AGENDA

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

Any person who wishes to be heard shall provide the Clerk with his or her name and residence and the agenda item on which he or she wishes to be heard. Such information shall be on a card provided by the County. Once public input begins, there will be no further speaker cards allowed to be submitted to the Clerk for that subject. An individual has three minutes and a person representing an organization has five minutes to address the Board (except that individuals wishing to speak during public hearings pertaining to land use issues will have five minutes). The first person representing the organization will be allowed the five minutes. Subsequently, all other speakers on behalf of that organization have three minutes to address the Board. Once an individual has addressed the Board, he or she will not be permitted to return to the podium for follow-up comments, unless the issue involved is quasi judicial in nature. In that case, the applicant may return to the podium to conclude his or her position at the end of the public hearing.

ADA ASSISTANCE: If you are a person with a disability who needs special accommodations in order to participate in this proceeding, please contact the County Administrator's Office, by phoning (305) 292-4441, between the hours of 8:30 a.m. - 5:00 p.m., no later than five (5) calendar days prior to the scheduled meeting; if you are hearing or voice impaired, call "711".

Pleas note that all time approximate items are listed in bold.

Tuesday, January 19, 2016
Marathon Government Center
2798 Overseas Highway, MM 47.5 (Gulf)
Marathon, Florida

SPECIAL MEETING OF THE LAND AUTHORITY GOVERNNG BOARD

TIME APPROXIMATE

3:00 P.M. CALL TO ORDER
SALUTE TO FLAG

A. ADDITIONS,CORRECTIONS, DELETIONS

1. Approval Of Agenda.

B. EXECUTIVE DIRECTOR SELECTION PROCESS

1. Applicant Presentations And Interviews

Documents: B1.PDF

a. Charles Barrowclough

Documents: B1A.PDF

b. Cynthia Guerra

Documents: B1B.PDF

c. Charles Pattison

Documents: B1C.PDF

2. Public Input

3. Board Discussion And Selection

4. Direction To Staff

LAND AUTHORITY GOVERNING BOARD
AGENDA ITEM SUMMARY

Meeting Date: January 19, 2016 **Department:** Land Authority

Bulk Item: Yes __ No _X_ **Staff Contact / Phone #:** Mark Rosch / 295-5180

Agenda Item Wording: Executive Director selection process.

Item Background: On 12/16/15 a Review Committee consisting of the Land Authority Advisory Committee, Assistant County Administrator Kevin Wilson, and Employee Services Director Teresa Aguiar reviewed and ranked the 34 applications received for the position of Land Authority Executive Director. The Review Committee voted to highly recommend the top three applicants (Cynthia Guerra, Charles Pattison, and Charles Barrowclough). If the Board wishes to go beyond the top three applicants, the Committee voted to recommend the next five highest ranked applicants (James Edwards, Thomas Barnett, Jerry Bell, Timothy Boland, and Jeffrey Walker).

On 1/19/16 beginning at 1 pm the commissioners will conduct one-on-one interviews with the three top-ranked applicants. At 3 pm the commissioners will sit as the Land Authority Governing Board to hear a five-minute presentation from each of the three top-ranked applicants and to further interview these applicants; to receive public input; to engage in Board discussion and select an applicant; and to provide direction to staff regarding further actions such as initiating contract negotiations with the selected applicant or scheduling additional interviews in the event no applicant is selected.

Advisory Committee Action: See above.

Previous Governing Board Action: On 10/21/15 the Board approved advertising the position of Executive Director and established a Review Committee consisting of the Land Authority Advisory Committee, Kevin Wilson, and Christine Hurley. On 12/9/15 the Board modified the Review Committee to replace Christine Hurley with Teresa Aguiar and provided direction to the Review Committee.

Contract/Agreement Changes: N/A

Staff Recommendation: Pleasure of the Board

Total Cost: $_____ **Indirect Cost:** $_____ **Budgeted:** Yes ___ No ___.

Cost to Land Authority: $_____ **Source of Funds:** _____.

