

Print

Advisory Board & Committee Interest Form - Submission #1889

Date Submitted: 3/2/2017

First Name*

Kristin

Last Name*

Herman-Druck

District # You Live In.*

3

Home Address*

802 N 31 Rd

City*

Hollywood

State*

Fl

Zip Code*

33021

Home Phone

Cell Phone

305-609-5809

Email Address*

ksvh16@yahoo.com

Owner or Renter *

Own

Number of years as city resident*

18

Are you registered to vote in Broward County?*

Yes

Education (highest degree / level)

Bachelors

Occupation*

Architect - Senior Construction Project Manager

Work Phone

954-844-4675

Business Name*

Memorial Healthcare System

Business Address

3501 Johnson St.

City

Hollywood

State

Fl

Zip Code

33021

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

Selection (1)*

Planning & Development Board

Selection (2)*

None

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*

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?

Audit Committee - Question*

Please answer the these five questions above. 1. What is your primary interest in serving on the Audit 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).

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*

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. What is your primary interest in serving on the Board of the City of Hollywood Employees' Retirement Fund? 2. What relevant organizations, clubs, or associations are you currently (or previously been) involved with? 3. Are you available to attend in person the regular monthly Board meetings (typically held the 4th Thursday of each month)? 4. What knowledge, skills and/or abilities will you bring to the Employees' Retirement Fund 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?

Green Team Advisory Committee - Questions*

Please answer these five questions above. 1. Why do you want to join the green team? 2. Have you attended any green team meetings? If so, how many? 3. What knowledge, skills, and abilities would you bring to the green team 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 on the 4th Thursday of the month and 1st Thursday for subcommittee meetings. 6. What types of projects would you like to see the committee work on?

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 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?

Neighborhood Watch Advisory Board - Questions*

Please answer these five questions above. 1. What do you see as the function of the Neighborhood Watch program? 2. What do you feel you could bring as a member of the Neighborhood Watch Advisory Board? 3. How do you plan to recruit Area Coordinators and grow the network of Neighborhood Watch members? 4. Are you proficient in social media and computer skills? 5. This position requires 8 hours a month, are you able to commit time that this position requires?

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*

- 1) As a current member of the City of Hollywood Planning and Development Board, this experience, along with 19+ years of Architecture experience, provides me the ability to discuss and be subjective of projects and growth for the City of Hollywood.
- 2) Personal Experience; I have, even from a very young age, been intrigued by design and construction. Today, I still help friends or family looking to do design changes or upgrades. It makes me feel good to help out others in areas that are easy for me, but may be difficult for them. Professional experience; As an Architect, I have actually been on the opposite side of the "Board" many times. I have had to submit and present to a number of municipalities for Variance, Design and Site Plan consideration. This experience offers me the ability to have firsthand experience of being on both sides of the Board, as presenter and as board member.
- 3) The Tax Base and Neighborhood Stabilization work hand in hand. Federal and state grants are presented and determined for a reason. It is a needed source for cities to have these sources available for growth and stabilization of its existing and new infrastructure. As a resident, I am pleased to see the changes the City of Hollywood has made to better our surrounding and the positive impact it has on our residence to in turn upgrade and maintain as well.
- 4) I feel that the City should be most proud of the development of Hollywood Beach, Hollywood's 441 area and Hollywood's US 1 area. To see the growth and improvement, the City should be proud that these areas will have a new sense of appeal and safety within the community.
- 5) A comprehensive plan is a term used to describe a community's goal in terms of development and planning. These can include not only structure and building but also transportation, utilities and recreation.

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?

Unsafe Structures Board - Questions*

Please answer these five questions above. 1. What legal document describes the process by which buildings and structures are designated unsafe? 2. What is the difference between unsightly and unsafe? 3. Once a notice is posted on an unsafe structure by the Building Official, how many occupants are allowed to enter the structure? 4. Can construction work that was commenced without a building permit be deemed unsafe? 5. What is the significance of the code requiring a citizen with experience and background in social problems to sit on the Unsafe Structures Board?

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?*

No

If so, how many?*

1

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?*

P&D Current Member

Are you currently on a County or City Board?*

Yes

If yes, please describe

Planning and Development Board

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 over 19 years of Architecture experience, in all phases of design and construction, I feel this provides me with the ability to review and speak about the topics this board is presented, with the integrity the City of Hollywood expects. See attached

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

Professional; 19+ years of design and construction in South Florida. Volunteer; 2 years as board member/board chair for the Membership Committee for the AIA Fort Lauderdale Chapter. City of Hollywood P&D Board; 2013–current. See attached.

Are you presently employed by the City of Hollywood?*

No

If so, in what capacity?*

n/a

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

City of Hollywood Planning and Development Kristin Herman Druck
Resume and Q and A 2017.pdf

Kristin S. Herman-Druck, RA

802 North 31st Road, Hollywood, Florida 33021 | 305-609-5809 | ksvh16@yahoo.com | Cherokee Nation C0164389

ARCHITECT - PROJECT MANAGER

Accomplished Project Manager with 19 years of professional experience in the areas of design, planning, project management, client relationship development, and construction administration. Proven ability to develop construction documents, invoicing/billing, vendor management, as well as monitoring daily progress of large complex projects and professional team members. Recognized for effective communication with clients and adhering to standards established by local authorities having jurisdiction. Track record of providing optimum client satisfaction. Reputation of being consistent with delivering projects within budget and time constraints without compromising quality.

CORE COMPETENCIES

Architecture Design | Project Management | Contract Management | Strategic Planning
Budget Management | Quality Assurance and Control | Team Management | A & E Coordination
Construction Administration | Code Compliance and Interpretation

TECHNICAL SKILLS

·Highly Proficient in MS Outlook, Word, Excel, MS Project, iAccess, e-Builder and Revenue Accounting Software

EDUCATION

BALL STATE UNIVERSITY | BARCH | 1999

- Major: Bachelor of Architecture
- Major: Bachelor of Environmental Design

VOLUNTEER

CITY OF HOLLYWOOD | PLANNING AND DEVELOPMENT BOARD | 2013 - CURRENT

- Board Architect

AIA BROWARD COUNTY | MEMBERSHIP COMMITTEE | 2012 - 2014

- Committee Member 2012 - 2013
- Committee Chair 2013-2014

CERTIFICATIONS

LEAN SIX SIGMA YELLOW BELT - LEAN YELLOW

NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS - NCARB

PUBLICATIONS

MEDICAL CONSTRUCTION & DESIGN | MAY/JUNE 2014 | VOLUME 10, ISSUE 3

- Good Design = Good Business; Three key design factors of freestanding emergency department interiors
- Pages 64-65

GS&P DIALOGUE | FEBRUARY 2014

- Freestanding ED Fever- Designing to Exceed Expectations
- <http://www.greshamsmith.com/dialogue/february-2014/freestanding-ed-fever-designing-to-exceed-expectat>

Kristin S. Herman-Druck, RA page 2

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PROFESSIONAL EXPERIENCE

GRESHAM, SMITH AND PARTNERS | JANUARY 2017 – CURRENT

SENIOR CONSTRUCTION PROJECT MANAGER

GRESHAM, SMITH AND PARTNERS | NOVEMBER 1999 – DECEMBER 2016

PROJECT MANAGER | 2012 – 2016

PROJECT ARCHITECT | 2010 – 2012

- Over 19 years of experience in the architecture field; including planning, design, production and construction administration, for a variety of projects for clients in both the private and the public sectors.
- Solid background in the Healthcare industry with a full working knowledge of the implementation of AHCA, NFPA Life Safety Code and the Florida Building Code.
- Project Management experience in proposals and contracts, leading a professional team throughout the design, production and construction phases, maintaining the project schedule and financial work breakdown structure, and fostering client relationships as their trusted advisor.
- Project Manager of 29, AOR on 28, active projects with a total net revenue of \$6.4M; roughly 300K net revenue monthly.

