison between federal, state, city, and county governments and elected officials on constituent's behalf.
- Plans and executes nationally recognized community wide events.
- Assists in implementing short and long term projects including communication strategies, research projects and community outreach plans.

#### **Special Assistant**

**Office of Congressman Charles A. Gonzalez**

**Washington, DC**

June 2012-December 2012

- Performed research and correspondence for Member of Congress on key areas of public policy
- Coordinated and organized tours of United States Capitol
- Prepared press releases for traditional media and social network outlets.
- Facilitated communication between federal, state, county and city governments.
- Drafted and prepared correspondence for use by Member of Congress.

#### **Constituent Services Representative**

**Office of Congressman Charles A. Gonzalez**

**San Antonio, TX**

May 2008-June 2012

- Acted as liaison between constituents and federal agencies to assist in resolving constituent issues.
- Assisted over 300 constituents to resolve issues with wide variety of federal agencies.
- Explained governmental policy to constituents and community groups.
- Organized outreach events, bringing together individuals, federal agencies, and community groups.

**Operations Manager****Alamo Music Center**

October 2003 - May 2008

- Successfully designed and implemented restructure of service department to include band and orchestra department.
- Responsible for training and scheduling of support staff.
- Coordinated transportation and fulfillment between a multi-store retail outlet.

**COMMUNITY INVOLVEMENT**

- 2014, Equality Texas, Co-Chair Spirit of Equality 15 Annual Brunch. Organized fund raiser attended by 200 individuals. Duties included volunteer management, procuring cooperative sponsorships and donor relations.
- 2013, San Antonio Food Bank, Volunteer for nationwide Hunger in America study. Duties include implementation of 100 individual site selections to conduct study to ensure adequate funding for the organization's 53,000 clients.
- 2010, Gonzalez for Congress Campaign, Grassroots coordinator and fundraiser.
- 2008, San Antonio Hispanic Chamber of Commerce - Alexander E. Briseño Leadership Development Program graduate
- 2007-2008, Human Rights Campaign National Board of Governors. Served as local leader during time of strategic change in the organization at the state and local levels.
- 2006 & 2007, Human Rights Campaign Gala Dinner Co-Chair. Led team of volunteers earning \$50,000 and \$56,000 respectively, the highest dollar amount and the lowest cost of event to date.

**EDUCATION**

Bachelor of Arts in Political Science, 2008  
The University of Texas at San Antonio

San Antonio, TX

**SKILLS**

- Excellent ability to listen, empathize and problem solve
- Excellent event planning, execution and management skills.
- Proficient in all iWork programs including Pages, Numbers and Keynote.
- Proficient in conversational Spanish

<b>Planning Commission At Large</b>	<b>Application No: No: 20170810150413_5870</b>
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	Ms.
Last Name	Brunson
First Name	Jessica
Middle Name	
Suffix	
Preferred Name	Jess
Gender:	Female
Ethnicity:	African American
Title	
Address Type?	Residence
Address	
City	
State	TX
Zip	
Phone Type?	Cell
Phone number	
Phone 2 Type?	
Phone 2 number	
eMail	
Employer	
Job Title	Planner/Data Analyst
Occupation	Designer/Planner

Board/Commission/Committee Name	Planning Commission~At Large~~04
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district, do you meet those residency requirements?	Yes
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	03
In which City Council District do you reside?	03
How many years have you lived in the City Council District where you reside?	00
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract(s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract(s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any financial interest, direct or indirect,	No

in any sale to the City of any land, materials, supplies, or service?	
Will you or any of your immediate family members of any businesses that you or they own seek or take part, either directly or indirectly, in any sale of land, materials, supplies, or service to the City in the foreseeable future?	No
Does your employer or an employer of your immediate family members have a contract with the City?	No
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	No
Do you currently serve in any elected or appointed public government office?	No
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	No
Do you intend to seek election or appointment to any public office or board or commission in the foreseeable future?	No
Have you ever been hired for a position with the City of San Antonio?	No
	No



Have you had any convictions of criminal offenses other than parking or traffic tickets?	
Describe your Educational history.	Urban Policy and Planning, Public Administration, Architectural Design Bachelors form Virginia Tech Russian language
Describe your Professional History & Certification designations (Current and historical).	Urban Planner, CAD designer for residences and transportation, economic analyst, sustainable environment designer, bicycle community ride organizer, neighborhood infrastructure organizer, urban farm designer, data analyst
Describe your Volunteer Experience & Community Service	Community cyclist leader, urban planning charrette organizer, city farming advocate
Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:	Bringing and knowing what people want and need is important as an investor in San Antonio. Not speaking monetarily, but person to person, people are the reason we develop, create and push for a better future. There is a clear long standing tradition about SATX that should be kept and recognized. That fact that people love to stay and be ambitious or be proud of their part of town is impressive. Residents should be rewarded for honoring their city and and keeping what they have theirs. I want to help in showcasing activities,

	development, and progress for what residents of SA deserve. If asked if we all contributed to a change, I want it to be a yes on my part. SA has welcomed me and allowed me to grow in many facets and plan to get others aware about topics, finances, possibilities , and influences that can keep SA a growing city. A city that deserves to grow and shown that it matters that what we are building will contribute directly to how we preserve and invest as a community.
APPLICATION SIGN-OFF	
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I understand that if any member of the public makes a request for information included in this Application for Appointment, most	Acknowledged

of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public Information Act. I understand that it may not be legally possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public Information Act or any other law requiring its release.

I recognize that I am an applicant for Planning Commission~At Large~&nbsp;~04, as a City of San Antonio board or commission that is more than advisory in nature. As a city officer, I understand that I, my immediate family members, and any business in which I and/or they hold a 10% or greater ownership interest will be prohibited from seeking or accepting contracts with the city for the duration of my service on this board. I further understand that this restriction will extend with regard to many types of discretionary

Acknowledged

contracts for a period of one year after leaving city service.	
OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.	Acknowledged
Enter Your Name	Jessica Brunson
Date of submission.	8/10/2017
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I want the public to have access to my Home Address.	No
	No

I want the public to have access to my Home Telephone Number.	
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	No
I want the public to have access to my Family Information.	No
Please attach any additional information, such as a current resume, using the Attachments panel at the bottom of this page.	

EDUCATION	<p><b>Bachelor of Arts in Urban Policy and Planning</b>, May 2014 Virginia Tech, Blacksburg, Virginia <b>Concentration:</b> Sustainability, Economic Development, Infrastructure and Community Architectural Design <b>Minor: Russian Language and Literature</b></p>
COMPUTER SKILLS	<p>Oracle Business Intelligence, Microsoft Word, Excel, PowerPoint, Outlook, Adobe Photoshop, Social Media Platforms, Poll Everywhere (Interactive surveying), AutoCAD, Geospatial Information Systems (GIS), Google Sketchup, Illustrator, SMS programs BUILDER and PAVER (military)</p>
DESIGN SKILLS	<p>Sketching, photography, photographic manipulation, architectural drafting, landscape architecture, community planning, economic development, sustainable environmental design</p>
TRAVEL ABROAD EXPERIENCE	<p><b>Moscow and St. Petersburg, Russia, Winter 2000- 2003, 2007</b></p> <ul style="list-style-type: none"> <li>• Interpreting Russian and experiencing historical sites</li> <li>• Studied architecture and language through photography and sketching</li> </ul> <p><b>Switzerland and Norwegian Islands, 2001-2003</b></p> <ul style="list-style-type: none"> <li>• Studying history and culture through Russian history and language</li> <li>• Studied environmentalism and community practices</li> </ul> <p><b>Dubai and Abu Dhabi, Parsons Transportation, 2011</b></p> <ul style="list-style-type: none"> <li>• Liason for travel and transportation sustainability and design in Middle East</li> <li>• Environmentalist and culture business development coordinator</li> </ul> <p><b>Bogota, Colombia, 2016</b></p> <ul style="list-style-type: none"> <li>• Documenting for wedding events and outdoors activities</li> <li>• Authored travel blog on affordability and alternative lodging</li> </ul>
PROFESSIONAL EXPERIENCE	<p><b>Cherokee Nation Businesses</b>, Data Analyst/GIS, Lackland AFB, San Antonio, TX January 2015- Present</p> <ul style="list-style-type: none"> <li>• Networked and organized business relationships and conferences for professionalism and technology</li> <li>• Monitor online communication on Air Force Portal and updates for technology</li> <li>• Analyzing financial and pattern data for vertical structures and IT programs for Air Force Civil Engineering Center (AFCEC)</li> <li>• Operating data tasks to align with efficient information systems</li> <li>• Implemented and researched efficient work systems for SMS and geospatial technologies</li> <li>• Managing GIS mapping data for AFCEC base projects</li> </ul> <p><b>Tomboys &amp; Mimosas</b>, Owner of Adventure blog/Event Creator, August 2015-Present</p> <ul style="list-style-type: none"> <li>• Organized and plan social community events for local and traveling areas</li> <li>• Author blog with community biographies, social encounters, athletic and travel events, photographic images of community events</li> <li>• Head social athletic events for community to raise active public awareness</li> <li>• Create social context to support various events for all ages around the city to promote participation and economic development for city</li> <li>• Travel with affordable plans to produce adventure plans for families,</li> </ul>