Revenue Producing: Yes ____ No ___ **Amount per Month:** _____ **Year:** _____

Approved By: Attorney ___ County Land Steward ___.

Documentation: Included: _X_ Not Required: ___.

Disposition: _____ Agenda Item ____

	Land Authority Executive Director Position Score Sheet - Approved by the Review Committee on 12/16/15												
											High	Medium	Low
	Last Name	First Name	Aguiar	Cook	Green	Matthews	Neal	Sprunt	Wilson	Total	Count	Count	Count
1	Guerra	Cynthia	30	30	30	30	30	30	30	210	7	0	0
2	Pattison	Charles	30	30	30	30	30	30	30	210	7	0	0
3	Barrowclough	Charles	30	30	30	30	30	20	30	200	6	1	0
4	Edwards	James	20	20	20	20	10	20	30	140	1	5	1
5	Barnett	Thomas	20	20	20	20	10	10	30	130	1	4	2
6	Bell	Jerry	20	20	30	20	10	20	10	130	1	4	2
7	Boland	Timothy	20	20	20	20	10	10	20	120	0	5	2
8	Walker	Jeffrey	20	20	20	20	10	10	20	120	0	5	2
9	Crozier	Jeffrey	20	20	20	20	10	10	10	110	0	4	3
10	Haag	Rhonda	10	20	30	10	20	10	10	110	1	2	4
11	McCoy	Nicole	20	20	30	10	10	10	10	110	1	2	4
12	Roberts	Michael	10	20	20	20	10	10	10	100	0	3	4
13	Bradley	Laurence	10	10	20	20	10	10	10	90	0	2	5
14	Davis	Matthew	10	10	20	20	10	10	10	90	0	2	5
15	DeJesus	Todd	10	10	10	10	10	20	20	90	0	2	5
16	Gorman	Jackie	10	10	20	20	10	10	10	90	0	2	5
17	Grover	Ruth	10	10	20	20	10	10	10	90	0	2	5
18	Lubcke	Glen	10	10	20	10	10	10	20	90	0	2	5
19	Van Norden	Lloyd	20	10	10	10	10	10	20	90	0	2	5
20	Oliver	Arnold	10	10	10	20	10	10	10	80	0	1	6
21	Presley	Jerry	10	10	10	20	10	10	10	80	0	1	6
22	Vanden Brook	Mary	10	20	10	10	10	10	10	80	0	1	6
23	Bonny	Dennis	10	10	10	10	10	10	10	70	0	0	7
24	Bulla	Andrew	10	10	10	10	10	10	10	70	0	0	7
25	Ek	Scott	10	10	10	10	10	10	10	70	0	0	7
26	Fenicato	Maryann	10	10	10	10	10	10	10	70	0	0	7
27	Halperin	David	10	10	10	10	10	10	10	70	0	0	7
28	Jarvis	Bernard	10	10	10	10	10	10	10	70	0	0	7
29	Kessler	Stuart	10	10	10	10	10	10	10	70	0	0	7
30	Phillips	Amy	10	10	10	10	10	10	10	70	0	0	7
31	Remmel	Todd	10	10	10	10	10	10	10	70	0	0	7
32	Stover	Keith	10	10	10	10	10	10	10	70	0	0	7
33	Waterman	John	10	10	10	10	10	10	10	70	0	0	7
34	Westin	Dan	10	10	10	10	10	10	10	70	0	0	7

DO NOT PRINT - PAPER APPLICATIONS WILL NOT BE ACCEPTED

RECEIVED
By John Lewinski at 11:54 am, Nov 30, 2015

APPLICATION FOR EMPLOYMENT

Please complete Application with ALL Attachments

MONROE COUNTY HUMAN RESOURCES
1100 Simonton Street 2nd Floor
Key West, FL 33040
(305) 292-4557

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Position(s) Applied For:	Date of Application:
Exec. Director, Land Authority	11/30/2015

How did you learn about us?