PROJECT EXPERIENCE

- **Jackson North Medical Center, North Miami Beach, FL** – Project Manager. This 2-phase project is to design a major expansion and the renovation to the existing facility which will feature a modernized surgical department, an emergency department twice its original size, a new ICU to include 30 patient rooms and a brand new main entrance and lobby area. Estimated construction cost of \$75 Million.
- **Cypress Creek Medical Pavilion & Ambulatory Surgical Center, Cypress Creek, FL** - Architect of Record, Project Manager. The project includes the design and construction of a new 2-story, 80,000-square-foot building with an 18,000-square-foot Ambulatory Surgical Center tenant improvement on the first floor. This project is currently in final Construction Document phase. Estimated construction cost of \$16 Million.
- **Tenet Healthcare - West Boca Medical Center/Florida Medical Center/Delray medical Center - Freestanding Emergency Department, Multiple Locations, FL**— Architect of Record, Project Manager. The project includes the development of a 10,000-square-foot tenant build-out for a freestanding emergency department, as well as the program development of the emergency department's functional services. The project also includes a radiology department that consists of an ultrasound room, CT-scan and R/F room, 11 emergency treatment rooms and a full-function lab.
- **Center for Innovative Medicine - New Building, South Miami, FL**—Architect of Record, Project Manager. GS&P is designing a new, four-story, 60,000-square-foot building in South Miami. The project area includes development of approximately 21,810 square feet of land. The building includes covered parking areas on the first, second and third floors of the building and an open-air parking area on the fourth floor. The building is styled with sleek and modern features, representing the advanced medical services offered, as well as to complement the emerging South Miami neighborhood. The exterior of the building will be clad with a variety of interesting and progressive materials, to include aluminum cladding decorative metal screens, opaque structural glazing, tinted and clear glass, and a smooth textured white stucco finish.

REFERENCES

CARLOS SIRGO	MARTA MCNAB	BEATRIZ OROPESA	MOUJI LINAREZ-CASTILLO
Vice President	Account Executive	Accountant	Director of Pre-Construction
Robins & Morton	NORA	Gresham Smith & Partners	DPR
954-410-2431	305-588-0392	305-335-2818	561-307-0714

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?

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2) Personal Experience; I have, even from a very young age, been intrigued by design and construction. Today, I still help friends or family looking to do design changes or upgrades. It makes me feel good to help out others in areas that are easy for me, but may be difficult for them. Professional experience; As an Architect, I have actually been on the opposite side of the "Board" many times. I have had to submit and present to a number of municipalities for Variance, Design and Site Plan consideration. This experience offers me the ability to have firsthand experience of being on both sides of the Board, as presenter and as board member.

3) The Tax Base and Neighborhood Stabilization work hand in hand. Federal and state grants are presented and determined for a reason. It is a needed source for cities to have these sources available for growth and stabilization of its existing and new infrastructure. As a resident, I am pleased to see the changes the City of Hollywood has made to better our surrounding and the positive impact it has on our residence to in turn upgrade and maintain as well.

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5) A comprehensive plan is a term used to describe a community's goal in terms of development and planning. These can include not only structure and building but also transportation, utilities and recreation.

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

With over 19 years of Architecture experience, in all phases of design and construction, I feel this provides me with the ability to review and speak about the topics this board is presented, with the integrity the City of Hollywood expects. As a resident of Hollywood for many years, I care about what happens with the City's growth. Board members not only need the professional, educated background in order to review and discuss projects but also the personal connection of how residents feel about their city and neighborhoods. These together equip me with the ability to provide the City with solid and fair reviews and suggestions.

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

Professional experience; 19+ years of design and construction in South Florida.

Volunteer experience; 2 years as board member and board chair for the Membership Committee for the American Institute of Architects Fort Lauderdale Chapter.

City of Hollywood Planning and Development Board; 2013–current.

Advisory Board & Committee Interest Form - Submission #1860

Date Submitted: 2/15/2017

First Name*	Last Name*	District # You Live In.*
Michael	Housman	4

Home Address*	City*	State*	Zip Code*
4651 Sheridan St	Hollywood	FL	33021

Home Phone	Cell Phone	Email Address*
9543284218	9543284218	compwiz1@bellsouth.net

Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County? *	Education (highest degree / level)
owner	37	Yes	bachelor

Occupation*	Work Phone
IT	9543284218

Business Name*
self employed

Business Address	City	State	Zip Code
3771 N PARK RD	HOLLYWOOD	FL	33021

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

Selection (1)*	Selection (2)*
Green Team Advisory Committee	Community Development Advisory Board
Selection (3)*	Selection (4)*
Parks, Recreation & Cultural Arts Advisory Board	Historic Preservation Board

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*

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?

Audit Committee - Question*

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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?

I reside in Emerald Hills not an LMI

I think the most important areas for development are Liberia and the area south of Addicks. When I was campaigning for President I noticed that that area is completely over looked and the people that live there are not payed attention to and they are the forgotten voters of Hollywood.

A healthy neighborhood is one that has persons living and able to work in close proximity to where they live. Also in order for a neighborhood to healthy and vibrant the citizens that live there need to be heard and respected. Not ignored.

The vision of that board is to make sure that all areas of Hollywood from the ocean to the western parts of our city are kept in good working order and that everyone should be happy and want to live in this city.

What makes me qualified to be this board is that i am a person that can see what is going on not from a politicians point of view but from a citizens point of view. Like written earlier i saw while working on a campaign that areas of Hollywood are not looked at and that owners/landlords should try and get some help to get those people out of poverty and make them p-art of society.

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*

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*

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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?

As a person that lives on this planet I see how much water, electricity, and other natural resources that we have in Hollywood are wasted. I want Hollywood to become a leader in LEED and other green initiatives that can make us the place that persons want to move to.

One meeting about 2 years ago.

I read all the time about light bulbs, water conservation, charging stations for cars. I love Hollywood and I think on the ocean side and on the 95 corridor as well as shopping centers we should promote and encourage green initiatives.

I was part of the committee that met every month that was Broward County.

I am available to attend meetings.

Projects i would like to see: charging stations for electric cars, promote more use of Hollywood trolley to ease congestion on the ocean A1A side. Fix the the lighting that is on the water tower that faces I95 that is an eye sour

Please answer these five questions above. 1. Why do you want to join the green team? 2. Have you attended any green team meetings? If so, how many? 3. What knowledge, skills, and abilities would you bring to the green team 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 on the 4th Thursday of the month and 1st Thursday for subcommittee meetings. 6. What types of projects would you like to see the committee work on?

Historic Preservation Board - Questions*

I have been prepared to always want to to preserve all areas of Hollywood.

My personal experience is living in Brookline Ma and seeing that there are areas of the town that well preserved and other areas where there is no "voice" from the voter or population that allows changes to buildings and areas that shoild be preserved. I think that in places on the ocean side and the parks, and the downtown area that need to be preserved. When traveling around the country I see old streets where there are buildings that are from the 50's or 60's where the store fronts maintain the tile work and sometimes the name that was there that on the store front or the name of the building is kept. That shows the history and the preservation of what was there for all to see.

I think the balance should be keeping the downtown area the facads and other items that would be in keeping with a look and still be able to make Hollywood look modern and up to date. We need to increase or tax basis all around Hollywood is major developments like Dania Point, Gulfstream Park, the mall that use to be in Plantation that had Macy's and other sores has been torn down is being replaced with a multi use project that includes stores, restaurants, and other foot traffic items that will encourage persons that want to come there. Hollywood does not have anything like that.

The balance needs to be keeping parts of Young Circle that it was designed. Maybe the old Hollywood Bread building can keep the name of the building and make it work with its new project that is replacing it. We are building to many hotels that are high rises in this city that are taking away from the beauty that encompasses the Art Park.

I overall like the different districts in our city. Downtown including Art Park and the streets feeding off the circle.

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?

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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?

Neighborhood Watch Advisory Board - Questions*

Please answer these five questions above. 1. What do you see as the function of the Neighborhood Watch program? 2. What do you feel you could bring as a member of the Neighborhood Watch Advisory Board? 3. How do you plan to recruit Area Coordinators and grow the network of Neighborhood Watch members? 4. Are you proficient in social media and computer skills? 5. This position requires 8 hours a month, are you able to commit time that this position requires?