	<p>businesses, and groups</p> <p><b>Nelson\Nygaard Consulting Associates</b>, Transportation Design and Planning/Community liaison, Washington, DC, November 2012-July 2013</p> <ul style="list-style-type: none"> <li>• Managed input data for thousands of community stakeholders and public meetings in Washington, DC</li> <li>• Researching transportation planning methods for various city operations</li> <li>• Designed best transportation uses for modules and prepare public forums for community</li> <li>• Created animated transportation drawings and transit plan options for proposals</li> <li>• Social media manager: Organized and monitored social media contact, accounts, and meetings with public</li> </ul> <p><b>Parsons</b>, Sustainability Researcher, Washington, D.C., May 2012-October 2012</p> <ul style="list-style-type: none"> <li>• Planned partnerships for corporate networking by creating spreadsheet catalog for environmental companies and sustainable workshops</li> <li>• Researched and compiled sustainable, renewable and environmental resources and companies for possible partnerships and resources</li> <li>• Created technical documents and drawings for LaGuardia Airport's sustainable research for comparisons on renewable technologies to gain multi-million grant</li> <li>• Produced highway corridor environmental impact statements to improve I-66 (VA) sustainability analysis, and public documentation</li> </ul>	
<b>OTHER EXPERIENCE</b>	<p><b>Sterling Learning Center</b>, Long Term Substitute, San Antonio, TX, Nov 2014 –January 2015</p> <ul style="list-style-type: none"> <li>• Taught lessons in: Business Preparation, History, Algebra, and English</li> <li>• Prepared study lessons and presentations for community of students</li> <li>• Organized performance quotas and classroom activities</li> </ul> <p><b>Child Development Center of Arlington</b>, Art &amp; Reading Teacher, Arlington, VA, May 2011-Present</p> <ul style="list-style-type: none"> <li>• Conditioned children to learn how to read and analyze books</li> <li>• Prepared lessons for artistic expression by encompassing motor skills and understanding of narratives into active lessons</li> </ul> <p><b>Partners in Performance</b>, Research Intern, Blacksburg, VA, October 2013-May 2014</p> <ul style="list-style-type: none"> <li>• Research leadership facilitation information and references for effective leadership workshops and conferences with public and private clients</li> <li>• Edit and create presentation materials for facilitation sessions</li> </ul>	
<b>PROFESSIONAL ORGANIZATIONS &amp; AWARDS</b>	<p>American Planning Association Sustainability Award Recipient from Urban League, Washington, DC 2013 American Institute of Architects National Organization of Minority Architects Order of the Gavel Inductee at Virginia Tech, 2008 Vice Chair of Commission of Student Affairs , 2008</p>	

<b>Planning Commission At Large</b>	<b>Application No: No: 20170731085954_4979</b>
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	Ms
Last Name	FERNANDEZ
First Name	PAOLA
Middle	SOFIA
Suffix	
Preferred Name	PAOLA
Gender:	Female
Ethnicity:	Hispanic
Title	
Address Type?	Residence
Address	
City	San Antonio
State	TX
Zip	
Phone Type?	Cell
Phone number	
Phone 2 Type?	
Phone 2 number	
eMail	
Employer	ArchComm
Job Title	Architectural Drafter
Occupation	Architecture



Board/Commission/Committee Name	Planning Commission~At Large~~04
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district, do you meet those residency requirements?	Yes
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	08
In which City Council District do you reside?	02
How many years have you lived in the City Council District where you reside?	01
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract(s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract (s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any financial interest, direct or indirect,	No

in any sale to the City of any land, materials, supplies, or service?	
Will you or any of your immediate family members of any businesses that you or they own seek or take part, either directly or indirectly, in any sale of land, materials, supplies, or service to the City in the foreseeable future?	No
Does your employer or an employer of your immediate family members have a contract with the City?	No
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	No
Do you currently serve in any elected or appointed public government office?	No
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	No
Do you intend to seek election or appointment to any public office or board or commission in the foreseeable future?	No
Have you ever been hired for a position with the City of San Antonio?	No
Have you had any convictions of criminal offenses other than parking or traffic tickets?	Yes

If yes, please explain the nature of these convictions.	Traffic Ticket-Speeding Traffic Ticket-Driving with expired license plate Traffic Ticket-Driving expired insurance
Describe your Educational history.	Batchelor of Science in Architecture
Describe your Professional History & Certification designations (Current and historical).	Architectural Drafter at Archcomm (2014-present) Analyze and Coordinate with Architects, Engineers and Surveyors to obtain zoning approval for design development. Prepare construction documents and renderings for site specic design, complying with RF design requirements and jurisdiction zoning ordinances. Design Architectural enclosures for telecommunication equipment in accordance with clients desire and priorities. Architectural Intern at AG Associate Architects (2013-2014) Design schematics specialized in space planning and site planning. Developed renderings and construction documents of residential and commercial projects. Designed website for the rm, and managed social media presence. Architectural Intern at CADS Construction (2013-2014) Collaborate directly with principals in architectural design process

	from conceptual design to project completion. Production of construction documents and architectural details for residential single- family projects. Appraise, coordinate, and schedule suppliers while supervising construction site.
Describe your Volunteer Experience & Community Service	Habitat for Humanity Volunteer AIA Homes Tour Volunteer
Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:	I am seeking to serve in a board of commissions to shape my community, an have and advisory role with my professional experience. I have a true passion to see my city be successful, efficient and a integrated urban fabric by understanding the communities need and providing solutions for them.
APPLICATION SIGN-OFF	
As a board, commission, or committee member, you will be asked to adhere to: Code of Ordinances, City of San Antonio, Part II, Chapter 2, Article IX, Sec.2-534. All board and commission members must file a Financial Disclosure Report with the Office of the City Clerk upon appointment, and annually thereafter, throughout the member's term. Failure to file a Financial Disclosure Report within the time required by	

the City's Ethics Code will be considered an automatic removal.	
I understand that if any member of the public makes a request for information included in this Application for Appointment, most of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public Information Act. I understand that it may not be legally possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public Information Act or any other law requiring its release.	Acknowledged
I recognize that I am an applicant for Planning Commission~At Large~&nbsp;~04, as a City of San Antonio board or commission that is more than advisory in nature. As a city officer, I understand that I, my immediate family members, and any business in which I and/or they hold a 10% or greater ownership interest will be prohibited from seeking or accepting contracts with the city for	Acknowledged

the duration of my service on this board. I further understand that this restriction will extend with regard to many types of discretionary contracts for a period of one year after leaving city service.	
OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.	Acknowledged
Enter Your Name	PAOLA SOFIA FERNANDEZ
Date of submission.	7/31/2017
The Texas Public Information Act provides that each government official may choose whether to allow the public access to the information in the custody of the City that contains your home address, home telephone number, or reveals whether you have family members. Please note that this does not apply to business addresses, which are subject to public disclosure. If an open records request is filed requesting to view or obtain records that contain your personal information, the City will take steps to protect your personal information as authorized by the Texas Public Information Act, but only if you have elected to protect personal information.	

I want the public to have access to my Home Address.	No
I want the public to have access to my Home Telephone Number.	No
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	No
I want the public to have access to my Family Information.	No
Please attach any additional information, such as a current resume, using the Attachments panel at the bottom of this page.	

# PAOLA SOFIA FERNANDEZ

915-613-7847  
paolaff4@hotmail.com  
www.psfernandez.com

Education  
2014-Present University of Texas at San Antonio  
San Antonio, Texas  
Bachelors of Science in Architecture

Experience  
2014-Present ArchComm  
San Antonio, Texas  
Architectural Drafter

Analyze and Coordinate with Architects, Engineers and Surveyors to obtain zoning approval for design development.  
Prepare construction documents and renderings for site specific design, complying with RF design requirements and jurisdiction zoning ordinances.  
Design Architectural enclosures for telecommunication equipment in accordance with clients desire and priorities

2013-2014 AG Associate Architects  
San Antonio, Texas  
Intern Architect

Design schematics specialized in space planning and site planning.  
Developed renderings and construction documents of residential and commercial projects.  
Designed website for the firm, and managed social media presence.

