



# Richmond City Council

Boards & Commissions  
Appointments & Reappointments

Formal Meeting of Richmond City Council  
Monday, June 27, 2016 – 6:00 p.m.

Education and Human Services Standing Committee recommends approval of the following appointments:

<u>Board Name</u>	<u>Criteria for Appointment</u>	<u>Applicant Name</u>	<u>Terms</u>
<b>Advisory Board of Recreation and Parks</b> (13 members) <a href="#">(page 2)</a>	7 <sup>th</sup> District resident	Orville A. Shroades-Clevenger <a href="#">(page 3)</a>	06/27/2016 – 03/11/2019 <i>Succeeding Michael J. Gilbert, resigned</i>
<b>Social Services Advisory Board</b> (9 members) <a href="#">(page 6)</a>	Resident of the city	Preston A. Page <a href="#">(page 7)</a>	06/27/2016 – 06/22/2017 <i>Succeeding Stasia R. Kodadek, resigned</i>

# Advisory Board of Recreation and Parks

## Vacancy Chart

*as of*

September 11, 2016

The Advisory Board of Recreation and Parks shall consist of 13 members. All members are appointed by motion of City Council. One member shall be nominated by the Board of Directors of the Monroe Park Conservancy to represent the conservancy, one member shall be nominated by the Board of Directors of the Maymont Foundation to represent the foundation, and one member shall be nominated by the Board of Directors of the EnRichmond Foundation to represent the foundation. One member shall be selected from the staff of the city's Department of Parks, Recreation and Community Facilities. One member shall be selected from each of the nine Councilmanic Districts of the City, with each such member to be a resident of the Councilmanic District nominated by the Council member representing such Councilmanic District; provided, however, that should the Council member representing such Councilmanic District fail to nominate a resident of the Councilmanic District within 90 days of a vacancy, whether created by the expiration of a term or otherwise, in the seat assigned to that Councilmanic District, any Council member may nominate a resident of any Councilmanic District to fill such vacancy.

*(Assigned to the Education and Human Services Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Alice McGuire Massie	All members of Council	10/24/2014	Yes	Awaiting application	Monroe Park Conservancy representative
Michael Gilbert	All members of Council	03/11/2016	No	Resigned	7 <sup>th</sup> District representative

**Contact:**

Wanda Marable, Executive Assistant  
Parks, Recreation and Community Facilities  
646-1128

[Wanda.marable@richmondgov.com](mailto:Wanda.marable@richmondgov.com)



**Authorities, Boards, Commissions and Task Forces Application**

(Name of Authority, Board, Commission or Task Force)

**ADVISORY BOARD OF RECREATION AND PARKS**

Title: \_\_\_\_\_  
Name: *Orville A Shroadas-Clevenger*  
Home Address: 003017 Q STREET RICHMOND VA 23223  
Home Telephone: 5404214277 Home Fax: \_\_\_\_\_  
Personal E-Mail Address: ashroades@gmail.com  
Employer: Rental Works  
Job Title: Assistant Service Manager How Long? \_\_\_\_\_  
Business Address: BROAD STREET 6520 RICHMOND VA 23230  
Business Telephone: \_\_\_\_\_ Ext: \_\_\_\_\_ Business Fax: \_\_\_\_\_  
Business E-Mail Address \_\_\_\_\_  
Is Your Place of Employment Located in the city of Richmond  Yes  
Is your Place of Employment Located in the County?  No If Yes, Which County? \_\_\_\_\_  
Are You A City Resident?  Yes If Yes, Which City Council District? 7 Number of Years? \_\_\_\_\_

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?  No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

*I have a Bachelors of Science degree from James Madison University. I bring a strong enthusiasm for the outdoors and parks and recreation. I have always been into recreation through the outdoors. I used the parks throughout Harrisonburg for biking and running. Since moving to Richmond, I go to Chimborazo and Libby Park every day. I also love using Belle Isle and the neighboring park systems throughout Richmond City. I believe that I would bring strong organizational skills and creativeness. I also have a very strong work ethic and are always looking for ways to improve the communities and to encourage people within them to become involved with activities that are put on through Recreation and Parks.*

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

*Church Hill Association. Richmond Clean City Commission.*

Other Community Involvement:



**Authorities, Boards, Commissions and Task Forces Application**

**(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.**

Adam Clevenger 3017 Q Street  
Richmond, VA 23223  
T 540 421 4277  
aoclevenger@gmail.com