Parks, Recreation & Cultural Arts Advisory Board - Questions*

60- events attended

6 special events

Yes, available to attend regular board meetings

My highest interest would be the beach and boardwalk

Boy Scouts

By having great cultural events and the best beach in South Florida it makes the Hollywood area go to area for all of south Florida

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?

A fiduciary is an individual that represents another persons interests.
 My responsibility would be to make sure that police that have invested there salary and what the city has placed in there box is invested and is available to them when they retire.
 The sunshine law is there so that what is discussed in public and private is available for all to see, no secret meetings.

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?

Unsafe Structures Board - Questions*

Please answer these five questions above. 1. What legal document describes the process by which buildings and structures are designated unsafe? 2. What is the difference between unsightly and unsafe? 3. Once a notice is posted on an unsafe structure by the Building Official, how many occupants are allowed to enter the structure? 4. Can construction work that was commenced without a building permit be deemed unsafe? 5. What is the significance of the code requiring a citizen with experience and background in social problems to sit on the Unsafe Structures Board?

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?*

Green

Are you currently on a County or City Board?*

Yes

If yes, please describe

Environment

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.*

n/a

selection to the board / committee.*

I have been on the green committee/environment committee for Broward and my temple green committee

Are you presently employed by the
City of Hollywood?*

No



If so, in what capacity?*

n/a

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

Micaeel Housman Resume Updated December 2016.doc

MICHAEL B. HOUSMAN

Hollywood, Florida 33021 michael.housman@bellsouth.net

(954) 328-4218

A Network/Desktop Support Specialist focused on providing exceptional support, expertise and response who has served thousands of personnel in multiple sites with diplomacy and tact.

CORE COMPETENCIES

Systems: Windows Server 2010, Windows XP/7/10, DOS, MAC OS, Exchange 2010

Networks: 802.11a/b/g, TCP/IP, DNS, DHCP

Software: Internet Explorer, Firefox, Chrome, NAVCorporate Edition, McAfee, Kaspersky, AVG, TrendMicro, Office365/One Drive, Kronis, Oracle Virtual Box

Hardware: Business Computers (HP & Dell), Surface, laptops, RICOH/Xerox-MFP, Cisco IP Phone, iPhones iPads, switches, wireless routers, Magtek reader

Administration: Altiris Deployment Console, Symantec VIP Manager, Google Business, CheckPoint Smartconsole, Symantec Endpoint Protection, Peoplesoft

Service and Support: ServiceNOW, Altiris Helpdesk, TightVNC, Remedy, Hyena, BMC RemedyForce, Fischer, Microsoft LYNC, Cisco Agent Desktop,

Remote Desktop: Windows Remote Desktop, Bomgar, TightVNC, Team Viewer, DameWare, PC Anywhere, Citrix, LogMeIn, DropBox

Connectivity: Verizon, AT&T, & Sprint, Airwatch, MobileIron

Healthcare Industry software: Rx30, XWindows, PuTTY, Vx Windows (Enterprise) SilverLink, Mocha, OptiPlex, ImageCast, CareCast, Soveria, and iSuite (Phillips)

IT Support/Desktop Support

September 2016-December 2016

Prime Group, Hollywood

Desktop Support for 75 employees at multiple South Florida locations.

Purchase, configure, and setup users computers

Active Directory and Exchange Console functions including user password and groups

Specialized administrative setup for building and construction

Help Desk Engineer Support

November 2014-August 2016

VITAS Healthcare, Miramar

- Investigation and resolution of software and hardware problems for computer users.
- Answering, evaluating, and prioritizing incoming telephone calls: average 35/day.
- ServiceNOW, Voicemail, email, remote access (Bomgar), and in person requests for hardware, software, networking, and mobile devices.
- Collect information about problems and use diagnostic procedures to determine sources of error.

- Handles problem recognition, research, resolution, and follow-up for problems resolution.
- Provide multi-level support for desktops, laptops, printers, wireless devices including WIFI and mobile devices (iPhone and iPads) using Airwatch.

Fanatics Network and Desktop Support using MAC and PC's

Desktop Support Engineer

July 2013-May 2014

Molina Healthcare of Florida, Doral

- * Supported 700 employees in 20 locations as point of contact for desktops, laptops, printers and peripherals issues
- * Eliminated 600 item inventory of obsolete equipment reducing corporate taxes and physical space
- * Provided Install, Move, Add and Change (IMAC) services by simultaneously installing 15 computer batches and responding to modifications as required
- * Served as Administrator for AD, Symantec EndPoint Server, Altiris Deployment Console and Kronos
- * Provided Remote access for Administrative purposes by Dameware and Bomgar

Desktop Administrator

November 2011-May 2013

Commcare Pharmacy, Fort Lauderdale

- * Provided and implemented all desktop support for 75 users at 3 locations
- * Configured all desktops and laptops for Windows 7 deployment and addressed configuration issues using TightVNC for remote access
- * Provided all support and configuration for Lexmark 6 series, Xerox Cube and RICOH MFP printers including scanning to desktop and faxing from desktop
- * Administrator for all users using AD, Sonic Wall, Gmail, WinPak

Desktop Support Specialist

March 2011- June 2011

MCNA Dental Plans, Fort Lauderdale

- * Provided all helpdesk and desktop support for users including scanning.

Desktop Support Specialist

August 2009-September 2010

HighTech Group – Consultant to Memorial Healthcare Systems

- * Facilitated major system upgrade and provided training to staff
- * Provided project leadership for reduction of Outlook Inbox size and assuring use of robust passwords for thousands of staff members
- * Managed Administrative Rights for hospital programs such as Mocha, ImageCast and CareCast

Compwiz of Florida, Hollywood

March 1996-March 2009

- * Provided hardware and software consulting services including implementation and support to individuals, corporations, and small businesses

- * Provided Desktop, Windows Support for large hospital using Remedy ticket system
- * Manage backups, restores, and disaster recovery
- * Provided IMAC services
- * Deployed SMS images for 50 laptops
- * Replaced Dell desktops and monitors that were under warranty
- * Used Dame Ware remote software for troubleshooting
- * Companies served: Aventura Hospital, Memorial Healthcare Systems, Compaq/Franklin Templeton Investments, Wachovia, Bermello, Ajamil & Partners(Architectural Firm), Berkowitz, Dick, Pollack & Brant (International Accounting Firm), KellyTractor, J.W. Charles Financial Services, and Ryder Systems

PROFESSIONAL CERTIFICATIONS

Microsoft Certified Professional (MCP)	2004
HIPPA Training	2011- 2014
HDI Certified Desktop Support Technician	February 2016

EDUCATION

BARRY UNIVERSITY, Miami Shores	1990-1993
Bachelor of Science in Management Information Systems	

Print

Advisory Board & Committee Interest Form - Submission #1813

Date Submitted: 1/17/2017

First Name*	Last Name*	District # You Live In.*	
Steven	Hurst	5	
Home Address*	City*	State*	Zip Code*
7442 McKinley	Hollywood	FL	33024
Home Phone	Cell Phone	Email Address*	
754-816-5785	954-270-7661	hurst01@bellsouth.net	
Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County? *	Education (highest degree / level)
owner	66	Yes	AS
Occupation*		Work Phone	
Certified Financial Planner Professional		954-270-7661	
Business Name*			
SunStone Wealth Management			
Business Address	City	State	Zip Code
1995 E. Oakland Park Blvd Ste 105	Ft. Lauderdale	FL	33306

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

Selection (1)*	Selection (2)*
Employees' Retirement Plan	None
Selection (3)*	Selection (4)*
None	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*

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?

Audit Committee - Question*

Please answer the these five questions above. 1. What is your primary interest in serving on the Audit 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).