☐ Newspaper	☐ Employment Agency	☒ Friend	☐ Relative	☐ Walk-In	☐ Channel 76	☐ Internet	☐ Other

Last Name:	First Name:	Middle Name:
Barrowclough	Charles	Walter

Address:	City:	State:	Zip:
707 Se Pin Oak Terrace	Stuart	Florida	34997

Primary Phone:	Alternate Phone:	Email Address:
(772) 475-5346	(772) 933-8382	cbarrowclough@comcast.net

If you are under 18 years of age, can you provide required proof of your eligibility to work?	☐ Yes	☐ No
Have you ever filed an application with us before?	☐ Yes	☒ No
If Yes, give date(s)		
Have you ever been employed with us before? Yes No	☐ Yes	☒ No
If Yes, give date(s)		
Are you currently employed?	☒ Yes	☐ No
May we contact your present employer?	☐ Yes	☒ No
Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? *Proof of citizenship or immigration status will be required upon employment.*	☐ Yes	☒ No
On what date would you be available for work?	Janurary 2016	
Are you available to work:		
Are you currently on "lay-off" status and subject to recall?	☐ Yes	☒ No
Can you travel if a job requires it?	☒ Yes	☐ No
Have you been convicted of a felony within the last 7 years? *Conviction will not necessarily disqualify an applicant from employment.*	☐ Yes	☒ No
If Yes, please explain		
Are you attaching a resume? *It is not required.*	☒ Yes ☐ No	If Yes, how many pages?

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Attachments:

Statement of Agreement	1	No Tobacco Use Policy	4	EEO Information Request	7	Drug Free Workplace	10
Veterans Preference	2	Driver Affidavit	5	Application Information	8	Benefits at a Glance	11
Drug Free Workplace	3	Safety Sensitive	6	Notice to Applications	9		

EDUCATION

	Name & Address of School	Course of Study	Years Completed	Diploma / Degree
Elementary School	Washington Park Elementary Totowa, New Jersey	General	8	Yes
High School	Spring Valley Senior High Spring Valley, New York	Regents	4	Yes
Undergraduate College	Florida Institute of Technology Melbourne, Florida	Environmental Science	4	Bachelor Science
Graduate / Professional				
Other (Specify)				

Indicate any foreign languages you can speak, read and/or write

PROFICIENCY	LANGUAGE	FLUENT	GOOD	FAIR
SPEAK				
READ				
WRITE				

Describe any specialized training, apprenticeship, skills, and extra-curricular activities:

See Attached Resume.

Describe any job-related training received in the United States military:

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1.	Employer:	Employment Dates:		Work Performed:
	St Lucie County BOCC	From:	To:	Land Acqusition
	Address:	Current		Greenways and Trails
	2300 Virginia Ave Ft Pierce FL	Hourly Rate/Salary:		Strategic Conser. Planning
	Telephone Number:	Starting:	Final:	
	(772) 462-2525	75,000		
	Job Title: / Supervisor:		Reason For Leaving:	
	Env. Lands Co / Amy Griffin		Current	

2.	Employer:	Employment Dates:		Work Performed:
	Treasured Lands Foundation	From:	To:	Executive Director, Land Trust
	Address:	05/2009	12/2015	Land Preservation
	P.O. Box 2596 Stuart, FL	Hourly Rate/Salary:		Strategic Planning
	Telephone Number:	Starting:	Final:	
	(772) 647-9076	75,000	100,000	
	Job Title: / Supervisor:		Reason For Leaving:	
	Exec. Director / Barbara Birdsey		Volunteer ED	

3.	Employer:	Employment Dates:		Work Performed:
	Martin County BOCC	From:	To:	Land Acquisition
	Address:	1/2004	5/2009	Resource Management
		Hourly Rate/Salary:		
	Telephone Number:	Starting:	Final:	
		45,000	65,000	
	Job Title: / Supervisor:		Reason For Leaving:	
	Dir. Env. Lands / Richard Blankenship		Opportunity with Land Trust	

4.	Employer:	Employment Dates:		Work Performed:
	Sarasota County BOCC	From:	To:	Land Acquisition
	Address:	1/1992	5/1996	Land Management
	Cattleman Drive	Hourly Rate/Salary:		Env. Advisor to BOCC
	Telephone Number:	Starting:	Final:	
			45,000	
	Job Title: / Supervisor:		Reason For Leaving:	
	Dir, Land Acqisit / Gary Comp		Campaign for Political Office	

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

Chairman, Martin County Soil and Water Conservation District (Elected Official)
Martin County Taxpayer Association (Board Member)
Association of Florida Land Trusts (Vice President)

ADDITIONAL INFORMATION

Other Qualifications:

Summarize special job-related skills and qualifications acquired from employment or other experience.