2013-2014 CADS Construction  
San Antonio, Texas  
Intern Architect

Collaborate directly with principals in architectural design process from conceptual design to project completion.  
Production of construction documents and architectural details for residential single-family projects.  
Appraise, coordinate, and schedule suppliers while supervising construction site.

## Technical Skills

Photoshop	■ ■ ■ ■ ■
Illustrator	■ ■ ■ ■ ■
InDesign	■ ■ ■ ■ ■
AutoCAD	■ ■ ■ ■ ■
Rhino	■ ■ ■ ■ ■
SketchUp	■ ■ ■ ■ ■
QGIS	■ ■ ■ ■ ■
Revit	■ ■ ■ ■ ■
Vray	■ ■ ■ ■ ■
Maxwell	■ ■ ■ ■ ■
Tableau	■ ■ ■ ■ ■
HTML	■ ■ ■ ■ ■
R Studio	■ ■ ■ ■ ■
SQL	■ ■ ■ ■ ■
Microsoft Office	■ ■ ■ ■ ■
Spanish	■ ■ ■ ■ ■

## Awards & Competitions

- 3rd Place in Avenida Guadalupe active living proposal.
- Latinos in Architecture NEXO exhibition Avenida Guadalupe proposal exhibited.
- FiveThirtyEight Dear Data data visualization project.
- Tableau Custom Territories data visualization design competition.

## Leadership & Involvement

AIA SA Homes Tour  
Volunteer  
Executive Womens Golf Association  
Member  
Let's Eat SA  
Founder and Content Creator  
WoSo Stats  
Data Gathering and Statistical Analysis Volunteer



<b>Planning Commission At Large</b>	<b>Application No: No: 20171025173147_6314</b>
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	Mr.
Last Name	Garcia
First Name	Michael
Middle Name	Angel
Suffix	Jr.
Preferred Name	Michael
Gender:	Male
Ethnicity:	Hispanic
Title	Commissioner
Address Type?	Residence
Address	
City	San Antonio
State	TX
Zip	
Phone Type?	Home
Phone number	
Phone 2 Type?	Cell
Phone 2 number	
eMail	
Employer	Retired from Air Force
Job Title	Architect
Occupation	Architect/ Planner

Board/Commission/Committee Name	Planning Commission~At Large~~04
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district, do you meet those residency requirements?	Yes
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	75
In which City Council District do you reside?	08
How many years have you lived in the City Council District where you reside?	13
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract (s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract(s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any financial interest, direct or indirect, in any sale to the City of any land, materials, supplies, or service?	No
Will you or any of your immediate family members of any businesses that you or they own seek or take part, either directly or indirectly, in any sale of land,	No

materials, supplies, or service to the City in the foreseeable future?	
Does your employer or an employer of your immediate family members have a contract with the City?	No
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	No
Do you currently serve in any elected or appointed public government office?	Yes
Please list office, board or commission, your position in that entity and term of service.	Commissioner, Planning Commission, 4 years
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	Yes
Give the title and dates of any position which you have held in such organization:	Vice-President, Mexican American Unity Council 2011-2017 Urban Progress Housing, President, 20015-2017 Academia America, member 2015-2017 San Antonio Development Agency, Board member, prior 2003
Do you receive any compensation for service on this entity(ies)?	No
Do you intend to seek election or appointment to any public office or board or commission in the foreseeable future?	Yes
	Planning Commission

Please list the office, board, or commission and status of your application to that position.	
Have you ever been hired for a position with the City of San Antonio?	No
Have you had any convictions of criminal offenses other than parking or traffic tickets?	No
Describe your Educational history.	San Antonio Vocational and Technical High School University of Texas @ Austin, Bachelor of Architecture Webster University @Fort Sam Houston, Master of Arts (Public Administration)
Describe your Professional History & Certification designations (Current and historical).	Design Team, Hemisfair 68 San Antonio Development Agency 68 Design Team, Ray Ellison Industries Developer San Antonio College, Architecture Instructor Breig Partnership, Architecture and Planning, Partner Air Force, Architect
Describe your Volunteer Experience & Community Service	San Antonio Housing Authority, Chairman of the Board San Antonio Development Agency, Board San Antonio Housing Trust, Chairman AACOG, Housing Committee Chairman San Antonio Coalition of Neighborhoods

<p>Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:</p>	<p>I have always been interested in the development of the City of San Antonio. Having traveled with the Air Force to many cities and countries, I find San Antonio the best place for living and working. I am proud that I have had the opportunity to participate.</p>
<p><b>APPLICATION SIGN-OFF</b></p>	
<p>As a board, commission, or committee member, you will be asked to adhere to: Code of Ordinances, City of San Antonio, Part II, Chapter 2, Article IX, Sec.2-534. All board and commission members must file a Financial Disclosure Report with the Office of the City Clerk upon appointment, and annually thereafter, throughout the member's term. Failure to file a Financial Disclosure Report within the time required by the City's Ethics Code will be considered an automatic removal.</p>	
<p>I understand that if any member of the public makes a request for information included in this Application for Appointment, most of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public Information Act. I understand that it may not be legally</p>	<p>Acknowledged</p>

possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public Information Act or any other law requiring its release.	
I recognize that I am an applicant for Planning Commission~At Large~&nbsp;~04, as a City of San Antonio board or commission that is more than advisory in nature. As a city officer, I understand that I, my immediate family members, and any business in which I and/or they hold a 10% or greater ownership interest will be prohibited from seeking or accepting contracts with the city for the duration of my service on this board. I further understand that this restriction will extend with regard to many types of discretionary contracts for a period of one year after leaving city service.	Acknowledged
OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.	Acknowledged
Enter Your Name	Michael A. Garcia, Jr.
Date of submission.	10/25/2017
The Texas Public Information Act provides that each government official	

may choose whether to allow the public access to the information in the custody of the City that contains your home address, home telephone number, or reveals whether you have family members. Please note that this does not apply to business addresses, which are subject to public disclosure. If an open records request is filed requesting to view or obtain records that contain your personal information, the City will take steps to protect your personal information as authorized by the Texas Public Information Act, but only if you have elected to protect personal information.	
I want the public to have access to my Home Address.	No
I want the public to have access to my Home Telephone Number.	No
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	No
I want the public to have access to my Family Information.	No
Please attach any additional information, such as a current resume, using the Attachments panel at the bottom of this page.	

## **RESUME**

Michael A. Garcia, Jr.  
XXX-XX-XXXX

Currently: Retired from the Air Force Civil Service - Headquarters  
Air Force Center for Engineering and the Environment (AFCEE).  
Agency for the Pentagon headquartered at Brooks-City Base, Texas

### **SUMMARY OF EXPERIENCE 1965-2008**

**Project Manager:** Air Force (AF) Master Plan for General Officers Quarters (World-wide), Master Plan for Enlisted Dormitories (World-wide), AF Environmental Awards at Pentagon, Housing Privatization, Environmental Assessments and Surveys;

**Architect:** Design plans, specifications and Architectural Compatibility Projects and Historic Preservation; Planning Assistance Teams

**Community Planner:** Land-Use, Air Installation Compatible Use Zone (AICUZ), Base Development Plans, Cultural Resources/ Historic Preservation.

#### **Prior Air Force work:**

Allison Peery Architects - Partner. Planning projects.  
San Antonio, Texas

Breig Partnership – Partner. Architectural and planning projects.  
San Antonio, Texas

Mexican American Unity Council – Housing and Community Development Director. Responsible for planning, organizing the neighborhoods, housing developments and neighborhood revitalization. Securing funding for



housing projects. Developed single-family, senior housing, and housing rehabilitation. Conducted neighborhood planning, neighborhood revitalization and commercial revitalization studies. Worked with local financial institutions, Federal Home Loan Bank, and Federal Reserve Bank, Ford Foundation, federal agencies, such as, United States Housing and Urban Development and the Economic Development Administration.  
San Antonio, Texas

Ray Ellison Industries – designer and planner. Developed proposed plans for new subdivision developments, commercial facilities and apartments.  
San Antonio, Texas

San Antonio Development Agency – Administrative assistant and planner. Responsible for developing plans and sketches for affordable housing, redevelopment of the Mexican Market and neighborhood revitalization.  
San Antonio, Texas

San Antonio Fair Inc. – HEMISFAIR '68. Designer and planner. Provided design review of vendors, coordinated planning with utility companies, and developed sketches for reuse of existing structures. Worked with the Conservation Society, architects and engineers, domestic and international.