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*

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*

1. To help in the administration of the Retirement Benefits for the employees of the City of Hollywood.
2. I have been a member and the chair of the Internal Audit Committee for the Broward County Schools (16 years) and I am an Arbitrator for the regulator body called FINRA since 1992.
3. I am available to attend Monthly meeting or any special meeting.
4. I have been in Financial Services since 1983, I have taught classes at Nova Southeastern University and Barry University, and I have been involved with all kinds of investments.
5. Yes I am familiar with Municipal Defined Benefit plans

Please answer these five questions above. 1. What is your primary interest in serving on the Board of the City of Hollywood Employees' Retirement Fund? 2. What relevant organizations, clubs, or associations are you currently (or previously been) involved with? 3. Are you available to attend in person the regular monthly Board meetings (typically held the 4th Thursday of each month)? 4. What knowledge, skills and/or abilities will you bring to the Employees' Retirement Fund 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?

Green Team Advisory Committee - Questions*

Please answer these five questions above. 1. Why do you want to join the green team? 2. Have you attended any green team meetings? If so, how many? 3. What knowledge, skills, and abilities would you bring to the green team 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 on the 4th Thursday of the month and 1st Thursday for subcommittee meetings. 6. What types of projects would you like to see the committee work on?

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 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?

Neighborhood Watch Advisory Board - Questions*

Please answer these five questions above. 1. What do you see as the function of the Neighborhood Watch program? 2. What do you feel you could bring as a member of the Neighborhood Watch Advisory Board? 3. How do you plan to recruit Area Coordinators and grow the network of Neighborhood Watch members? 4. Are you proficient in social media and computer skills? 5. This position requires 8 hours a month, are you able to commit time that this position requires?

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?

Unsafe Structures Board - Questions*

Please answer these five questions above. 1. What legal document describes the process by which buildings and structures are designated unsafe? 2. What is the difference between unsightly and unsafe? 3. Once a notice is posted on an unsafe structure by the Building Official, how many occupants are allowed to enter the structure? 4. Can construction work that was commenced without a building permit be deemed unsafe? 5. What is the significance of the code requiring a citizen with experience and background in social problems to sit on the Unsafe Structures Board?

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?*

No

If so, how many?*

1

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?*

none

Are you currently on a County or City Board?*

No

If yes, please describe

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.*

My knowledge of various benefit plans and issues that are involved.

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

My professional experience in finance for 30+ years, Legal knowledge from being an arbitrator and Chairperson on a variety of arbitrations and my volunteering for the Internal Audit Committee for Broward County Schools.

Are you presently employed by the City of Hollywood?*

No

If so, in what capacity?*

none

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

Resume Steven1 CFP.doc

RESUME

Steven A. Hurst, CFP®

7442 McKinley Street
Hollywood, FL 33024

954-270-7661 Cell

SUMMARY

Dynamic, effective Certified Financial Planner and Investment Advisor Registered at Invest Financial having 30+ years of experience in the Financial Services industry with a Certified Financial Planner™ (CFP) designation servicing all tiers of clients. Provides cutting edge knowledge of Compliance, Ethics, Estate Planning, Retirement Planning, Tax Planning and Investment Planning as an adjunct professor/instructor at three universities for CFP Programs. Easily establishes a beneficial rapport with highly qualified clients, new hires and long-term financial advisers using superb communication and organizational skills. Highly proficient in all facets of financial and insurance disciplines for portfolio performance optimization.

EXPERIENCE

(Financial Industry Positions)

Invest Financial Corp.

SunStone Wealth Management (DBA) Ft. Lauderdale, FL.

Independent CFP, Professional

2012 to current

Approved website: www.sunstonewealth.com

With computer programs geared to financial planning provide Comprehensive Financial Plans along with the implementation of Insurance Planning, Investment Planning, Tax Planning, Retirement Planning and Estate Planning thru Invest Financial Corp as the broker dealer and Pershing as the Transfer Agent. In addition provide Financial Planning support to other financial professional for their clients.

METLIFE FINANCIAL SERVICES, Plantation, FL

**Registered Representative, Investment Advisor Representative, Investment Team,
Past Training Director**

2004 to 2012

Production of 200+ multi-tiered personalized client portfolios with wide-ranging investments. Comprehensive initial investment and compliance training for regulatory requirements for new and established financial representatives for entire branch office. As an Investment specialist coordinates client-oriented education programs for advisors for new business development or advanced markets, and works with the 250 MetLife representatives in South Florida (West Palm Beach to South Miami) to help close the sale.

LINCOLN FINANCIAL ADVISORS, Deerfield Beach, FL

Certified Financial Planner, January 2003 - December 2004

Presented financial plans to new and established high income clients increasing the growth and market share of the company. Participated in opportunity mining and achieved targeted sales goals in Set-up, Enrollment meetings and the Management of 401K plans.

MORGAN STANLEY INVESTMENTS, Hallandale, FL

Associate Vice President, Investments, 1983 - December 2002

Maintained a 700+ personal investment client base over a 20-year period. Positions held at branch office included Mutual Fund Coordinator, Unit Trust Coordinator, Credit Source Coordinator, Choice account Coordinator, and Computer Coordinator. Obtained Director's Club designation in 1990. Awarded the Dean Witter #1 Sears Financial Center in the Southeastern U.S. as Account Executive-in-Charge in Hollywood, FL. Was promoted to Associate Vice President of sales in 1992. Sales force leader meeting targeted goals while increasing the growth and market share of the company within the brokerage community.

(Teaching Positions)

BARRY UNIVERSITY, Miami, FL

Adjunct Instructor, February 2008 to June 2009. Innovative teaching of Certified Financial Planning (CFP) course materials. Developing and presenting all exams,

maintaining student records, submitting final grades and evaluations to the university. In addition provided creative presentation of course materials for various programs including Introduction to Certified Financial Planning, Insurance Planning, Retirement Planning, Investments and Estate Planning.

KAPLAN UNIVERSITY, Chicago, IL

Certified Financial Planner Instructor, 2004 to 2006

Presentation of the "CFP Exam Prep Live Review" 48 hour course of intensive classroom assessment of the most heavily tested topics on the CFP® Certification Examination, in a traditional classroom setting. The Courses focuses on exam topics and builds knowledge, comprehension, and real world experience through application, analysis, and case evaluation. In addition provided online live presentation of course materials for Retirement Planning.

NOVA SOUTHEASTERN UNIVERSITY, Davie, FL

Adjunct Instructor, March 2003 to 2005

Creative presentation of course materials for various programs including Introduction to Certified Financial Planning, Insurance, Retirement Planning, Investments and Estate Planning. Developing and presenting all exams, maintaining student records, submitting final grades and evaluations to the university.

EDUCATION

Certified Facilitator for "The Complete Financial Management Workshop", Financial Education Worksite Program by Emerald Companies, San Diego, CA, 2010.

"Train the Trainer" Program, Boston MetLife, 2007

Financial Profiles and Forecaster Training Chicago 2007

Certified Financial Planner (CFP), Nova Southeastern University, 2000
(Certification 2002)

Licenses 215 Life, Health, and Variable Annuities (current)

Series 7, Series 63 and Series 65 Certification, 1983 to Current

A.S. Business Management, University of the State of New York, 1980

ASSOCIATIONS

(Professional)

Financial Planning Association (FPA) of Greater Ft. Lauderdale, 2002 to Present

President of the Chapter in 2010

FINRA (NASD) Board of Arbitrators, Industry Panel Chairperson, 1994 to Present

FINRA (NASD) Board of Arbitrators, Industry Panelist, 1992 to Present

(Voluntary)

Business Development Committee, City of Hollywood, FL, Past Chairman, 2006
to 2009

Flamingo Gardens Orchid Society, Davie, FL, President, 1996 to 2011

Broward County School Board, Internal Audit Committee, Vice Chair Person, and
Chair Person 1994 to 2012

Member of Numerous Business Development Networks throughout

Ft. Lauderdale, Weston, and Hollywood, Florida. Currently Co- Chair of
the Ambassadors for the Hollywood Chamber of Commerce.