Specialized Skills: Check Skills/Equipment Operated

		Production/Mobile Machinery (Please List):	Other (Please List):
☒ Computer	☐ Calculator		
☒ Microsoft Word	☐ Copy Machine		
☐ Microsoft Access	☐ Typewriter		
☒ Microsoft Excel	☐ Fax		
☒ Microsoft Power Point	☐ PBX System		
☐ Other			

State any additional information you feel may be helpful to us in considering your application:

Proficient in GIS, Certified Prescribed Fire, Licensed Aquatic and Natural Area Herbicide

Note to Applicants:
DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING:
Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? (A description of the activities involved in such a job or occupation is available.) :

☒ Yes ☐ No

References

1.	Name:	Address:
	Richard Geisinger	8 Castle Hill Dr. Stuart, FL
	Telephone Number:	Notes:
	(772) 215-1094	President Martin County Taxpayers Association
2.	Name:	Address:
	Barbara Birdsey	Ocean Dr, Jupiter, Fl
	Telephone Number:	Notes:
	(774) 722-2672	President, Treasured Lands Foundation
3.	Name:	Address:
	Richard Blankenship	Stuart, FL
	Telephone Number:	Notes:
	(954) 444-8863	Tribal Wide Director - Recreation Dept. Seminole Tribe of FL

STATEMENT OF AGREEMENT ATTACHMENT 1.1

Have you ever been "terminated" or "Violated a Drugfree Workplace Policy" from a previous employer?	☐ Yes	☒ No
If Yes, please explain:		

If you have been "terminated" or "violated the Drugfree Workplace Policy" while employed with Monroe County BOCC, you cannot reapply for another county position for six (6) months from your last date of employment.

ARRESTS, CONVICTIONS AND PLEAS

Convictions will be reviewed on a case by case basis, taking into consideration (1) the nature of the offense, (2) time passed since the offense, and (3) how the offense relates to the job. You will not be automatically disqualified based on the conviction or plea.

Have you ever been convicted or plead to a misdemeanor or felony whether adjudication was withheld or not?		
If Yes, please explain:	☐ Yes	☒ No

Within the past seven (7) years have you been arrested for any other offense (including arrests in which the charges are still pending)?		
	☐ Yes	☒ No
If Yes, please explain:		

If you have not lived in Florida for the past three (3) years it is necessary for you to obtain your past three years driving record from the previous state or states you have lived in.

☒ I have lived in Florida for more than 3 years

☐ I have not lived in Florida for more than 3 years

Please list all traffic offenses (felony and misdemeanor):

Suspension - Failure to pay fine.

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant	Date
Charles W. Barrowclough	11/30/2015

Charles W. Barrowclough

707 SE Pin Oak Terrace
Stuart, Florida 34997
Phone: (772) 933-8382
Cell: (772) 475-5346
Email: cbarrowclough@comcast.net

PROFESSIONAL PROFILE:

Seeking an executive position with a conservation organization; acquiring conservation lands and managing natural resources. Having established comprehensive conservation land programs that have preserved over 65,000 acres of native Florida habitats, this position should afford the opportunity to develop land conservation strategies, resource management plans, establish environmental and land development policies, standards, and practices, and foster environmental stewardship that furthers the protection and preservation of natural, cultural, historical, and passive recreational resources and demonstrates the socioeconomic benefits of conservation and land planning.