## **EDUCATION**

Bachelor of Architecture, University of Texas at Austin  
Master of Arts in Public Administration, Webster University, St. Luis,  
Missouri (Fort Sam Houston, Texas)

## **AWARDS**

Alamo Area Council of Governments – Outstanding Service  
Alamo Federal Executive Board Leadership Class  
Gold Sick Leave Award  
HQ Air Force Materiel Command, Community Planner of the Year  
Historic Preservation, San Antonio Conservation Society  
Kelly Air Force Base, Outstanding Community Planner  
National Association of Housing and Redevelopment Officials,  
Outstanding Service and Dedication  
Performance Awards multi-year  
San Antonio Housing Authority, Outstanding Service

## **PROFESSIONAL ASSOCIATION**

Previous Membership:

American Institute of Architects

Air Force Architects

American Institute of Planners

Federal Planners

Society of American Military Engineers

## **CIVIC ASSOCIATIONS – Leadership**

Previous service:

Alamo Area Council of Governments, Housing Committee, Chairman

City Public Service Study – Next 25 Years, Chair, Citizens Advisory Comm.

City of San Antonio Housing Authority, Chairman

City of San Antonio Housing Trust, Chairman

City of San Antonio Master Plan Committee

City of San Antonio Planning Commission

San Antonio Development Agency, Vice-Chair, Board of Commissioners

San Antonio Planning Commission

National Association of Housing & Redevelopment Officials, Vice-Pres.

National Association of Neighborhoods, Board of Directors, Wash. D.C.

National Hispanic Housing Association, Board of Directors, Wash. D.C.

National Housing Association, Board of Directors, Washington D.C.

Management Development Center Alumni Assoc. Board of Directors,  
Washington D.C.

Current Service:

Chile Bowl Scholarship Committee

Inman Christian Center, Board Member

Mexican American Unity Council, Board Member

St. Francis of Assisi Catholic Church, President of Silver Stars (seniors)

St. Francis of Assisi Catholic Church, St. Vincent de Paul, member

San Antonio Conservation Society, Member

San Antonio Planning Commission

San Antonio Planners Advisory

Oakmont Downs Homeowners Association, President, Board of Directors

Urban Progress, President



<b>Planning Commission At Large</b>	<b>Application No: No: 20170731220649_5206</b>
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	Ms.
Last Name	Olivarez
First Name	Sarah
Middle	Marie
Suffix	
Preferred Name	Sarah
Gender:	Female
Ethnicity:	Hispanic
Title	
Address Type?	Residence
Address	
City	San Antonio
State	TX
Zip	
Phone Type?	Cell
Phone number	
Phone 2 Type?	
Phone 2 number	
eMail	
Employer	Innove, LLC
Job Title	Project Management Associate
Occupation	Project Management Associate

Board/Commission/Committee Name	Planning Commission~At Large~~04
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district, do you meet those residency requirements?	Yes
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	06
In which City Council District do you reside?	01
How many years have you lived in the City Council District where you reside?	01
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract(s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract (s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any financial interest, direct or indirect,	No

in any sale to the City of any land, materials, supplies, or service?	
Will you or any of your immediate family members of any businesses that you or they own seek or take part, either directly or indirectly, in any sale of land, materials, supplies, or service to the City in the foreseeable future?	No
Does your employer or an employer of your immediate family members have a contract with the City?	No
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	No
Do you currently serve in any elected or appointed public government office?	No
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	No
Do you intend to seek election or appointment to any public office or board or commission in the foreseeable future?	No
Have you ever been hired for a position with the City of San Antonio?	No
	No

Have you had any convictions of criminal offenses other than parking or traffic tickets?	
Describe your Educational history.	Bachelor of Business Administration in Entrepreneurship, The University of Texas at San Antonio, May 2015
Describe your Professional History & Certification designations (Current and historical).	Resourcefulness is something I consistently make an effort to improve within my skillset. Throughout my professional career, I have worked my way through various departments within a business to include accounting, contracting, leadership, operations, events, and communications. My software knowledge has also continued to expand with my experience where I am now able to operate and customize a complete CRM system. Utilized Microsoft Office Suites including Project and Outlook, Google Drive including G Suites and Analytics, Microsoft Dynamics, Zoho CRM, Wordpress, MicroJ Plus, Shortel, Skype, all Social Media platforms, Insightly CRM, QuickBooks, Retail Management System (RMS), and basic PeopleSoft navigation.
Describe your Volunteer Experience & Community Service	Volunteer Business Consultant, 2016 - Present Assist startup entrepreneurs in assessing goals,

	<p>current challenges, and developing creative solutions. Varies from assisting with operations, navigating through business documents, and knowledge of other resources in San Antonio. Recycling Enthusiast, Environmental Advocate, and Community Advocate for local events and entrepreneurship</p>
<p>Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:</p>	<p>A vested interest in seeing San Antonio citizens collaborate to continuously advance our economic impact is something I truly believe for this city. Currently, I volunteer where I can in the small business and entrepreneurship community because it makes me happy to see businesses start and continue to operate in San Antonio. I believe that if I can help enhance what our city is doing, whether it's suggesting a local event to a friend or helping a business owner with a challenge or even if I were to become selected to volunteer on a board or commission, our city continues to move forward in economic advancement. My optimistic nature, combined with my expanding resourcefulness, would be an asset to community leaders as I thrive off of problem-solving</p>



	<p>especially if it betters the local community. I would love to volunteer in any way that I can with the City of San Antonio, so long as it benefits the citizens and economy here.</p>
<b>APPLICATION SIGN-OFF</b>	
<p>As a board, commission, or committee member, you will be asked to adhere to: Code of Ordinances, City of San Antonio, Part II, Chapter 2, Article IX, Sec.2-534. All board and commission members must file a Financial Disclosure Report with the Office of the City Clerk upon appointment, and annually thereafter, throughout the member's term. Failure to file a Financial Disclosure Report within the time required by the City's Ethics Code will be considered an automatic removal.</p>	
<p>I understand that if any member of the public makes a request for information included in this Application for Appointment, most of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public</p>	Acknowledged

Information Act. I understand that it may not be legally possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public Information Act or any other law requiring its release.

I recognize that I am an applicant for Planning Commission~At Large~&nbsp;~04, as a City of San Antonio board or commission that is more than advisory in nature. As a city officer, I understand that I, my immediate family members, and any business in which I and/or they hold a 10% or greater ownership interest will be prohibited from seeking or accepting contracts with the city for the duration of my service on this board. I further understand that this restriction will extend with regard to many types of discretionary contracts for a period of one year after leaving city service.

Acknowledged

OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of

Acknowledged

facts may result in my disqualification for appointment.	
Enter Your Name	Sarah Olivarez
Date of submission.	7/31/2017
The Texas Public Information Act provides that each government official may choose whether to allow the public access to the information in the custody of the City that contains your home address, home telephone number, or reveals whether you have family members. Please note that this does not apply to business addresses, which are subject to public disclosure. If an open records request is filed requesting to view or obtain records that contain your personal information, the City will take steps to protect your personal information as authorized by the Texas Public Information Act, but only if you have elected to protect personal information.	
I want the public to have access to my Home Address.	No
I want the public to have access to my Home Telephone Number.	No
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	No
	No

I want the public to have access to my Family Information.	
Please attach any additional information, such as a current resume, using the Attachments panel at the bottom of this page.	

# Sarah Olivarez

Optimistic visionary with a craving to consistently learn more information to improve my resourcefulness nature. Commitment to fulfilling responsibilities with a strong drive to improve strategic operations by executing tasks. Confident relationship builder that thrives on positive feedback from helping others.

## Experience

### Project Management Associate

July 2017 – Present

*Innove, LLC., formerly MTS Technologies, San Antonio, TX*

Support Project Management team in monitoring work deliverables, project scope, and generating status reports.

- Design templates, create presentations, and maintain project information repository.
- Document all project-related assignments, issues and risks, identify resource requirements, and align the project team on project scope.

### Operations & Community Manager

January 2016 – June 2017

*Launch SA, powered by Lift Fund, San Antonio, TX*

Managed day to day operations including: tracking and reporting entrepreneurial data for quarterly reports, supervising 2 of 7 Launch SA programs, presiding over community of entrepreneurs, and managing *launchsa.org* website.

