

Application Form

Profile

Office Use Only:

Ward 6

Which Boards would you like to apply for?

Community Police Review Commission: Submitted
Planning Commission: Submitted

Mr. _____
Ms./Mr.

Basilio _____
First Name

Middle Initial

Martinez _____
Last Name

Home Address

Suite or Apt

Riverside _____
City

CA _____
State

Postal Code

Primary Phone

Alternate Phone

Email Address

Trimming Land Co, Inc. _____
Employer

Vice President _____
Job Title

Business Address

Business Phone

4 years _____
Length of residence in City of Riverside

Are you a registered voter of the City of Riverside?

Yes No

Have you ever been convicted of a crime of moral turpitude?

Yes No

Do you have adequate time to serve?

Yes No

*Eligibility requirements per City Charter Article VIII Section 805.

Applications may be screened on the basis of information submitted with this form.

You are welcome to provide a resume and/or letters of endorsement.

Interests & Experiences

WHY YOU WANT TO SERVE ON A CITY BOARD OR COMMISSION:

I would like to serve on a City Board or Commission because I feel like I have to. It's my civic duty and something I have been looking forward to and now that I have the time, I would love to contribute and assist my City and help through serving on a City Board or Commission. More specifically, Planning and Community Police Review Commission are my top two choices because they're two extremely important topics; one is for future development and growth within our infrastructure and community and the second is for oversight and support for local law enforcement and residents and their safety, thus creating a more inviting neighborhood and city where families can move-in and feel safe.

EXPERIENCE OR SPECIAL KNOWLEDGE PERTAINING TO AREA(S) OF INTEREST:

I have no special knowledge pertaining to the areas of the Boards I am applying for. However, my experience in dealing with government relations is something I believe is transferable to a position of a board member and I hope to contribute to the Board in a positive way through my civic duty.

EDUCATIONAL BACKGROUND:

My educational background consists of graduating High School from Westchester High in Los Angeles, CA. I received my Associate Degree from East Los Angeles College in Liberal Arts where I also played baseball and earned a academic/athletic scholarship to Harris-Stowe State University in St. Louis, Missouri where I graduated with a Bachelor Degree in Business Administration.

OCCUPATIONAL EXPERIENCE:

My occupational experience consists of working in the private sector with companies that deal in the service industry. I worked with Waste Management for about 3 years in the Public Service Sector conceptualizing and creating an internal database that stored critical information that was used in analyzing local markets, supervised contract performance and compliance and communicated with city staff and community leaders. I later transitioned to a five (5) year career with Trimming Land Company in their Operations and Public Sector overseeing operations of over 50 personnel in various cities and handling conflict resolution both internally and externally as well as communicating with residents, city staff and council on a variety of topics from general questions, complaints, public outreach and education to coordinating events and developing Master Plans for Urban Forest that are tailored to a cities needs.

PROFESSIONAL OR TECHNICAL ORGANIZATION MEMBERSHIPS:

Professional Organization Membership: International Society of Arboriculture -Certified Arborist (WE-10531AT) -Certified Tree Worker -Tree Risk Assessment

CIVIC OR COMMUNITY EXPERIENCE, MEMBERSHIPS, OR PREVIOUS PUBLIC SERVICE APPOINTMENTS:

In the past I used to be a baseball coach at Westchester Little League for 2 years. I hope I can add to my civic duty and continue through a Board position.

COMMISSION ON AGING
AIRPORT COMMISSION *
BUDGET ENGAGEMENT COMMISSION
COMMUNITY POLICE REVIEW COMMISSION
CULTURAL HERITAGE BOARD *
COMMISSION ON DISABILITIES
BOARD OF ETHICS
HUMAN RELATIONS COMMISSION
HUMAN RESOURCES BOARD
BOARD OF LIBRARY TRUSTEES *
METROPOLITAN MUSEUM BOARD
PARK AND RECREATION COMMISSION *
PLANNING COMMISSION *
BOARD OF PUBLIC UTILITIES *
TRANSPORTATION BOARD *

*A Statement of Economic Interests is required. Any information listed on this application is a matter of public record and will be disclosed upon request.

Under existing California law, a member of a board or commission may not make, participate in making, or attempt to influence a governmental decision if it is reasonably foreseeable that the decision could have a material financial effect on that member, the member's immediate family, or any of his or her financial interests. There is also a special category of conflicts of interest which strictly forbids members and/or their employers from having financial interests in city contracts. Careful consideration should be given to this issue and applicants are encouraged to contact the City Clerk's Office if they have any questions.

BUDGET ENGAGEMENT COMMISSION:

If applying for the Budget Engagement Commission, please complete and return a supplemental application. The budget Engagement Commission consists of nine resident members and nine business members advising the Mayor and City Council on spending and policy priorities based on information received through quarterly financial and performance reports including revenues from transaction and use tax, work with City staff to maximize public engagement on municipal budgetary issues, and provide input on performance measures and reporting programs.

Question applies to Community Police Review Commission

COMMUNITY POLICE REVIEW COMMISSION

CPRC applicants must undergo a limited background check by the Police Department prior to serving on the Commission due to the sensitivity and confidentiality of the materials you will review that have certain legal restrictions. The background check consists of completion of a Background Personal Information form, live scan fingerprint process through the FBI and Department of Justice, a local police records check, a records check of the National Crime Information Center (NCIC), and a DMV records check that includes vehicles registered to the applicant. The DMV records check relates to City liability issues since Commissioners occasionally give their personal vehicles to public outreach events. The background check takes approximately two weeks to complete.