Print

Advisory Board & Committee Interest Form - Submission #1919

Date Submitted: 4/7/2017

First Name*

Daniel

Last Name*

Janecek

District # You Live In.*

23

Home Address*

3945 FERN FOREST RD

City*

Hollywood

State*

FL

Zip Code*

33026

Home Phone

17543043223

Cell Phone

17543043223

Email Address*

dsjanecek@gmail.com

Owner or Renter *

Renter

Number of years as city resident*

1

Are you registered to vote in Broward County?*

Yes

Education (highest degree / level)

Bachelors Degree

Occupation*

Vice President of Tax

Work Phone

305-374-5700

Business Name*

Crescent Heights Realty

Business Address

2200 Biscayne Blvd

City

Miami

State

FL

Zip Code

33137

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

Selection (1)*

Affordable Housing Advisory Committee

Selection (2)*

Education Advisory Committee

Selection (3)*

None

Selection (4)*

None

Affordable Housing Advisory Committee - Questions*

1) The issue in Hollywood, as well as all of Broward is that due to the high rent prices, investors grab houses as quickly as they go to market. This in turn increases both market and rent prices. The need to help occupying buyers obtain home ownership is key.

2) Probably education

3) Ownership housing affordability, which in turn is related to fair housing

4) My recent move and my personal struggles to find affordable housing

5) Housing diversity is a sub tier of affordable housing. If housing becomes affordable, you will achieve diversity.

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*

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?

Age-Friendly Community Task Force - Question*

Please answer these five questions above. 1. What steps do you believe the City needs to take in creating an Action Plan that will help Hollywood become more age friendly? 2. How can you be most effective in the area you plan to represent on the Committee? 3. Do you have experience in encouraging and promoting public policies? 4. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. a. Personal experiences: b. Professional experiences: 5. How have you prepared yourself to serve on the Age Friendly Committee?

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) Having my children in public school, I feel the biggest challenge is the current curriculum as well as keeping children motivated
- 2) My vision would be to see how we could structure the system so that it allows for maximum learning. One method I would like looking into is getting away from 'grade level' studies and moving to 'talent level' studies. This would allow one child that is better in math to progress faster than other subjects.
- 3) To advise the school administration any potential improvements we feel could be made
- 4) Emailing agendas and getting input from the committee members prior to the meeting
- 5) Feedback from the school administration

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. What is your primary interest in serving on the Board of the City of Hollywood Employees' Retirement Fund? 2. What relevant organizations, clubs, or associations are you currently (or previously been) involved with? 3. Are you available to attend in person the regular monthly Board meetings (typically held the 4th Thursday of each month)? 4. What knowledge, skills and/or abilities will you bring to the Employees' Retirement Fund 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?

Green Team Advisory Committee - Questions*

Please answer these five questions above. 1. Why do you want to join the green team? 2. Have you attended any green team meetings? If so, how many? 3. What knowledge, skills, and abilities would you bring to the green team 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 on the 4th Thursday of the month and 1st Thursday for subcommittee meetings. 6. What types of projects would you like to see the committee work on?

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 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?

Neighborhood Watch Advisory Board - Questions*

Please answer these five questions above. 1. What do you see as the function of the Neighborhood Watch program? 2. What do you feel you could bring as a member of the Neighborhood Watch Advisory Board? 3. How do you plan to recruit Area Coordinators and grow the network of Neighborhood Watch members? 4. Are you proficient in social media and computer skills? 5. This position requires 8 hours a month, are you able to commit time that this position requires?

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?

Unsafe Structures Board - Questions*

Please answer these five questions above. 1. What legal document describes the process by which buildings and structures are designated unsafe? 2. What is the difference between unsightly and unsafe? 3. Once a notice is posted on an unsafe structure by the Building Official, how many occupants are allowed to enter the structure? 4. Can construction work that was commenced without a building permit be deemed unsafe? 5. What is the significance of the code requiring a citizen with experience and background in social problems to sit on the Unsafe Structures Board?

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?*

None

Are you currently on a County or City Board?*

No

If yes, please describe

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.*

My experience with the business community through out my career.

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

I have donated my services to many not for profit and activist organizations as well as sat on 2 boards.

Are you presently employed by the City of Hollywood?*

No

If so, in what capacity?*

n/a

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

Current Resume of Daniel Janecek.doc

DANIEL JANECEK

3945 Fern Forest Road
Hollywood, FL 33026
dsjanecek@gmail.com

Cell (754) 304-3223
Home (813) 319-3689

SUMMARY

- **Diversified accounting / finance professional with over twenty six years of experience in accounting, tax, and compliance work**
- **Expert in establishing and implementing accounting and cost / tax reduction strategies and systems**
- **Diverse set of analysis and accounting skills, including planning, financial and management reporting, cost benefit analysis, and process improvement and redesign**
- **Skilled project manager with ability to manage multiple priorities simultaneously**
- **Years of experience in tax preparation, research and compliance**

PROFESSIONAL EXPERIENCE & ACCOMPLISHMENTS

Crescent Heights Realty- Miami, FL –Associate Director of Tax August 2016 - Current

- Prepared and reviewed tax returns for the ultra high net worth principals and their holdings
- Prepared and reviewed Partnership, estate, trust and other tax returns, including foreign holdings
- Reviewed and consulted on Principal estate planning and life insurance policies
- Worked with partners, staff, and outside counsel in researching and resolving compliance and regulations issues

Thompson-Smith CPAs LLC – Ft Lauderdale, FL – Senior Tax Accountant January 2016 – July 2016

- Prepared and reviewed tax returns including high net worth individual returns, corporate returns, partnership returns, trust returns and not for profit returns
- Completed comprehensive valuation analysis of acquisition targets and spearheaded due diligence efforts that resulted in many successful mergers and acquisitions
- Worked directly with clients in reviewing acquisition synergies and suggesting strategies that resulted in substantial operational cost reduction
- Worked with clients in creating and implementing computerized analytical systems
- Worked with partners and staff in researching and resolving compliance and regulations issues

Smith & Associates CPAs - Tampa, FL – Senior Tax Accountant Sept. 2012 – December 2015

- Prepared and reviewed tax returns including high net worth individual returns, corporate returns, partnership returns, trust returns and not for profit returns

Abrams & McKeever CPAS – Cresskill, NJ– Senior Tax Accountant May 2007 – Sept. 2012

- Prepared and reviewed tax returns including high net worth individual returns, corporate returns, partnership returns, trust returns and not for profit returns
- Completed comprehensive valuation analysis of acquisition targets and spearheaded due diligence efforts that resulted in many successful mergers and acquisitions
- Worked directly with clients in reviewing acquisition synergies and suggesting strategies that resulted in substantial operational cost reduction

Ideal Homes - Punta Gorda, FL - Accountant and Financial Developer 2006 - 2007

- Organized and oversaw a three month buy side due diligence engagement for a horizontal purchase of construction business that included a complex financial statement carve-out, development of stand alone cost requirements and pro forma balance sheets and working capital requirements.
- Planned, coordinated, and managed all accounting departments. Ran human resource department for a short interim period.
- Organized 2006 year end tax returns and financial statements
- Created financial plans that secured close to a million dollars in funding of various construction projects

Janeczek & Pipkorn Accounting – Milwaukee, WI - Tax Accountant 1993 to 2006

- Prepared over 300+ individual and 80+ business (1120, 1065, 1120S) tax returns annually
- Prepared monthly and quarterly Financial Statements for over 50+ clients quarterly. These included all state and federal returns i.e. Sales and Use tax as well as annual licensing reports
- Consulted with clients regarding all aspects of running a business and compliance regulations
- Started and operated a full service payroll company. Included direct deposit, quarterly and annual reports and all tax payments
- Managed and mentored staff

EDUCATION

Bachelor of Business Administration in Accounting and Management Information Systems

University of Wisconsin – Milwaukee 1988 through 1993

SOFTWARE PROFICIENCIES

ProSystems Tax, Ultra Tax, CCH Checkpoint, Quickbooks, Peachtree, Lacerte Tax Software, Excel, Word, Macpractice, BNA Law, BNA depreciation

Print

Advisory Board & Committee Interest Form - Submission #1925

Date Submitted: 4/11/2017

First Name*

Julia

Last Name*

Johnson

District # You Live In.*

2

Home Address*

1919 Van Buren Street,
#703A

City*

Hollywood

State*

FL

Zip Code*

33020

Home Phone

Cell Phone

305-962-6694

Email Address*

jcjohnson8689@gmail.com

Owner or Renter *

Renter

Number of years as city
resident*

2 months

Are you registered to vote
in Broward County?*

Yes

Education (highest
degree / level)

Some College

Occupation*

Sustainable Programs Manager

Work Phone

954-765-5906

Business Name*

SMG/Broward County Convention Center

Business Address

1950 Eisenhower
Boulevard

City

Fort Lauderdale

State

FL

Zip Code

33316

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

Selection (1)*

Green Team Advisory Committee

Selection (2)*

None

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*

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?