- Responsible for multi-face event schedule, invoicing and collections, and preserving MOUs and Lease Agreements with 4 Resident and 88 Resource Partners.
- Managed planning and execution of Venture Challenge Awards Ceremony, 2016-2017.
- Led implementation of customized CRM system, Zoho, to stage track member entrepreneurs.
- Utilized Microsoft Office Suites, Google Drive including G Suites, Microsoft Dynamics, Zoho CRM, Wordpress.

### Staffing Manager

May 2015 – January 2016

*OfficeTeam a division of Robert Half, Inc., San Antonio, TX*

Joined as Sourcing Specialist, and promoted quickly by maintaining top 25% sales record of company.

- Marketed to businesses by cold calling, weekly newsletters, and attending local events.
- Consulted with 15 candidate interviews, formatted resumes, created job postings.
- Utilized Microsoft Office Suites, MicroJ Plus, Shortel, Skype.

### Student Manager

September 2011 – May 2015

*Business Office, in the University Center at The University of Texas at San Antonio*

Began as Student Assistant, becoming the first Business Office Student Manager, and implemented office procedures.

- Handled processing of new hire paperwork including I-9 and W-4 documents; as well as new hire training including creation of department training curriculum and conducted training presentation to 100 student staff.
- Selected to attend a 3 day ACUI student leadership conference in November 2012.
- Assisted in AP/AR bill invoicing, bookkeeping, event contracts, account reconciliations, and retail store deposits.
- Conducted all interviews for Business Office student staff and evaluations of student employee performance.
- Utilized Microsoft Office Suites, QuickBooks, Retail Management System (RMS), and basic PeopleSoft navigation.

## Education

**Bachelor of Business Administration in Entrepreneurship**, The University of Texas at San Antonio

May 2015

## Leadership

LiftFund's Organizational Advancement at Launch SA Recognition, 2016

Lead planner for Launch SA's Venture Challenge Awards Ceremony, 2016 & 2017

<b>Planning Commission At Large</b>	<b>Application No: No: 20170803103048_5637</b>
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	Mrs.
Last Name	Coda
First Name	Rayo-Garza
Middle	Edith
Suffix	
Preferred Name	
Gender:	Female
Ethnicity:	Hispanic
Title	M.A.
Address Type?	Residence
Address	
City	San Antonio
State	TX
Zip	
Phone Type?	Cell
Phone number	
Phone 2 Type?	
Phone 2 number	
eMail	
Employer	P16Plus Council of Greater Bexar County
Job Title	

	Director of Community Partnerships
Occupation	Non Profit Organization
Board/Commission/Committee Name	Planning Commission~At Large~~04
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district, do you meet those residency requirements?	Yes
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	09
In which City Council District do you reside?	07
How many years have you lived in the City Council District where you reside?	03
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract(s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract(s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any financial interest, direct or indirect, in any sale to the City of any land, materials, supplies, or service?	No

Will you or any of your immediate family members of any businesses that you or they own seek or take part, either directly or indirectly, in any sale of land, materials, supplies, or service to the City in the foreseeable future?	No
Does your employer or an employer of your immediate family members have a contract with the City?	Yes
List name of employer, family member and describe contract.	P16Plus Council of Greater Bexar County - Delegate Agency Contract
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	Yes
List Councilmember and who serves or served that Councilmember as an aide. If a family member, identify relationship to you.	Councilwoman Shirley Gonzales, Councilman Ron Nirenberg
Do you currently serve in any elected or appointed public government office?	No
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	Yes
Give the title and dates of any position which you have held in such organization:	MOVE San Antonio, Chair-2017 Fiesta Wishes, Co-Founder/ Vice President
Do you receive any compensation for service on this entity(ies)?	No
Do you intend to seek election or appointment to any public office or	No



board or commission in the foreseeable future?	
Have you ever been hired for a position with the City of San Antonio?	No
Have you had any convictions of criminal offenses other than parking or traffic tickets?	No
Describe your Educational history.	M.A. Political Science (Political Philosophy and Public Law) from the University of Texas at San Antonio B.A. Philosophy/Value Studies from Texas State University - San Marcos
Describe your Professional History & Certification designations (Current and historical).	Currently the Director of Community Partnerships for P16Plus Council of Greater Bexar County. Former Director of Policy for Councilwoman Shirley Gonzales, District 5 Director of Zoning and Planning for Councilman Ron Nirenberg, District 8 Instructor of Government at Northeast Lakeview College Training in continuous improvement processes
Describe your Volunteer Experience & Community Service	This past year I co-founded a non-profit organization called Fiesta Wishes. We partner with the San Antonio Children's Shelter to bring hope and memories by

	celebrating their special day. I currently serve as Board Chair of MOVE San Antonio: a nonpartisan, nonprofit organization dedicated to empowering underrepresented youth through civic engagement, leadership development and issue advocacy. Additionally, I serve as block captain for my neighborhood association. I've volunteered my time to the San Antonio Botanical Gardens, Habitat for Humanity and other organizations.
Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:	I am a working mother of two beautiful children. They are my life-force. My mission in life is to demonstrate to them that being engaged in your community is a powerful way to make your voice heard and make a difference. Of less importance, but equally valuable, is my former experience with municipal government which has provided a multi-dimensional understanding of local issues and potential solutions.
APPLICATION SIGN-OFF	
As a board, commission, or committee member, you will be asked to adhere to: Code of Ordinances, City of San	

<p>Antonio, Part II, Chapter 2, Article IX, Sec.2-534. All board and commission members must file a Financial Disclosure Report with the Office of the City Clerk upon appointment, and annually thereafter, throughout the member's term. Failure to file a Financial Disclosure Report within the time required by the City's Ethics Code will be considered an automatic removal.</p>	
<p>I understand that if any member of the public makes a request for information included in this Application for Appointment, most of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public Information Act. I understand that it may not be legally possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public Information Act or any other law requiring its release.</p>	Acknowledged
<p>I recognize that I am an applicant for Planning Commission~At Large~&amp;nbsp;~04, as a City of San Antonio board or commission that is more than advisory in nature. As a city</p>	Acknowledged

officer, I understand that I, my immediate family members, and any business in which I and/or they hold a 10% or greater ownership interest will be prohibited from seeking or accepting contracts with the city for the duration of my service on this board. I further understand that this restriction will extend with regard to many types of discretionary contracts for a period of one year after leaving city service.	
OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.	Acknowledged
Enter Your Name	Coda Rayo-Garza
Date of submission.	8/3/2017
The Texas Public Information Act provides that each government official may choose whether to allow the public access to the information in the custody of the City that contains your home address, home telephone number, or reveals whether you have family members. Please note that this does not apply to business addresses, which are subject to public disclosure. If an open records request is filed requesting to view or obtain records that contain your personal information, the City will take steps to protect your personal information as authorized by the Texas Public Information Act, but only if you	

have elected to protect personal information.	
I want the public to have access to my Home Address.	No
I want the public to have access to my Home Telephone Number.	No
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	No
I want the public to have access to my Family Information.	No
Please attach any additional information, such as a current resume, using the Attachments panel at the bottom of this page.	

# C O D A R A Y O - G A R Z A , M . A .

## SUMMARY

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- Extensive experience in municipal government
- Proven leadership in community and stakeholder relations
- Broad knowledge of local, state and federal policy and social statistics
- Expert in Continuous Improvement methods
- Masters degree in Political Theory and Public Law

## EXPERIENCE

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### *Director of Community Partnerships*

P16Plus Council of Greater Bexar County

June 2016 – Present

- Develop, cultivate and strengthen community partnerships including leaders in education, business, faith, nonprofit, philanthropic and civic sectors
- Create a legislative agenda and advocacy plan for the organization and stakeholders
- In conjunction with the Executive Director, support development efforts through strategic community partnerships and manage individual program budgets
- Provide direction, management and tactical advice to team members that facilitate P16Plus initiatives
- Lead, attend and represent P16Plus as needed and provide information on progress of community networks through presentations, academic research and written reports

### *Co-Founder*

Fiesta Wishes Inc.

