

Print

Advisory Board & Committee Interest Form - Submission #28536

Date Submitted: 4/9/2025

Last Name*

REAVES DEVEAUX

First Name*

DEBORAH

District # You Live In.*

2

Home Address*

2238 Charleston Street

City*

Hollywood

State*

FL

Zip Code*

33020

Home Phone

9548424074

Cell Phone

9546621903

Email Address*

debd11331@aol.com

Owner or Renter *

OWNER

Number of years as city resident*

60

Are you registered to vote in Broward County?*

Yes

Education (highest degree / level)

14

Occupation*

RETIRED

Work Phone

N/A

Business Name*

LIBERIA CIVIC ASSOCIATION

Business Address

2400 CHARLESTON ST

City

Hollywood

State

FL

Zip Code

33020

Identify the board / committee(s) to which you request appointment (Please rank in order of preference)

Selection (1)*

African American Advisory Council



Selection (2)*

Education Advisory Committee



Selection (3)*

None



Selection (4)*

None



Affordable Housing Advisory Committee - Questions*

Please answer these five questions above. 1. In your opinion what is the greatest challenge to keeping housing affordable in Hollywood? 2. Which of the following disciplines are you most skilled? • Home Purchase Education, • Housing Market Employment. • Housing Market Stability. • Affordable Housing Construction. * Affordable Housing Activism. 3. Which of the following disciplines are you most passionate? • Ownership Housing Affordability, • Rental Housing Affordability, • Housing Market Stability, • New Housing Construction, * Fair Housing. 4. What (if any) life experience motivated you toward volunteerism? 5. What role does housing diversity play in Hollywood's economic health?

African American Advisory Council - Questions*

1. The greatest challenge facing the African American Community in Hollywood would be financial and housing. 2. I would be available to dedicate a minimum of 8 hours a month to the AAAC initiatives. 3. I am skilled in the disciplines of Education, Housing and Cultural Awareness. 4. I am very passionate about Education and Cultural Awareness. 5. Growing up and becoming a single parent in the Hollywood Liberia Community was most impactful in steering me towards volunteering to help service others in the community.

Please answer these five questions above. 1. What is the greatest challenge facing the African American Community in Hollywood? 2. How many hours per month can you dedicate to AAAC initiatives? 3. Which of the following disciplines are you most skilled? * Education, * Employment, * Economics, * Cultural Awareness, * Housing. 4. Which of the following disciplines are you most passionate? * Education, * Employment, * Economics, * Cultural Awareness, * Housing. 5. What (if any) life experience motivated you toward volunteerism?

Artwork Selection Committee - Questions*

Please answer these five questions above. 1. What are your primary interest in City Government and City Services? 2. Why do you want to join the Artwork Selection Committee? 3. What other relevant organizations, clubs, or associations were you previously, and/or currently are involved in? 4. Are you available to attend regular committee board meetings scheduled for the Second Monday each month at 5:30pm? 5. What is your one area of highest interest related to the Arts within the City of Hollywood?

Civil Service Board - Questions*

Please answer these five questions above. 1. Describe your involvement with establishing, reviewing and interpreting policies and procedures? 2. Describe your involvement in employment practices including interviewing, testing, hiring, selection and promotion, demotions, transfers, etc. 3. Describe your knowledge of Civil Service and its purpose. 4. Why do you want to serve on this Civil Service Board? 5. Are you a continuous resident of and continuous registered elector in the City of Hollywood?

Community Development Advisory Board - Questions*

Please answer these five questions above. 1. Do you reside in a low and moderate income (LMI) neighborhood in Hollywood per the most recent US Census data? A Hollywood LMI Map is located at www.hollywoodfl.org on the Community and Economic Development webpage. 2. What Community Development issues do you believe are the most important to Hollywood? 3. What is your definition of a healthy neighborhood? 4. What do you believe is the vision and primary work of the Community Development Advisory Board? 5. What do you believe uniquely qualifies you to serve on the Community Development Advisory Board?

Education Advisory Committee - Questions*

1. The current challenges facing education is the division caused by charter schools, testing and boundaries. 2. I would be available to dedicate a minimum of 8 hours a month to the AAAC initiatives. 3. The primary work of the Education Advisory Committee is to advise the Commission on the needs within our local schools. 4. The Committee must decide on what's most important on a priority level that will be most impactful to the students and staff. 5. The Committee will know of its mission accomplishments by measuring it's goals and results on a bi-annual and yearly basis.