Age-Friendly Community Task Force - Question*

Please answer these five questions above. 1. What steps do you believe the City needs to take in creating an Action Plan that will help Hollywood become more age friendly? 2. How can you be most effective in the area you plan to represent on the Committee? 3. Do you have experience in encouraging and promoting public policies? 4. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. a. Personal experiences: b. Professional experiences: 5. How have you prepared yourself to serve on the Age Friendly Committee?

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*

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. What is your primary interest in serving on the Board of the City of Hollywood Employees' Retirement Fund? 2. What relevant organizations, clubs, or associations are you currently (or previously been) involved with? 3. Are you available to attend in person the regular monthly Board meetings (typically held the 4th Thursday of each month)? 4. What knowledge, skills and/or abilities will you bring to the Employees' Retirement Fund 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?

Green Team Advisory Committee - Questions*

1. I want to join the green team because I am passionate about sustainability and preserving our environment. I have recently moved to Hollywood and am receiving regular emails about events in the community and would like to become more involved.
2. I have not yet attended any green team meetings, but am looking forward to the event being held at Arts Park at Young Circle on Friday, April 21st.
3. I am currently employed at the Broward County Convention Center as the Sustainable Programs Manager. I am a LEED AP+ O&M (Accredited Professional with a specialty in Building Operations and Maintenance) as well as a Certified Sustainability Manager (CSM). I believe that my experience working with both the center in achieving its current LEED for Existing Buildings Gold Certification (2012), our upcoming LEED recertification (2017); and working with our meeting planners and clients to conduct green meetings and events, would bring a new perspective to the Green Team Advisory Committee.
4. I am also a member of the South Florida Chapter of the USGBC and GMIC. I was recently a guest panelist/speaker at Green Meetings Industry Day held on April 6, 2017 at the Margaritaville Hollywood Beach Resort Hotel.
5. I would be available to attend regular committee and subcommittee meetings.
6. I would like to become familiar with the committee and its current and past projects before suggesting any new projects that I might like to see them work on.

Please answer these five questions above. 1. Why do you want to join the green team? 2. Have you attended any green team meetings? If so, how many? 3. What knowledge, skills, and abilities would you bring to the green team 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 on the 4th Thursday of the month and 1st Thursday for subcommittee meetings. 6. What types of projects would you like to see the committee work on?

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 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?

Neighborhood Watch Advisory Board - Questions*

Please answer these five questions above. 1. What do you see as the function of the Neighborhood Watch program? 2. What do you feel you could bring as a member of the Neighborhood Watch Advisory Board? 3. How do you plan to recruit Area Coordinators and grow the network of Neighborhood Watch members? 4. Are you proficient in social media and computer skills? 5. This position requires 8 hours a month, are you able to commit time that this position requires?

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 135? 5. Define the role of the Actuary and the Auditor?

Unsafe Structures Board - Questions*

Please answer these five questions above. 1. What legal document describes the process by which buildings and structures are designated unsafe? 2. What is the difference between unsightly and unsafe? 3. Once a notice is posted on an unsafe structure by the Building Official, how many occupants are allowed to enter the structure? 4. Can construction work that was commenced without a building permit be deemed unsafe? 5. What is the significance of the code requiring a citizen with experience and background in social problems to sit on the Unsafe Structures Board?

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?*

No

If so, how many?*

0

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?*

None so far.

Are you currently on a County or City Board?*

No

If yes, please describe

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.*

My background operating and maintaining sustainable office buildings and the Convention Center brings unique experience to the committee as resident of the City of Hollywood. I have a wide-range of hands-on experience with sustainability initiatives.

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

I am currently employed at the Broward County Convention Center as the Sustainable Programs Manager. I am a LEED AP+ O&M (Accredited Professional with a specialty in Building Operations and Maintenance) as well as a Certified Sustainability Manager (CSM)

Are you presently employed by the City of Hollywood?*

No

If so, in what capacity?*

N/A

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

Julia Johnson - Resume 2017.doc

JULIA C. JOHNSON
1919 Van Buren Street, Apt. 703A
Hollywood, FL 33020
(305) 962-6694
Email: jcjohnson8689@gmail.com

QUALIFICATIONS/SKILLS:

- As Sustainable Programs Manager for the Greater Fort Lauderdale/Broward County Convention Center in July 2012, responsibilities include role of LEED AP+ in application and management of the facility's LEED recertification efforts in 2017, including gathering and upload of all pertinent application documentation for LEED online; Safety Manager (including completion of OSHA 30-hour training for facility); assisting Director of Operations with future operating and capital budgets; and capital project management.
- LEED Project Team Manager and Facility Project Consultant with Sustainable Options, LLC, working on the LEED for EB: O&M Certification, for the Greater Fort Lauderdale/Broward County Convention Center in Fort Lauderdale, Florida. The project began in April 2009 and LEED Gold Certification was achieved on July 16, 2012. Responsibilities included the sustainable consulting, capital project management, facilities staff extension, assisting Director of Operations with future operating and capital budgets and gathering and upload of all pertinent application documentation for LEED online.
- Assisted with LEED certification services for multiple projects with Sustainable Options, LLC.
- Experience working with LEED-EB: O&M (EBOM), LEED for Green Buildings Operation & Maintenance (GBOM), Green Globes and Energy Star.
- Proficient in LEED Online, Energy Star, Word, Excel, Outlook and various Building Automation Systems.
- Over 20 years' experience in commercial property management.
- Direct and supervisory responsibility of property managers and maintenance/engineer staff of up to 15 people, including hiring, performance reviews, compensation, development and other Human Resource issues.
- Direct and supervisory management of Class A and Class B office, office-flex, retail, and industrial properties in excess of 3,500,000 square feet.
- Preparation of budgets and business plans, along with review and approval process with ownership.
- Oversight of monthly/quarterly and annual financial and operational reporting.
- Contract negotiation of vendor contracts to ensure economies portfolio-wide.
- Managed capital and building improvement projects totaling over \$7,500,000.
- Excellent interpersonal, verbal, written and organizational skills.