January 2017 – Present

- Co-founded a local non-profit dedicated to providing birthday parties to foster and homeless children in San Antonio
- Established community partnerships to fulfill the mission of Birthday Fiestas with three local community organizations
- Created a three year projected budget for the organization
- Created a three year strategic fundraising plan for the organization, including a database of potential grants
- Manage volunteer and interns

### *Director of Policy and Zoning*

Councilwoman Shirley Gonzales, District 5

San Antonio, TX

September 2015- June 2016

- Advised the Councilwoman on policy issues including potential ordinances, community issues, council action items, among others
- Conducted in-depth research related to potential policy decisions in diverse fields such as education, infrastructure, gender equity, community health and more
- Prepared thorough briefs and reports on upcoming council and committee meetings
- Advised the Councilwoman on land use and city planning policy areas
- Served as a liaison to community stakeholders on an array of local issues

### *Director of Zoning and Planning*

Councilman Ron Nirenberg, District 8

San Antonio, TX

June 2013- September 2015

- Managed change in land use applications for the eighth district of San Antonio, Texas.
- Advised Councilman on land use and city planning policy areas
- Provided constituent services via phone, e-mail, and in person
- Assisted in policy initiatives in the areas of education and human services
- Represented the Councilmember at community meetings, events, and other public forums and delivered presentations as necessary

#### *Adjunct Instructor*

Northeast Lakeview College

Universal City, TX

August 2012 – July 2015

- Prepared course material and delivered lectures for local, state and federal government
- Promoted in class dialogue and interest in local government
- Created quizzes, assignments and exams for students
- Provided students with academic and career advisement as needed
- Communicated effectively with large audiences to deliver message

#### *Freelance Editor*

Ed Publishing

San Antonio, TX

March 2012

- Edited content, grammar, and formatting of study manuals for the TExES Social Studies Examination, including *Pass The TExES Social Studies Grades 4-8* and *Pass The TExES Social Studies Grades 8-12*
- Provided feedback to author and suggested changes to writing style and syntax
- Checked for historical acumen in content related to state and federal facts

## **EDUCATION**

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University of Texas at San Antonio – San Antonio, TX

August 2011

Master of Arts in Political Science (Political Theory and Public Law)

***Summa Cum Laude***

Texas State University - San Marcos, TX

December 2008

Bachelor of Arts in Philosophy, Minor in Value Studies

***Summa Cum Laude***

## **COMMUNITY INVOLVEMENT**

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*Board Chair* - MOVE San Antonio

2017

*Fellow* - New Leaders Council

2017

*Appointee* - 2016 Bond Neighborhood Improvements Committee

2016

*Mentor* - University of the Incarnate Word Cardinal Leadership Program

2016

*Graduate of Inaugural Class* - Latina Leadership Institute-

2015

San Antonio Hispanic Chamber of Commerce

*Volunteer* - Lincoln Green Beautification Association

2014

*Member of Board of Directors* - Hispanas Unidas

2013

*Volunteer* - San Antonio Botanical Gardens

2012

*Co-Founder* - Run For Roofs:

2011

A 5K Run/Walk to Benefit Habitat for Humanity of Laredo, TX

## **ADDITIONAL SKILLS AND CERTIFICATIONS**

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Fluent in Spanish

Proficient in Microsoft Office: Word, Excel, PowerPoint, Outlook, Access

Experience with GIS Mapping Software

Knowledgeable with SPSS Social Sciences Statistical Analysis Program

Continuous Improvement training through StriveTogether

<b>Planning Commission Other Ex-Officio</b>	<b>Application No: No: 20170729113009_4733</b>
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	Mrs
Last Name	Mycheryl
First Name	Russ
Middle	
Suffix	
Preferred Name	
Gender:	Female
Ethnicity:	African American
Title	
Address Type?	Residence
Address	
City	San Antonio
State	TX
Zip	
Phone Type?	Cell
Phone number	
Phone 2 Type?	
Phone 2 number	
eMail	
Employer	
Job Title	



Occupation	
Board/Commission/Committee Name	Planning Commission~Other~Ex- Officio~04
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district, do you meet those residency requirements?	Yes
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	28
In which City Council District do you reside?	02
How many years have you lived in the City Council District where you reside?	21
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract(s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract (s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any	No

financial interest, direct or indirect, in any sale to the City of any land, materials, supplies, or service?	
Will you or any of your immediate family members of any businesses that you or they own seek or take part, either directly or indirectly, in any sale of land, materials, supplies, or service to the City in the foreseeable future?	No
Does your employer or an employer of your immediate family members have a contract with the City?	No
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	No
Do you currently serve in any elected or appointed public government office?	No
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	No
Do you intend to seek election or appointment to any public office or board or commission in the foreseeable future?	No
Have you ever been hired for a position with the City of San Antonio?	No
	No

Have you had any convictions of criminal offenses other than parking or traffic tickets?	
Describe your Educational history.	<p>I am a graduate of the following institutions: Roosevelt High School class of 2007 UTSA College of Business, BBA in Real Estate Finance and Development, Class of Spring 2012 Webster University, Hurbet Walker School of Business and Technology, Master of Business Administration, Class of Spring 2014 Syracuse University, Project Management Certification, PMI, June 2017 - 2018</p>
Describe your Professional History & Certification designations (Current and historical).	<p>CITY OF SAN ANTONIO, SAN ANTONIO, TX CURE VIOLENCE STANDUP SA April 2016 May 2017  MANAGEMENT ANALYST  PROGRAM MANAGER CITY OF SAN ANTONIO, SAN ANTONIO, TX MAYORS FITNESS COUNCIL 2013 2015  MANAGEMENT ANALYST  PROGRAM COORDINATOR USAA, SAN ANTONIO, TX 2009 2013 FINANCIAL FOUNDATIONS SPECIALIST  SERVICE RECOVERY SPECIAL PROJECTS March 2011 May 2013  MEMBER RELATIONSHIP SPECIALIST II January 2009 - May 2013 IBC</p>

	BANK, SAN ANTONIO, TX January 2008 - August 2008 SALES REPRESENTATIVE WILSON and WILSON LAW P.C., SAN ANTONIO, TX September 2006 September 2007 LEGAL SECRETARY
Describe your Volunteer Experience & Community Service	Dream week event, Host and Organizer, 2017 Community Block Party, StandUp SA, Event Planner and Organizer, 2016 Peace Fest, StandUp SA, Event Planner and Organizer, 2016 Increase the Peace, StandUp SA, Participating Organization, 2016 Ballin For True Peace Tourney, Sponsor, Coordinator and Host, 2016 San Antonio Business Group on Health Quarterly Forum and Annual Elections, Organizer, 2014 Mayor's Fitness Council Healthy Schools Summit, Coordinator, 2014 Mayor's Fitness Council 1st Annual Nutrition Summit, SA Foodbank, Coordinator, 2014 Metro Health Built Environment Conference, Volunteer, 2014 Mayor's Fitness Council San Antonio Business Group on Health Quarterly Forum, Coordinator, 2014 YMCA Sicolvia, Volunteer, 2014 UTSA CCIM Competition, 1st place award, UTSA, 2012 REEL, Real Estate Entrepreneurs and

	Leaders, UTSA, 2011 Habitat for Humanity, San Antonio, UTSA REFD, 2011 HEB CAP Program Participant, UTSA, 2010 Junior Achievement of South Texas Participant, UTSA, 2010 United Way Campaign Chief, USAA, POC for Regional Services, 2009
Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:	I would like to serve on an advisory board for the following reasons: 1. Make a difference Serving on a board will allow me the opportunity to share my skills and expertise in order to have a positive impact on the community. 2. Acquire knowledge Gain different perspectives of the city goals to help deepen my involvement in the community. 3. Deepen relationships Getting to know a like-minded, outstanding group of board members will add to my ability to have influence in the community. 4. Be of service to the community By helping city and community leaders make the most appropriate decisions for the city with citizens in mind.
APPLICATION SIGN-OFF	
As a board, commission, or committee member, you will be asked to adhere to: Code of Ordinances, City of San Antonio, Part II, Chapter 2, Article IX, Sec.2-534. All board and	

<p>commission members must file a Financial Disclosure Report with the Office of the City Clerk upon appointment, and annually thereafter, throughout the member's term. Failure to file a Financial Disclosure Report within the time required by the City's Ethics Code will be considered an automatic removal.</p>	
<p>I understand that if any member of the public makes a request for information included in this Application for Appointment, most of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public Information Act. I understand that it may not be legally possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public Information Act or any other law requiring its release.</p>	Acknowledged
<p>I recognize that I am an applicant for Planning Commission~Other~Ex-Officio~04,</p>	Acknowledged

<p>as a City of San Antonio board or commission that is more than advisory in nature. As a city officer, I understand that I, my immediate family members, and any business in which I and/or they hold a 10% or greater ownership interest will be prohibited from seeking or accepting contracts with the city for the duration of my service on this board. I further understand that this restriction will extend with regard to many types of discretionary contracts for a period of one year after leaving city service.</p>	
<p>OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.</p>	<p>Acknowledged</p>
<p>Enter Your Name</p>	<p>Mycheryl Russ</p>
<p>Date of submission.</p>	<p>7/29/2017</p>
<p>The Texas Public Information Act provides that each government official may choose whether to allow the public access to the information in the custody of the City that contains your home address, home telephone number, or reveals whether you have family members. Please note that this does not apply to business addresses, which are subject to public</p>	

disclosure. If an open records request is filed requesting to view or obtain records that contain your personal information, the City will take steps to protect your personal information as authorized by the Texas Public Information Act, but only if you have elected to protect personal information.	
I want the public to have access to my Home Address.	No
I want the public to have access to my Home Telephone Number.	No
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	No
I want the public to have access to my Family Information.	No
Please attach any additional information, such as a current resume, using the Attachments panel at the bottom of this page.	