Please answer these five questions above. 1. What are the current challenges facing education? 2. What is your vision for education in Hollywood? 3. What do you see as the primary work of the Education Advisory Committee? 4. With only one meeting a month, the Committee is limited in what it can do. How does/should the Committee decide what's most important? 5. How can the Committee know if its mission and goals are being accomplished?

Employees' Retirement Plan - Questions*

Please answer these five questions above. 1. Are you familiar with the State's Sunshine Laws (Chapter 119 of the Florida Statutes)? 2. Are you available to attend in person regular monthly Board meeting (typically held the 4th Tuesday of each month)? 3. What knowledge, skills and/or abilities will you bring to the Employees' Retirement Plan? 4. What do you believe are the responsibilities of a trustee on a municipal retirement plan board? 5. Are you familiar with municipal defined benefit retirement plans and/or have previous experience serving on a municipal retirement plan board?

Firefighters' Pension Board - Questions*

Please answer these five questions above. 1. What knowledge, skills and abilities would you bring to the meetings? 2. What experience do you have with firefighter pensions? 3 What is your financial background? 4. How many years have you lived in Hollywood? 5 How familiar are you with local retirement systems?

General Obligation Bond Oversight Advisory Committee - Questions*

Please answer these four questions above. Why do you want to join the GO Bond Oversight Advisory Committee? 2. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. 3. Which Bond interests you the most? Public Safety? Parks/Golf/Open Space or Neighborhoods & Resiliency? 4. What is your perspective on city quality of life, healthy neighborhoods, economic development & a strong tax base?

Historic Preservation Board - Questions*

Please answer these five questions above. 1. How have you prepared yourself to serve on the Historic Preservation Board? 2. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. * Personal experiences, * Professional experiences. 3. What is your perspective on balancing growth of the City's tax base, within the Historic Districts, while maintaining neighborhood stabilization? 4. How would you balance historic architecture with modern architectural styles? 5. What do you like about the City's different Historic Districts?

Hollywood Centennial Celebration Committee*

Please answer these five questions above. 1. What is your primary interest in serving on the Committee? 2. What is your financial/accounting background? 3. What knowledge, skills and abilities would you bring to the meetings? 4. What other organizations and/or associations were you previously, and/or currently involved with? 5. Are you available to attend regular committee meetings? (dates to be determined by all members)

Hollywood Housing Authority - Questions*

Please answer these five questions above. 1. In your opinion what is the greatest challenge to keeping housing affordable in Hollywood? 2. Which of the following disciplines are you most skilled? * Property Management, * Affordable Housing Administration, * Housing Market Stability, * Affordable Housing Construction, * Affordable Housing Activism. 3. Which of the following disciplines are you most passionate? * Property Management, * Rental Housing Affordability, * Housing Market Stability, * New Housing Construction, * Fair Housing. 4. What (if any) life experience motivated you toward volunteerism? 5. What role does housing diversity play in Hollywood's economic health?

Marine Advisory Board - Questions*

Please answer these five questions above. 1. What is your involvement with the City of Hollywood's Waterways? 2. What will guide your decisions on this board? 3. Are you able to dedicate 2-3 hours a month to attend the meetings? Attendance is paramount to this Board being able to get things done. 4. Are you currently or have you been a boater, marine industry professional or involved in any other marine related industry? 5. What is your vision for the city of Hollywood's Waterway system?

Parks, Recreation & Cultural Arts Advisory Board - Questions*

Please answer these six questions above. 1. How many events have you attended in the past year at any of the parks and athletics facilities in the City? 2. How many City-sponsored special events have you attended for the past year? 3. Are you available to attend regular Board meetings? Regular meetings are on the 1st Thursday of the month for 8 months per calendar year. 4. What is your one area of highest interest related to the parks, recreation and cultural arts for the City? 5. What other relevant organizations, clubs, or associations were you previously, and/or currently are involved in? 6. How does parks, recreation and cultural arts contribute to quality of life?