**EXPERIENCE**

*Assistant Service Manager, Rental Works  
Richmond, VA — 2014-Present*

- *Provide exceptional customer service to establish and maintain customer relationships*
- *Promoted to a management position after 90 days of employment*
- *Supervise maintenance technicians*
- *Oversee the maintenance of all rental equipment*
- *Assist in sales of new and used equipment*
- *Maintain both the rental and customer databases*
- *Determine new equipment purchase orders*
- *Aid in marketing by creating promotional materials and a new company website*
- *Support the business office with managing customer accounts*
- *Make daily goal-driven tasks to motivate employees*
- *Multi-task by answering a multi-line telephone system while also assisting in-coming customers*

*Administrative Assistant/Caregiver, Stepping Into Help  
Harrisonburg, VA — 2012-2014*

- *Coordinated employee schedules*
- *Managed company payroll*
- *Facilitated all visitations for family members*
- *Ordered and administered medications*
- *Obtained a greater understanding of healthcare practices and quality control standards*

*Manager, James Madison University  
Harrisonburg, VA — 2008-2012*

- *Provided oversight to multiple campus buildings and employees*
- *Interacted with parents, students, faculty and staff on a daily basis*
- *Provided exceptional customer service to a large client base*
- *Established an organized, efficient, and collaborative work environment*
- *Prepared and led weekly meetings for peer Building Managers*
- *Acted as a liaison between interdepartmental staff and students*
- *Gained more confidence and self-motivation to implement new processes*
- *Received Building Manager of the Year Award*
- *Learned to create new building diagrams to improve event planning*
- *Resolved problems among employees and clients when necessary*
- *Organized and prioritized daily and weekly tasks*

*Conference Assistant, James Madison University  
Harrisonburg, VA — 2007-2012*



## Authorities, Boards, Commissions and Task Forces Application

- 
- Assisted incoming camp leaders with any questions and needs
  - Managed equipment delivery, pickup, drop-offs and maintenance
  - Provided a welcoming first impression of the University to all incoming camp attendees
  - Created and dispersed a signage system for all attending camps
  - Received and provided oversight of all conference room requests

### Additional Skills

- Strong, independent, and teamwork personality
- 7+ years of customer service experience
- Energetic and interactive with customers
- Highly organized and detail oriented

### Education

James Madison University, Harrisonburg, VA Bachelor of Sciences, 2012

### Volunteer

- Richmond Clean City  
Church Hill member
- Virginia Mennonite  
Retirement Community  
volunteer
- Fire Department volunteer

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### How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?

*I looked for myself to see if any Commission opportunities were open revolving around the recreation*

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**NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.**

# Social Services Advisory Board

## Vacancy Chart

*As of*  
September 11, 2016

The advisory board shall consist of nine (9) members, all of whom shall be citizens of the City. The Director of Social Services shall assign an employee to act as secretary of the board.

*(Assigned to the Education and Human Services Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Stasia Kodadek	All members of Council	01/21/2016	No	Resigned	Citizen of the city

**Contact:**

Pamelia Watts, Management Analyst I  
Department of Social Services  
804-646-3112  
[Pamelia.watts@richmondgov.com](mailto:Pamelia.watts@richmondgov.com)



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

(Name of Authority, Board, Commission or Task Force)

**SOCIAL SERVICES ADVISORY BOARD**

Title:

Name:

Home Address:

Home Telephone:  Home Fax:

Personal E-Mail Address:

Employer:

Job Title:  How Long?

Business Address:

Business Telephone:  Ext:  Business Fax:

Business E-Mail Address

Is Your Place of Employment Located in the city of Richmond  Yes

Is your Place of Employment Located in the County?  No  If Yes, Which County?

Are You A City Resident?  Yes  If Yes, Which City Council District?  Number of Years?

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?  Yes

If yes, please provide information on the nature of the contract.

*My employer has a contract with Richmond Public Schools to provide tutoring services.*

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

*I am a recent graduate of Old Dominion University with my Bachelors in Sociology/Criminal Justice. I am very passionate about local government and policy. Since high school and throughout my undergraduate matriculation I have served on boards of varying topics which has given the qualities I believe are needed to be apart of a productive and efficient board or commission. Those qualities being, open minded, informed about the population being served, flexible, detailed oriented, critical thinker, and being respectful of others.*

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

N/A

Other Community Involvement:

ODU Women's Center Advocate/Peer Educator/Group Facilitator  
Vice President ODU Student Ambassadors  
ODU National Association of Blacks in Criminal Justice Board Member



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

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*ODU Student Government Association Public Relations Committee Member  
Newport News Public Schools Superintendent Advisory Group on Education Board Member  
Newport News Mayor's Youth Commission Board Member  
Newport News Chief of Police Youth Advisory Group Board Member  
U.S Army Keystone Leadership Youth Leadership Committee*

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**(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.**

*My dream is to become a lawyer and start a non-profit.*

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**How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?**

*Councilwoman Ellen F. Robertson encouraged me to apply*

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