# MYCHERYL RUSS

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Energetic and versatile leader with a comprehensive background across community engagement, strategic planning, and project management. Adept at leading high-performance teams in achieving organizational objectives within tight deadlines. Brings strong analytical skills, with the ability to identify and implement cost savings and service delivery initiatives. Reputation for delivering projects on time and on budget.

## ***Areas of Expertise***

- |                        |                                     |                      |
|------------------------|-------------------------------------|----------------------|
| ▪ Change Management    | ▪ Program Management                | ▪ Public Speaking    |
| ▪ Project Management   | ▪ Property & Casualty Operations    | ▪ Financial Analysis |
| ▪ Community Organizing | ▪ Stakeholder Management            | ▪ Event Planning     |
| ▪ Grant Writing        | ▪ Strategic Planning                | ▪ Financial Services |
| ▪ Process Improvement  | ▪ Business Consulting & Development | ▪ Team Leadership    |

## **Education & Training**

**IVMF Onward to Opportunity Program: PMP Certification Cohort**, Syracuse University, June 2017 – June 2018

**Alamo Colleges Grant Writing Course**, Dec 2016

**Master of Business Administration**, Webster University, May 2014

**BBA, Real Estate Finance & Development**, The University of Texas at San Antonio, May 2012

**Licensed Property and Casualty Agent in 49 states and two countries** (Guam & South Korea), 2009 – 2014

## **Professional Experience**

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**CITY OF SAN ANTONIO, SAN ANTONIO, TX CURE VIOLENCE STANDUP SA**

2016 – 2017

### ***MANAGEMENT ANALYST PROGRAM MANAGER***

- Leveraged community organizing techniques to mobilize the community to engage in activities that will help change the thinking and norms, so that shooting and killing is no longer an acceptable behavior and to create alternatives for those currently at highest risk for shooting someone or being shot.
- Recruited and managed an active volunteer base, a minimum 20 individuals of Violence program implementation to participate in shooting responses; canvass the neighborhood.
- Facilitated the planning and execution of community activities; and, help identify auxiliary resources and provide advocacy on behalf of the highest risk.
- Assessed the nature and extent of shootings and killings in the community using data and other community input
- Utilized the “framework for violence prevention” provided by the Chicago Project Cure Violence to prioritize strategies and identify outcomes.
- Produced a written violence prevention plan tailored to the specific needs of target communities that specifies short and long-term goals that are consistent with the goals of the Violence Prevention Project.
- Facilitated the implementation of the strategies identified in the plan with an emphasis on maximum engagement of community residents and existing community services.
- Attended monthly convenes and participated in local coalitions that actively addresses public safety and violence prevention and reduction efforts in the target area, bringing Violence Prevention related issues to the table for discussion to engage in joint problem solving.
- Documented meetings, including minutes of planning committee sessions, and correspondence to area residents and community partners, etc.
- Planned and implemented responses to shootings with community residents and other local partners within 72 hours.
- Organized and executed monthly Violence Prevention community activity.
- Managed and tracked Violence Prevention public education campaign in the target area.
- Developed relationships with local service providers and program partners, including law enforcement, faith leaders, and community stakeholders, in order to identify and access resources for high risk youth.
- Participated in administrative/management meetings for Violence Prevention/ acted as a communication liaison for the other staff members regarding the proceedings of these administrative meetings.
- Supported evaluation activities of the community-based violence prevention program and organizes and participates in a review of program progress.

**CITY OF SAN ANTONIO, SAN ANTONIO, TX MAYOR'S FITNESS COUNCIL**

2013 – 2015

**MANAGEMENT ANALYST PROGRAM MANAGER**

- Monitored and evaluated assigned programs and projects, sets deadlines, analyzes issues, and provides technical and administrative support to council.
- Answered inquiries on behalf of the Mayor's Fitness Council, San Antonio Business Group on Health and San Antonio Active Living Council.
- Worked to insure coordination between divisions within the department and community partners.
- Organized and prepared written summaries of project reports and action plans in a timely manner.
- Coordinate annual review of MFC members with Executive Committee and Mayor's Liaison.
- Provide monthly membership updates email to listserv.
- Facilitates council meetings on behalf of Program Manager.
- Maintains administrative materials including, but not limited to; events, meeting coordination, agendas, minutes, and council membership rosters for eight monthly meetings.

**USAA, SAN ANTONIO, TX**

2009 – 2013

**FINANCIAL FOUNDATIONS SPECIALIST SERVICE RECOVERY SPECIAL PROJECTS**

2011 – 2013

- Served as subject matter expert for property and casualty projects to identify and apply best practices for process improvements.
- Established efficiencies in project design where possible to ensure compliance with USAA policies and procedures.
- Coordinated activities for complex insurance related projects through the development of project plans intended to accomplish goals and objectives within prescribed timeframes and budgets.
- Analyzed situations and developed resolutions to minimize business impact and future exposure.
- Ensured consistent visibility of projects by monitoring and reporting business objectives, project achievements, and key indicators while proactively identify issues to avoid project delays.
- Facilitated ongoing customer support and communication via telephone, email, mail, and USAA.com.

**MEMBER RELATIONSHIP SPECIALIST II**

2009 – 2013

- Maintained knowledgebase of products, services, and processes.
- Evaluated customers' situation and needs and provides viable solutions and support.
- Resolved basic to intermediate billing issues using "One and Done" philosophy.
- Triaged issues in collaboration with team members, escalating appropriate problems.
- Performed front line risk assessment to make proper recommendations and referrals.

**IBC BANK, SAN ANTONIO, TX**

2008

**SALES REPRESENTATIVE**

- Cultivated and maintained positive relationships with current and potential customers.
- Shared product knowledge and made recommendations to satisfy client needs.
- Opened deposit accounts for individuals and businesses, processed loan applications.
- Scheduled sales and teller meetings and collaborated on sales promotional activities.
- Served as interim Assistant Branch Manager.

**WILSON & WILSON LAW P.C., SAN ANTONIO, TX**

2006 – 2007

**LEGAL SECRETARY**

- Provided administrative support and maintained efficient office operations for Real Estate Law Office.
- Established initial relationship with guests and clients in a professional manner.
- Created and maintained efficient filing system for active, pending and closed commercial ventures.
- Cut account receivables collection days by 30% by initiating new billing and accounting system.

**Activities & Honors**

Dream week event, Host and Organizer, 2017  
Community Block Party, StandUp SA, Event Planner and Organizer, 2016  
Peace Fest, StandUp SA, Event Planner and Organizer, 2016  
Increase the Peace, StandUp SA, Participating Organization, 2016  
Ballin' For True Peace Tourney, Sponsor, Coordinator and Host, 2016  
San Antonio Business Group on Health Quarterly Forum & Annual Elections, Organizer, 2014  
Mayor's Fitness Council Healthy Schools Summit, Coordinator, 2014  
Mayor's Fitness Council 1st Annual Nutrition Summit, SA Foodbank, Coordinator, 2014  
Metro Health Built Environment Conference, Volunteer, 2014  
Mayor's Fitness Council San Antonio Business Group on Health Quarterly Forum, Coordinator, 2014

YMCA Sicolvia, Volunteer, 2014  
UTSA CCIM Competition, 1st place award, UTSA, 2012  
REEL, Real Estate Entrepreneurs and Leaders, UTSA, 2011  
Habitat for Humanity, San Antonio, UTSA REFD, 2011  
HEB CAP Program Participant, UTSA, 2010  
Junior Achievement of South Texas Participant, UTSA, 2010  
CSI (Convert-Share-Innovate) Auto Campaign, 1st place winner, USAA, 2010  
Received Auto Loan Achievement for closing four out of five loans for first and second quarter of 2010  
United Way Campaign Chief, USAA, POC for Regional Services, 2009