Planning & Development Board - Questions*

Please answer these five questions above. 1. How have you prepared yourself to serve on the Planning and Development Board? 2. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. * Personal experiences, * Professional experiences. 3. What is your perspective on balancing growth of the City's tax base while maintaining neighborhood stabilization? 4. What recent developments within the City are most proud of? 5. What is a Comprehensive Plan?

Police Officer's Pension Board - Questions*

Please answer these five questions above. 1. What is a fiduciary? And what is your responsibility to the police pension plan as a fiduciary? 2. What is the Sunshine Law? 3. What is Asset Allocation & Diversification? 4. Explain the history of Chapter 99-1 and Chapter 185? 5. Define the role of the Actuary and the Auditor?

Sister Cities Advisory Committee - Questions*

1. Do you speak more than one language? If so, what languages do you speak? 2. Do you have experience in travel, cultural exchange, and/or fund-raising? Please describe. 3. Which Sister City focus areas are you most passionate about: a. Art and Culture; b. Business and Trade; c. Community Development; d. Youth and Education. 4. What (if any) life experience motivated you toward volunteerism? 5. Please describe why you are interested in serving on the Sister Cities Advisory Committee.

Sustainability Advisory Committee - Questions*

Please answer these five questions above. 1. Why do you want to join the committee? 2. Have you attended any committee meetings? If so, how many? 3. What knowledge, skills, and abilities would you bring to the committee if appointed? 4. What other organizations, clubs, or associations are you involved in? 5. Are you available to attend regular committee and subcommittee meetings? Regular meetings are held monthly with subcommittee meetings held as needed. 6. What types of projects would you like to see the committee work on?

Young Circle ArtsPark Advisory Board - Questions*

Please answer these five questions above. 1. What are your primary interest in City Government and City Services? 2. How many ArtsPark events have you attended within the past year? 3. What other relevant organizations, clubs, or associations were you previously, and/or currently are involved in? 4. Are you available to attend regular committee board meetings scheduled for the Second Tuesday each month at 5:30 pm? 5. What is your one area of highest interest related to the ArtsPark at Young Circle?

Are you interested in serving on more than one board/committee?*

Yes

If so, how many?*

2

Applicant must attend at least one board/committee meeting prior to consideration of application for every board applied. Please list board/committee meetings you attended in the last year?*

AAAC

Are you currently on a County or City Board?*

Yes

If yes, please describe

LIBERIA CIVIC ASSOCIATION

If you are applying for a board / committee, which has specific requirements / categories, please detail how your background and/or experience meets the required criteria.*

With a background in administrative capacity as well as volunteering in community service and the ability to organize various events I would be an asset to assist in developing programs and events surrounding both education and the AAAC..

Please describe your professional and/or volunteer experience or background, which best qualifies you for selection to the board / committee.*

I am genuinely a people person that enjoys serving others. I believe that I would be able to assist in developing programs, initiatives and events surrounding both education and the AAAC..

Are you presently employed by the City of Hollywood?*

No



If so, in what capacity?*

NONE

Attach Resume (only .doc and .pdf files)*

Updated Resume 2025.pdf

Deborah Reaves-Deveau

2238 Charleston Street, Hollywood, FL Phone: 954-842-4074

debd11331@aol.com

Administrative Executive Assistant/Accounting/Payroll

Summary: Highly skilled, organized professional, dependable and efficient Office Personnel with over 10 years of accounting and office administration. Also, with over 9 years of experience in the retail industry and over 5 years as a Counter Manager in retail sales. A dynamic, versatile and professional individual, familiar with many aspects of office operations, business organization and operations. Able to perform and process multiple office functions and equipment. Works well in a multi-task environment with an ability to work autonomously and extemporaneously. Proficient in Client Database, Sales Reports, Cash Register Operation, Accounts Payable, Payroll, Microsoft Office (Word, Outlook, Publisher and Excel), Canva, Photo Shop, Power Point, and Quicken.

Core Skills:

- High Quality Friendly Customer Service
- Strong Work Ethic, Detail Oriented
- Public Relations/Marketing/Accounting
- Organizational Development
- Register/POS/Computer Skills/Data Entry
- Multi-task Capabilities
- Administrative Professional
- Self-Directed & Analytical
- Planning & Teamwork
- Verbal & Written Communication

Accomplishments:

- Organizing community events and presentations.
- Increasing event attendance by more than 50 %.
- Demonstrating exemplary customer service standard, average of 30% in repeat sales.
- Ensure that the department operates in accordance with company guidelines to help achieve profitability.
- Training new associates to assist them in increasing client sales and product knowledge.