EXPERIENCE:

- **SMG/Broward County Convention Center** – July 2012 to Present
Sustainable Programs Manager and OSHA 30-hour Safety Manager
- **Sustainable Options LLC** – March 2009 to July 2012
LEED Project Manager and Facilities Manager for LEED projects in South Florida (including LEED certification of Broward County Convention Center)
- **Transwestern Commercial Services, Miami, FL** – July 2005 to February 2009
Vice President Management Services – SE Region
- **Trammell Crow Company, Coral Gables, FL** – April 2005 to July 2005
Property Manager
- **Terranova Corporation, Miami, FL** – 2003 to 2005
Director of Property Management
- **Insignia/ESG, Inc., Miami, FL** – 2000 to 2003 (n/k/a CB Richard Ellis)
Senior Property Manager

- **Cushman & Wakefield of Florida, Inc., Miami, FL** – 1999 to 2000
Associate Portfolio Manager
- **Glenborough Realty Trust, Inc., San Mateo, CA** – 1997 to 1999
Property Manager – Ft. Lauderdale, FL
- **Burger King Corporation, Miami, FL** – 1991 to 1997
Asset Manager – 1994 to 1997
Real Estate Legal Assistant – 1991 to 1994

EDUCATION:

- Received Certified Sustainability Manager (CSM) Designation - 2016
- LEED AP+ Operation & Maintenance – May 2010, May 2012, May 2014 and May 2016
- Miami-Dade College, Miami, Florida – Ongoing coursework toward degree
- CCIM – Financial Analysis for Commercial Real Estate – 1994
- Various Management Training Workshops – Burger King Corp. 1993 to 1997
- IREM – Coursework toward CPM designation:
 - Understanding Financial Calculations & Strategies for Real Estate Managers
 - Marketing & Leasing Strategies for Office Buildings
 - Developing Human Resource Strategies for Real Estate Managers

CITY OF HOLLYWOOD
ADVISORY BOARD/COMMITTEE INTEREST FORM

(Must Attach a Resume or Brief Biography and print/type all information)

Form must be filled out completely

Name: NATALIE O JOHNSTON Date: 4/10/17
Home address: 4001 S OCEAN DR PH9 Zip Code: 33019
Home phone: N/A Cell phone: 305-710-2007 E-mail: natalie.j321@comcast.net
Number of years City resident: 5 owner?: renter?: ☒ District # you live in: 1
Occupation: PROJECT MANAGEMENT ASSISTANT
Business name: GES (GROUNDWATER ENVIRONMENTAL SERVICES INC)
Business address: 6500 NW 12TH AVE SUITE 119 Zip Code: 33309
Work phone: 866-565-7650 EXT 3322 Fax: 866-334-9883
Education (highest degree/level): B.S Are you registered to vote in Broward County? (y/n) Y

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

- (1) GREEN TEAM
- (2) PARKS, RECREATION AND CULTURAL ARTS ADMINISTRATIVE OFFICE
- (3) AGE FRIENDLY COMMUNITY TASK FORCE
- (4)

Are you interested in serving on more than one board/committee? (y/n) Y

If so, how many? AT LEAST TWO

Please describe your professional and/or volunteer experience or background which best qualifies you for selection to the board/committee (attach additional documentation if desired): I have volunteered with FLIPPANY + DANIA PATCH AND ON THE BOARD OF HEAL THE PLANET

If you are applying for a board/committee which has specific requirements/categories (see board/committee booklet), please detail how your background and/or experience meets the required criteria: N/A

GREEN TEAM MEETING 4/21 5-8pm NOT SURE ON CALENDAR WHEN THE PARKS + AGE FRIENDLY MEETINGS ARE.

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? I plan to

attend GREEN TEAM MEETING 4/21 5-8pm

Are you currently on a County or City board? If yes, please describe: NO I AM NOT

Please indicate if you are presently employed by the City of Hollywood? (y/n): N

If so, in what capacity? N/A

Signature: Natalie Johnston.

Please return this application to:

By Mail: Office of the City Clerk, 2600 Hollywood Blvd, Room 221, Hollywood, Florida 33020,

Fax: 954-921-3233 or **email:** pcerny@hollywoodfl.org For more information, call 954-921-3211.

NATALIE O. JOHNSTON

Hollywood, FL 33019

305-710-2007 nataliejohnston@gmail.com

www.linkedin.com/in/nataliejohnston

Project Management Assistant

Results-driven and detail-oriented **Project Management Assistant** with experience in fast-paced, deadline oriented, high-volume environments. Possesses strong analytical, organizational and planning skills with the ability to coordinate efforts in order to achieve high success levels. A mediator and liaison that gets along with all levels of management with great ability to work in teams and multicultural environments. Strengths include:

- Conflict Resolution
- Policy creation
- Process Improvement
- Relationship Building
- Strategic Planning
- Team Leader and Player

Professional Experience

GROUNDWATER & ENVIRONMENTAL SERVICES, INC, FL

2009 –Present

PROJECT MANAGEMENT ASSISTANT

Research, gather and compile data for 10 Project Managers in 4 offices. Provide direct support to project teams for nationwide business process development and training.

- Effectively apply organization skills toward facilitating efficient project execution through document management, vendor financial, accounting management, and business unit charges administration, with a strong focus on delivering high-value projects with quality standards.
- Prepare and maintain project schedules, meeting and training development agenda; Create, amend and track purchase orders/ work orders.
- Maintain internal database for LPO (Loss Prevention Observation/Near Loss), JSA (Job Safety Analysis) and Certificates of Insurance for subcontractors.
- Assist in project tracking, reporting, development, review and finalization of presentations and training modules.
- Manage meeting logistics, conference calls, webinars and travel arrangements for 6 Project Managers and 3 technicians. Provide successful workshop training to 8 offices (including one international office) on internal tracking database program (dashboard) for the payables and deliverables.
- Track invoices and perform comparison of budget to actual expenditures to create weekly and monthly budget reports.

DHL EXPRESS, PLANTATION, FL

2006 - 2008

RETAIL PROGRAM COORDINATOR

Provided effective, consistent customer service support to 4,400 DHL Authorized Shipping Centers (DASC) nationwide. Managed procedures and program execution.

- Worked closely with Program Manager to create and coordinate marketing campaigns, customer training, conferences, meetings, workshops and incentive programs which increased volume in Retail Centers.
- Maintained all Retail Support related records, web mail, set-up of new DHL Authorized Shipping Centers (DASC). Resulted in significant increase in customer satisfaction.

Education & Certifications

Bachelor of Science (BS), Hospitality Management, Minor in Tourism, Florida International University, N. Miami, FL

Associate of Arts, Industrial Microbiology, Centennial College of Applied Arts & Technology, Toronto, Canada

Lean Six Sigma Green Belt, Florida Atlantic University, Boca Raton, FL

Certificate in Project Management Florida Atlantic University, Boca Raton, FL In progress 2017

Diploma, Institute of Nutritional Leadership

Loss Prevention System Training, GES, Ft. Lauderdale, FL

Professional Memberships

Project Management Institute, Inc. ▪ PMI Member

Member of Eta Sigma Delta – International Hospitality Management Honor Society

Software Skills

Microsoft Office Suite, Apple platforms: Mac, iPad, iPhone, SharePoint, BST Enterprise, Google Docs, Internet research

Print

Advisory Board & Committee Interest Form - Submission #1809

Date Submitted: 1/12/2017

First Name*

Jessica

Last Name*

Jones

District # You Live In.*

4

Home Address*

3450 Emerald Pointe Dr
#303A

City*

Hollywood

State*

FL

Zip Code*

33021

Home Phone

Cell Phone

954-483-9474

Email Address*

saje317@yahoo.com

Owner or Renter *

Renter

Number of years as city
resident*

15

Are you registered to
vote in Broward County?
*

Yes

Education (highest
degree / level)

Graduate Degree

Occupation*

Paralegal

Work Phone

Business Name*

Miami-Dade County

Business Address

200 NW 2 Ave

City

Miami

State

FL

Zip Code

33128

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

Selection (1)*

Green Team Advisory Committee

Selection (2)*

None

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*

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?

Audit Committee - Question*

Please answer the these five questions above. 1. What is your primary interest in serving on the Audit 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).

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*

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. What is your primary interest in serving on the Board of the City of Hollywood Employees' Retirement Fund? 2. What relevant organizations, clubs, or associations are you currently (or previously been) involved with? 3. Are you available to attend in person the regular monthly Board meetings (typically held the 4th Thursday of each month)? 4. What knowledge, skills and/or abilities will you bring to the Employees' Retirement Fund 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?