<b>Planning Commission At Large</b>	<b>Application No: No: 20171005144625_6232</b>
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	Mr.
Last Name	Whittington
First Name	Casey
Middle Name	J
Suffix	
Preferred Name	Casey
Gender:	Male
Ethnicity:	Non-Minority
Title	
Address Type?	Residence
Address	
City	San Antonio
State	TX
Zip	
Phone Type?	Cell
Phone number	
Phone 2 Type?	Business
Phone 2 number	
eMail	
Employer	The Whittington Group
Job Title	Senior Account Manager
Occupation	Public Relations

Board/Commission/Committee Name	Planning Commission~At Large~~04
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district, do you meet those residency requirements?	Yes
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	26
In which City Council District do you reside?	10
How many years have you lived in the City Council District where you reside?	03
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract(s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract (s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any financial interest, direct or indirect, in any sale to the City of any land, materials, supplies, or service?	No

Will you or any of your immediate family members of any businesses that you or they own seek or take part, either directly or indirectly, in any sale of land, materials, supplies, or service to the City in the foreseeable future?	No
Does your employer or an employer of your immediate family members have a contract with the City?	No
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	No
Do you currently serve in any elected or appointed public government office?	No
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	Yes
Give the title and dates of any position which you have held in such organization:	Planning Commissioner - Appointed Dec. 2016
Do you receive any compensation for service on this entity(ies)?	Yes
If yes, please describe compensation, for example - \$20 per meeting.	\$20 per meeting
Do you intend to seek election or appointment to any public office or board or commission in the foreseeable future?	No
	No

Have you ever been hired for a position with the City of San Antonio?	
Have you had any convictions of criminal offenses other than parking or traffic tickets?	No
Describe your Educational history.	University of Texas at San Antonio - BA Political Science - Class of 2014
Describe your Professional History & Certification designations (Current and historical).	Youngest ever appointment to the CPS Energy Citizens Advisory Committee Youngest ever appointment to the City of San Antonio Planning Commission 2017 Bond Facilities Committee Member Northeast Neighborhood Alliance Secretary Morgans Wonderland Volunteer Founder of Young Leaders of District 10
Describe your Volunteer Experience & Community Service	Morgans Wonderland Volunteer Northeast Neighborhood Alliance Secretary - Alliance of over 80 neighborhood associations in D10, I help with all aspects of running the NNA.
Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:	I am seeking (re)appointment to the Planning Commission to further continue my mission of showing young people that the City of San Antonio government is accepting and encourages our generation to be a part of the process. Through my time on the Planning Commission, I

	have fought for neighborhoods, transportation, future planning, and preserving San Antonio. I firmly believe that the next few years will be transformative to San Antonio and the Planning Commission plays a vital role. I have been arguably the biggest proponent for the SA Tomorrow plan on the Commission, voicing unpopular opinions when plan amendments fit the desired outcome of SA Tomorrow. Holding the Commission accountable to the SA Tomorrow plan is crucial, and I would like to continue that effort. Thank you, Casey Whittington
APPLICATION SIGN-OFF	
As a board, commission, or committee member, you will be asked to adhere to: Code of Ordinances, City of San Antonio, Part II, Chapter 2, Article IX, Sec.2-534. All board and commission members must file a Financial Disclosure Report with the Office of the City Clerk upon appointment, and annually thereafter, throughout the member's term. Failure to file a Financial Disclosure Report within the time required by the City's Ethics Code will be considered an automatic removal.	
	Acknowledged



I understand that if any member of the public makes a request for information included in this Application for Appointment, most of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public Information Act. I understand that it may not be legally possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public Information Act or any other law requiring its release.

I recognize that I am an applicant for Planning Commission~At Large~&nbsp;~04, as a City of San Antonio board or commission that is more than advisory in nature. As a city officer, I understand that I, my immediate family members, and any business in which I and/or they hold a 10% or greater ownership interest will be prohibited from seeking or accepting contracts with the city for the duration of my service on this board. I further understand that this

Acknowledged

restriction will extend with regard to many types of discretionary contracts for a period of one year after leaving city service.	
OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.	Acknowledged
Enter Your Name	Casey J Whittington
Date of submission.	10/5/2017
The Texas Public Information Act provides that each government official may choose whether to allow the public access to the information in the custody of the City that contains your home address, home telephone number, or reveals whether you have family members. Please note that this does not apply to business addresses, which are subject to public disclosure. If an open records request is filed requesting to view or obtain records that contain your personal information, the City will take steps to protect your personal information as authorized by the Texas Public Information Act, but only if you have elected to protect personal information.	
	No

I want the public to have access to my Home Address.	
I want the public to have access to my Home Telephone Number.	No
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	No
I want the public to have access to my Family Information.	No
Please attach any additional information, such as a current resume, using the Attachments panel at the bottom of this page.	

# Casey Whittington

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## Summary

Award-winning, collaborative, communications strategy executive, with expertise in media relations, executive management communications, crisis communications, brand identity, public affairs, community relations, issues management and employee communications

Recognized for professional achievements on behalf of various companies and organizations including:

- Toyota Motor Manufacturing
- Padgett Stratemann
- Workforce Solutions Alamo
- UT Health San Antonio
- ATKG
- Val Verde Regional Medical Center
- Propel Financial
- Real Estate Council of San Antonio
- San Antonio Manufacturers Assoc.
- Centro San Antonio

## Education

### **BACHELORS OF ARTS | 2014 | UNIVERSITY OF TEXAS AT SAN ANTONIO**

- Major: Political Science
- Emphasis in Foreign Relations

## Skills & Abilities

### **MANAGEMENT**

While working at the La Cantera Resort, I managed a team of 40+ individuals. At The Whittington Group, I am responsible for a team of five, ranging from senior management to entry level.

### **MARKETING**

Advised clients ranging from small to mid-market on marketing strategy. Emphasis on digital advertising and data collection.

### **WRITING**

Excellent written communications across all mediums. My writing has appeared in the following publications:

- USA Today
- Los Angeles Times
- Washington Post
- Yahoo News
- Bloomberg
- Construction Business Owner
- Parks and Recreation Magazine
- All Major Business Journals
- Austin American Statesman
- Cincinnati Inquirer
- San Antonio Express News
- Houston Chronicle
- Dallas Morning News
- Fort Worth Star Telegram

### **COMMUNICATION**

Extensive experience in all types of communication channels ranging from social media, media relations, advertising, corporate comm., and crisis communications.

## **SOCIAL MEDIA**

Expert in corporate social media, leading campaigns for small to large businesses centered around engagement, thought leadership, employee morale, recruitment, issues management, and customer support. Also well versed in social media analytics and advertising campaigns.

## **MARKET RESEARCH**

Ability to examine multiple markets with a myriad of factors and components. Data and analysis presentations to clients, often at the C-Suite level.

## **MEDIA RELATIONS**

Strong relationships with media contacts all over the country leading to hundreds of placements for clients in outlets ranging from small trade publications to USA Today, Accounting Today, and Yahoo News.

## **STRATEGIC PLANNING**

As the account executive for all clients at TWG, I am responsible for planning and implementing short/long term plans for all levels of communication. From research to competitive analysis and day to day implementation.

## **COMMUNITY ENGAGEMENT**

Youngest ever appointment to the CPS Energy Citizens Advisory Committee

Youngest ever appointment to the City of San Antonio Planning Commission

Chairman and Founder – San Antonio Manufacturers Association Government Affairs Committee

2017 Bond Facilities Committee Member

Neighborhood Leader

Northeast Neighborhood Alliance Secretary

Morgan's Wonderland Volunteer

Founder of Young Leaders of District 10

## **Experience**

### **SENIOR ACCOUNT EXECUTIVE | THE WHITTINGTON GROUP | APRIL 2013-PRESENT**

- Second in command in one of the fastest growing communications firms in the area. Responsible for client acquisition, account management, and hiring. An award-winning business communications firm specializing in healthcare, manufacturing, tech, cyber security, economic development, workforce development, and more.

### **INTERN | THE DEBERRY GROUP | SEPTEMBER 2012-APRIL 2013**

- Intern at local public relations firm. Worked with clients such as HEB, Port San Antonio, Brooks City Base, and the San Antonio Spurs.

## **Professional Organizations**

- |   |                                   |
|---|-----------------------------------|
| • North San Antonio Chamber of Commerce | • Choose San Antonio              |
| • Leadership Lab                        | • UTSA CITE Program               |
| • San Antonio Chamber of Commerce       | • Planning Commission             |
| • Hispanic Chamber of Commerce          | • Northeast Neighborhood Alliance |
| • Real Estate Council of San Antonio    | • Helotes Chamber of Commerce     |