Experiences

Community/Volunteer Service:

- Volunteer with several community agencies, event coordinator and public relations administrator with local churches and community organizations. Spearhead various events including conferences, cruises, parties, weddings, concerts, etc.

- Liberia Civic Association in the City of Hollywood Board Member (Sept. 2023- Present)
- Hollywood Rotary Club Member (2023 to Present)
- Former City of Hollywood Education Advisory Council Member (Jan. 2010 – May 2012)
- Victory Restoration Community Development Executive Administrator (2005 to present)
- Americans Reaching Many Services Board Member (2009 to present)
- Sisters Meet Up Women's Support Group (2018 to present)
- Victory Restoration Tabernacles Administrative Asst/Event Planner (2005 to present)

Employment History

Macy's Stores – Aventura & Pembroke Lakes, FL – Aventura & Pembroke Lakes Mall

Cosmetic Counter Manager

- Assist the Sales Manager in the daily operations of the beauty counter and provide administrative support.
- Aid customers in selection of skin care products, advise them and perform make up applications.
- Receive & count money for purchases or payments, provide receipts and statements, deposits.
- Periodically review, update and interpret records for analysis of business performance sales results

Deborah Reaves-Deveaux (continued)

Macy's Stores - Ft. Lauderdale, FL – Galleria Mall

Beauty Consultant – Retail Sales Associate - Fashion Watch Specialist

- Assist the Sales Manager in daily operations of the beauty counter and provide administrative support
- Educate and assist customers in selection of skin care products and make up application
- Periodically review, update and interpret records for counter and analyze sales performance results
- Perform and exceed sales goals by executing Macy's initiatives with pride and responsibility
- Receive incoming merchandise and set up case line and displays for visual merchandising
- Communicate with various vendors to meet the needs of customer preferences and special events
- Provide excellent customer service, interact and respond to customer, associate and management concerns

Memorial Healthcare (formerly Tenet Healthcare Systems) - Hollywood, FL

Accounting Specialist

- Execute daily operations of ECM & Lawson Processing Systems.
- Receive and review scanned invoices from vendors, sort various documents for business transactions.
- Match invoice with purchase order documents and code expenses
- Verify details of transactions, disbursements, reconcile vendor statements; prepare account statements, reports.
- Compute & record expenses & refunds, construction projects, freight charges and rentals.
- Train incoming employees on invoice processing for Lawson.

Tenet Healthcare System - Hollywood, FL

Accounts Payable Clerk & Department Secretary (Facility Management/Security)

- Reconcile vendor statements, assist payroll back up, complete daily reports, maintain account records
- Receive and review invoices from vendors and coordinate with purchase order and expense codes
- Compute and record expenses, refunds, construction projects, freight charges and rentals or damaged goods.
- Assist the Director of Facilities and Asst. Admin. Of Support Services in daily office operations.
- Prepare labor reports and payroll processing; receive and distribute petty cash expenses
- Maintain policy and procedure manuals for department and Joint Commission

Burdines Stores, Inc. - Hollywood, FL - South FL Region

Salesperson – Retail Sales

- Make a connection with customers, inspiring the customer to buy, celebrating the purchase.
- Maintain selling floor presentations and restocking merchandise as needed.

Edison Brothers Shoe Stores, Inc. - Ft. Lauderdale, FL - South FL Region

Floor & Assistant Manager – Retail Sales

- Manage and supervise from 2-16 people; staffing schedule, time sheets and payroll.
- Provide excellent professional customer service, interact with employees, corporate office and management
- Receive and ship merchandise, conduct inventory control
- Operate cash register, prepare financial reports and complete bank deposits

Education

Broward College, Hollywood, FL

Business, Sales & Marketing Management Courses for Associate Degree

Additional Training

References: City of Hollywood Former Vice Mayor Linda Anderson

Henry Graham, L.E.S. Director

Dr. Basil Phillips, Global Impact Village Director