Green Team Advisory Committee - Questions*

1. Why do you want to join the green team? I want to be a more active participant in my community. I have worked for local government for 20 years and have dedicated my life to serving others. Being a part of an advisory committee would allow me to use my civic skills in a different and more engaging capacity.
2. Have you attended any green team meetings? If so, how many? I have not attended any meetings.
3. What knowledge, skills, and abilities would you bring to the green team if appointed? I bring compassion, creativity, enthusiasm and an understanding of the bureaucratic process. I am a fervent supporter of strengthening local initiatives which result in increased civic participation and engagement. My thoughts are that we must all eat and breathe regardless of our socio-economic conditions. Because we all share the need for these basic necessities, the Green Team is in a unique position to bridge the gap between environmental education, sustainable living initiatives and civic participation by creating a conduit where all members of the community can actively participate and have their voices heard.
4. What other organizations, clubs, or associations are you involved in? I currently serve on the Board for the South Florida's chapter of the American Society of Public Administration (ASPA); I am a Bylaw Committee member for Miami-Dade County's (MDC) Goodwill Ambassador program; I am the United Way Employee Campaign Manager for the MDC Finance Department; I am a member of: the United Way Young Leaders program and the UW's Women's Leadership Circle, Zoo Miami's Wild Bunch Young Leader's program and the FIU's Alumni Association.
5. Are you available to attend regular committee and subcommittee meetings? Regular meetings are on the 4th Thursday of the month and 1st Thursday for subcommittee meetings. Yes
6. What types of projects would you like to see the committee work on? Ran of space; will provide my ideas upon request

Please answer these five questions above. 1. Why do you want to join the green team? 2. Have you attended any green team meetings? If so, how many? 3. What knowledge, skills, and abilities would you bring to the green team 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 on the 4th Thursday of the month and 1st Thursday for subcommittee meetings. 6. What types of projects would you like to see the committee work on?

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 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?

Neighborhood Watch Advisory Board - Questions*

Please answer these five questions above. 1. What do you see as the function of the Neighborhood Watch program? 2. What do you feel you could bring as a member of the Neighborhood Watch Advisory Board? 3. How do you plan to recruit Area Coordinators and grow the network of Neighborhood Watch members? 4. Are you proficient in social media and computer skills? 5. This position requires 8 hours a month, are you able to commit time that this position requires?

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?

Unsafe Structures Board - Questions*

Please answer these five questions above. 1. What legal document describes the process by which buildings and structures are designated unsafe? 2. What is the difference between unsightly and unsafe? 3. Once a notice is posted on an unsafe structure by the Building Official, how many occupants are allowed to enter the structure? 4. Can construction work that was commenced without a building permit be deemed unsafe? 5. What is the significance of the code requiring a citizen with experience and background in social problems to sit on the Unsafe Structures Board?

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?*

No

If so, how many?*

0

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?*

0

Are you currently on a County or City Board?*

No

If yes, please describe

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.*

Please see above.

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

Please see above.

Are you presently employed by the City of Hollywood?*

No

If so, in what capacity?*

n/a

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

Jessica Jones Resume Nov 2016.docx

JESSICA A. JONES, MPA

3450 Emerald Pointe Drive #303-A ♦ Hollywood, Florida 33021 ♦ (954) 483-9474 ♦ jonesj@miamidade.gov

QUALIFICATIONS

Eighteen years' experience working at various levels of local and state government alongside policy makers, the judiciary and administrative management teams; possesses a solid background allocating assignments and tasks, taking on additional responsibilities and effectively interfacing with the public, community leaders, clients, peers and senior management.

PROFESSIONAL EXPERIENCE

MIAMI-DADE COUNTY FINANCE DEPARTMENT - *Miami, Florida*

June 2008- Present

Paralegal Collection Specialist, Credit and Collections

- Manages all phases of small claims litigation with full oversight of initial investigation, final charging input, pretrial planning, legal research, court room appearances and monitoring of post-judgment actions.
- Interprets procedures, ordinances, statutes, and rules and regulations and explains departmental policies to interested parties.
- Provides training to new collectors and paralegals on industry best practices specific to municipal debt recovery.
- Selected Contributions:
 - Created informational legal guide for paralegal staff and management.
 - Responsible for preparing monthly unit reports for a staff of forty.
 - Instrumental in providing data for performance and efficiency projects lead by both the Office of Management and Budget and the Office of the Commission Auditor.
 - Ranked #1 in overall collections; exceeded the unit's minimum financial goal three times over.

MIAMI-DADE COUNTY CLERK'S OFFICE - *Miami, Florida*

Court Room Clerk I, Criminal Traffic/Misdemeanor Division

December 1998 – June 2005

County Commission Clerk II, Value Adjustment Board

April 2007- June 2008

- Oversaw the preliminary selection process of Special Magistrates for quasi-judicial proceedings.
- Updated file maintenance system for easier accessibility and evidence preservation.
- Performed internal reviews of all hearing boards and compiled statistical reports accordingly.
- Created a position specific employee reference manual.
- Trained new employees; monitored their skills through progress reports and daily evaluations.

SNYDER & GONZALEZ, P.A. - *Miami, Florida*

August 2006 - April 2007

Case Manager

- Interviewed potential clients and assessed the merits of their claims.
- Negotiated with automobile and health insurance companies, hospitals, physicians and the Social Security Administration to procure successful results for clients.
- Researched applicable law supporting client's rights against defendant tortfeasors.

PART-TIME AND INTERNSHIP EXPERIENCE

VILLAGE OF BISCAYNE PARK - *Miami, Florida*

January 2012 - April 2012

Capital Construction Project – (Graduate Internship)

- Researched historic preservation laws, prepared a comprehensive plan, proposed project alternatives, outlined a dual-project recommendation and provided a detailed list of resources for the Village.
- Assisted village manager by researching federal, state and local historic preservation laws required to properly restore the Village's City Hall uniquely located within a 1933 log cabin.
- Responsible for communicating the vision to local lawmakers and County leaders and spearheaded a grassroots door-to-door constituent campaign to raise awareness of the restoration.

JESSICA A. JONES, MPA

3450 Emerald Pointe Drive #303-A ♦ Hollywood, Florida 33021 ♦ (954) 483-9474 ♦ jonesj@miamidade.gov

MIAMI-DADE STATE ATTORNEY'S OFFICE- *Miami, Florida*

March 2008 - September 2008

Information Processing Operator, Case Processing Center— (Part-time)

- Styled, proofread and managed files in preparation for Felony arraignment hearings.
- Employed significant independent judgment when reviewing case Information before charges were filed by the Division attorney.

BANFIELD PET HOSPITAL - *Pembroke Pines, Florida*

July 1999 - July 2000

Wellness Plan Sales Coordinator— (Part-time)

- Achieved #1 rank in pet wellness plan sales Nationwide.
- Responsible for marketing services to current and prospective clients.
- Initiated a client feedback campaign to improve customer service.

EDUCATION

FLORIDA INTERNATIONAL UNIVERSITY - *Miami, Florida*

2009 - 2012

Master of Public Administration

FLORIDA INTERNATIONAL UNIVERSITY - *Miami, Florida*

2000 - 2002

Bachelor of Science, Public Administration

Graduated Cum Laude

MIAMI-DADE COMMUNITY COLLEGE - *Miami, Florida*

1998 - 2000

Associate of Arts, Public Administration

Graduated with Honors and Distinction

PROFESSIONAL DEVELOPMENT AND CERTIFICATIONS

Community Emergency Response Teams (CERT) Certification

Coping with Emotionally Intense Jobs – American Society for Public Administration (ASPA) Webinar

Implementing Performance Measurement Initiatives: Local and Global Perspectives (ASPA) Webinar

Grant Writing: The Nuts and Bolts (ASPA) webinar

Real Estate Law – Broward College Continuing Education Course

Disaster Management and Homeland Security – FIU Security Workshop

Dealing with Difficult People – MDC Expanded Development

Communications Certificate Program – MDC Expanded Development

Managing Across/Managing Up – MDC Expanded Development

PROFESSIONAL MEMBERSHIPS AND VOLUNTEER ORGANIZATIONS

American Society for Public Administration (ASPA) Board Member, South Florida Chapter – 2016-2017

Goodwill Ambassador Bylaw Committee Member – 2016-2017

United Way Employee Campaign Manager for MDC Finance Department – 2015 to present

Member of United Way Young Leaders and Women's Leadership Circle– 2015 to present