Question applies to Community Police Review Commission

Have you ever been convicted of a felony or misdemeanor?

Yes No

Question applies to Community Police Review Commission

Do you have basic computer skills?

Yes No

CULTURAL HERITAGE BOARD/COMMISSION ON DISABILITIES:

If applying for membership on the Cultural Heritage Board or the Commission on Disabilities, please complete and return a supplemental application.

HUMAN RELATIONS COMMISSION:

So far as is reasonably possible, the Human Relations Commission shall include representation in the fields of education, medicine, health and welfare, law, real estate, industry, business, finance, law enforcement, and labor. The diversity of the Commission is important to achieving its stated objective.

Please state your field of endeavor as it applies to the Human Relations Commission:

N/A

COMMISSION ON AGING:

Members must be at least 55 years old and not be a paid representative of an elder service.

NOTICE REGARDING INCOMPATIBLE OFFICES

Under existing California law, no member of City boards or commissions may simultaneously hold two public offices that are incompatible. (California Government Code Section 1099)

Offices are incompatible if one of the offices has supervisory, auditory or removal power over the other, if there would be any significant clash of duties or loyalties between the offices, or if public policy considerations make it improper for one person to hold both offices.

Do you currently hold a position as an appointed or elected member of a governmental board, commission, committee, or other body?

Yes No

If "Yes", please state position:

N/A

Members of boards and commissions are covered by Workers' Compensation insurance while serving. If appointed, completion of a LiveScan background screening is required prior to commencement of service.

Please call the City Clerk's Office at 826-5557 or visit RiversideCA.gov/city_clerk for more information. City Clerk's Office, City Hall, 3900 Main Street, 7th floor, Riverside, CA 92522

[Basilio_Martinez_Resume.pdf](#)

Upload a Resume

Additional document(s)

How did you learn about the Board and Commission vacancies?

Web Site

Are you interested in being contacted by the Registrar of Voters to volunteer as a poll worker?

Yes No



Operations Manager & Consultant

Leader/Innovator/Advocate/Influencer

Specialize in the oversight of a diverse array of tasks and activities that positively impact the environment. Skilled at identifying areas of opportunity and developing “win-win” solutions. Expert communicator; thoroughly bi-lingual (English/Spanish) and capable of adapting style to specific audience. Deliver end-to-end project management for multimillion-dollar contracts. Ensure compliance with state and federal regulations while implementing plans to enhance cost savings. Adept at leveraging superior interpersonal talents to cultivate thriving client relationships and enhance corporate branding.

Core Competencies

- Strategic Planning
- Quality Assurance Systems
- Contract Management
- Team Building & Development
- Event Coordination
- Budget Administration
- Sales / Marketing
- Process Improvement
- Human Resource Initiatives
- Public Relations / Outreach

Career Experience

Trimming Land Company, Inc.

Provide executive-level direction of business functions; seek out ways to promote organizational efficiency and cultivate future growth opportunities.

VICE PRESIDENT

October 2013 to Present

Accountable for administering multiple Municipal contracts that surpass **\$5M per year**. Engage with critical stakeholders to advance city-wide eco-friendly initiatives. Lead a workforce of 50+ employees.

- ◆ Launch sales models that utilize existing capital and materials. Results yield a **100%** diversion of materials from landfills and an upsurge in current revenue streams.
- ◆ Manage tactical budget plans and monitor contract adherence for several localities on an annual basis.
- ◆ Actively participate in market research activities to identify and validate new prospects for the Southern CA urban forestry industry.
- ◆ Promote an enterprise-wide culture of safety. Serve as principal organizer of staff training, on-site equipment inspections, and procedural audits.
- ◆ Hire, on-board, and coach new employees so they “hit the ground running”. Mentor existing talent to drive results, morale, and professional development.

Waste Management, Inc.

Earned a promotion following highly successful internship to manage public relations and outreach campaigns for a company whose mission is to sustain the environment.

PUBLIC RELATIONS CONSULTANT

June 2011 to October 2013

continued...

Boosted sales and revenue by coordinating multiplatform marketing and public relations, including traditional and digital advertising, social media, and special events.

- ◆ Served as a liaison by connecting and networking with prominent community leaders. Employed superior communication and language skills to engage effectively in English and Spanish.
- ◆ Conceptualized and designed comprehensive database to house critical information used in analyzing current fiscal conditions, urban dynamics, and local political climate.
- ◆ Delivered end-to-end project management for numerous outreach programs held in the Southern CA area with outstanding results.
- ◆ Supervised contract performance and compliance; assisted in the implementation of RFPs.

Waste Management, Inc.

POLITICAL RESEARCH INTERN

May 2010 to August 2010

Gained practical experience by completing a variety of tasks pertaining to the development of state-of-the-art trash and recycling programs.

- ◆ Collected and maintained data applied to reports and projects; responded promptly to internal requests.
- ◆ Assisted in the approval of a Leadership in Energy and Environmental Design (LEED) certified Waste Transfer Station in the City of Azusa, CA.

Education & Credentials

Bachelor of Science, Business Administration

- Concentration in Marketing
- Graduated Cum Laude

Harris-Stowe State University, Saint Louis, MO

Associate in Liberal Arts & Science

East Los Angeles College, Los Angeles, CA

Certifications & Affiliations

International Society of Arboriculture (ISA)

- Certified Arborist
- Certified Tree Worker
- Tree Risk Assessment Qualified (WE-10531AT)

Professional Affiliation

City of Riverside Boards & Commission (application in progress)