



Advisory Board/Committee Application

DATE:	11/13/2023	NAME:	GUERLY ADONIS
ADDRESS:	4878 COQUINA PL, WESTLAKE FL 33470		
PHONE:	561-201-2801	E-MAIL:	GADONIS@ATLASPARALEGAL.COM
What is the Board/Committee of your choice?		ECONOMIC DEVELOPMENT COMMITTEE	
How long have you lived in the City of Westlake?		1 YEAR 4 MONTHS	
Are you a full-time resident? If not, how many months do you reside in City?			YES
Are you a registered voter?		YES	
Current occupation and employer, if retired, please list previous occupation and employer:		PLEASE SEE RESUME.	
Do you currently hold public office? If so, what is the office?			NO
Please list any business, volunteer, community activities you have been involved in:			
ATLAS CONSULTING FIRM- ADONIS MANAGEMENT- PALM BEACH DOCUMENT SERVICES- ADONIS TRAVEL AGENCY- APEX VIRTUAL PARALEGAL-A&C TITLE			
Have you ever been convicted, plead no contest, plead guilty or had the adjudication of guilt withheld for any criminal offense other than a minor traffic violation? If yes, please explain.			
NO			
Would you and/or any organization with which you are affiliated, benefit from decisions or recommendations made by this advisory board/committee? If yes, explain:			
NO			
Experience. Please list experience and/or and any knowledge, skills, abilities, or qualifications that you possess and believe relevant to the board/committee for which you seek appointment:			
PLEASE SEE RESUME.			

Resumes are encouraged to be attached, and any other information you feel pertinent. This application should be forwarded to the City Clerk, Zoie Burgess: zburger@westlakegov.com or by mail/in person: City of Westlake, City Clerk's Office 4001 Seminole Pratt Whitney Road, Westlake, Florida 33470.

Thank you for volunteering to serve the citizens of Westlake.

LETTER OF INTEREST

CITY COUNCIL APPOINTMENT

NOVEMBER 13, 2023

GUERLY ADONIS

4878 COQUINA PL, WESTLAKE FL 33470

Westlake City Council
4001 Seminole Pratt Whitney Road
Westlake, FL 33470

Re: Letter of Interest

Dear Westlake City Council,

I am writing to express strong interest in being appointed to the currently vacant seat on the Westlake City Council. As a resident of Westlake for over 1 year, I care deeply about our community and believe I have the necessary skills, experience, and passion to serve effectively on the Council.

During my time living in Westlake, I have actively participated in community organizations and causes to help improve our city. This includes volunteering with the Westlake International Cultural Club, helping provide scholarships for 20 local students from Seminole Ridge High School.

In addition to civic involvement, I have over 15 years of management experience that has developed my leadership abilities, communication skills, and analytical thinking. In my current role as Director of Operations and President of Change My Community, I oversee several projects across the state. This work has provided valuable insights into areas like budgeting, project planning, and collaborating across diverse groups to drive progress.

As a Council member, I would leverage this background to address priorities such as upgrading aging infrastructure, stimulating responsible local business growth, increasing public safety services, and promoting thoughtful community development. I am dedicated to representing all residents of Westlake and delivering results that improve quality of life.

In summary, I am excited for the opportunity to apply my enthusiasm and experience on the Westlake City Council. This appointment would allow me to give back to the community my family and I love dearly. It would be a true privilege to serve the city of Westlake.

Thank you for your consideration.

Respectfully,

Guerly Adonis

Guerly Adonis

2023

RESUME

GUERLY ADONIS
GADONIS@ATLASPARALEGAL.COM

4878 COQUINA PL, WESTLAKE 33470 | TEL: 561-201-2801

GUERLY ADONIS
4878 COQUINA PLACE
WESTLAKE, FL 33470

GADONIS@ATLASPARALEGAL.COM | 561-201-2801

Professional Experience:

Advanced Global Consulting Firm (West Palm Beach, FL)

Legal Analyst, June 2020 – Present

- Advise financial services on legal and regulatory matters.
- Conduct legal research and analysis on financial laws and provide counsel to executive team.
- Draft and review business contracts and agreements to assess legal risks.

Change My Community (West Palm Beach, FL)

Director of Operations/ Legal Team, October 2019-Present

- Conduct legal research and analysis on financial laws and provide counsel to executive team.
- Draft and review business contracts and agreements to assess legal risks.
- Oversee day-to-day operations of the office.

Memon Law P.A. (West Palm Beach, FL)

Branch Manager, October 2020 – Present

- Oversee day-to-day operations of branch office
- Manage team of 2 paralegals providing support on client cases
- Liaison between attorney team and clients to address legal needs

Atlas Consulting Firm (West Palm Beach, FL)

Owner, October 2017 – Present

- Founded paralegal consulting firm providing legal research, document drafting, and court filing services
- Manage business operations including marketing, client relations, and financial tracking.

- Completed over 350 client projects with 95% satisfaction rate.

Byrnes Guillaume Attorney at Law (West Palm Beach, FL)

Legal Assistant / Office Manager, June 2013 - June 2017

- Provided administrative support in fast-paced law office.
- Assisted on family law, personal injury, immigration cases.
- Handled client intake, scheduled consultations, filed court documents.

Clerk and Comptroller of Palm Beach County

Deputy Clerk, January 2005 - June 2013

- Oversaw records management, document filing, and information requests.
- Assisted public on court processes and supported court operations.

Office de la Protection du Citoyen (Port-au-Prince, Haiti)

Jurist, March 2001 - May 2004

- Handled legal cases assisting underprivileged citizens secure basic rights and services.
- Provided pro bono counsel and representation to clients unable to afford legal help.
- Worked collaboratively with team of 10 lawyers and assisted with training new legal volunteers.

Volunteer Experience:

American Red Cross- West Palm Beach, FL

Disaster Volunteer, July- August 2004

- Provide urgent relief support to communities affected by disasters including hurricanes, floods
- Aid with shelter setup, bulk distribution of emergency supplies, food service, and client intake.

New Hope Christian Center- West Palm Beach, FL

September 2014- March 2020

- Supporting youth ministry activities
- Welcoming members and visitors as a greeter

- Preparing and serving food for church events

Clerk and Comptroller of Palm Beach County

Jan 2006- March 2006

- Assisted pro se litigants by reviewing documents and providing guidance on proper filings and procedures.

Champions Karate Academy- Lake worth, Fl

2017 – Present

- Assist students on the karate competition team with, planning, and preparing for tournaments.
- Mentorship
- Organize end of year ceremony and awards for competition team.

Change My Community- West Palm Beach, FL

2019 – Present

- Lead community service organization in planning fundraising events and coordinating volunteer opportunities.
- Develop partnerships with local nonprofits to connect volunteers and meet community needs.

Westlake International American Cultural Club (L.A.C.C.)

May 2023- Present

Education:

- Taft Law School (class of 2021)

Executive Juris Doctor

- Florida Atlantic University (class of 2012)

Criminal Justice

- Palm Beach State College (class of 2010)

Associate of Arts

- Faculté de Droit et des Sciences Economiques, Haiti (class of 1999)

Law Degree

Professional Affiliations:

American Bar Association

Haitian Lawyers Association

Languages:

- English
- French
- Haitian Creole

References:

- Pastor Siaka Kone

561-255-1444

- Byrnes Guillaume, Esq.

561-201-8350

- Roslyn Atilus, Esq.

954-260-4703

- Barbara Memon, Esq.

561-827-8118

- Antoine Dumas, Esq.

973-855-0265

- Yves Corioland

305-300-0613