QUALIFICATIONS:

- Thirty years of leadership experience implementing new and innovative land preservation strategies and acquisition techniques, developing and implementing resource management and restoration plans, initiating fund development programs and implementing public outreach and environmental education programs fostering the next generation of environmental stewards.
- Consult with private landowners and the community on land trust issues, develop resource management plans and design conservation easements for the preservation of historic resources, environmentally sensitive lands, wildlife corridors, and ranch and farmlands.
- Excellent planning, organizational, presentation, verbal and written communication skills.
- Proficient in Word, Excel, PowerPoint, and GIS.

EDUCATION:

1974-1979 Bachelor of Science, Environmental Science
Florida Institute of Technology, Melbourne, Florida
1974-1976 Associate of Science, Oceanographic Technology
Florida Institute of Technology, Melbourne, Florida

EMPLOYMENT:

Current Environmental Land Coordinator
St Lucie County Board of County Commissioners

- Responsible for the management and implementation of the Conservation Lands Fund and the Greenways and Trails Fund.
- Prepare agendas for the Board of County Commissioners relevant to the acquisition of conservation lands and the acquisition/ development of the County-wide Greenways & Trails program.

- County liaison to the Land Acquisition Selection Committee (LASC)
- Prepare meeting agendas, documents, evaluations and staff recommendations to the LASC.
- County liaison to the Bicycle and Pedestrian Advisory Board
- County liaison to Water Management District, State DEP and Non-profit Community relating to land acquisition, stewardship and preservation

2009-2014 Treasured Lands Foundation, Inc.
Executive Director

- Responsible for the daily operation of the Foundation including the development of capital campaigns, planned giving and endowments.
- Develop and implement policies and directives of the Board of Directors
- Administer an annual operating budget of $380,000 and a $5,000,000 conservation land acquisition fund.

2004-2009 Martin County Parks & Recreation Department
Environmentally Sensitive Lands Administrator

- Administered the Martin County Environmental Lands Program which included the management of 25,000 acres of conservation land.
- Staff Liaison to the Land Acquisition Selection Committee and the Greenways & Trails Committee.
- Facilitated annual grant writing programs for the acquisition of conservation lands and resource management projects.
- Administered a "Cooperative Agreement" with South Florida Water Management District for the implementation of public access to over 48,000 acres of conservation land.
- Administered an annual operating budget of $500,000 and a capital improvement budget of $1.5 million. Assist in the professional development of 3 scientists and field technicians.
- Administered $25,000,000 Conservation Lands Sales Tax fund for the acquisition of environmentally sensitive lands.

1980-2004 C. W. Barrowclough & Associates, President
Environmental Consultant

- Conducted comprehensive land use and land development planning, project development, mitigation planning, land preservation, wetland creation, water and waste water reuse, grant writing, and project management for a wide range of clients and agencies.
- Designed and implemented research and policies for the fire management of sand pine scrub communities for the Florida State Parks Service.
- Consultant to, "World Landscape Diversity Group. This organization is dedicated to the preservation of native landscapes world-wide. Our mission is to provide land owners with the latest methodologies in establishing land trusts and conservation easements for preservation of lands, native habitats, as well as ranch & farmland.

1992-1996 Sarasota County Natural Resources Department
Director of Land Management/Land Acquisition,

- Developed and implemented resource management plans and land use protection policies for 40,000 acres of County-owned lands and natural area parks.
- Administered County Comprehensive Plan policies for mapping of areas of high ecological value (Green Print), developed the ordinance for the preservation of environmentally sensitive lands and

established the Environmentally Sensitive Lands Advisory Committee (ESLAC). Served as the County liaison to that Committee.

- Served as Environmental Advisor to the Board of County Commissioners designing and implementing monitoring protocol for environmental permit compliance for the construction of the Carlton Reserve Water Supply, Central County Solid Waste Disposal Complex, and various Transportation, Storm Water, and Water Reclamation projects. Produced annual compliance reports for Southwest Florida Water Management District, Florida Department of Environmental Protection, and Army Corps of Engineers.
- Developed environmentally sensitive recreational access to over 25,000 acres. Initiated; in cooperation with Parks and Recreation Department, environmental research and education programs, community outreach programs and volunteer programs.
- Administered an annual operating budget of $600,000 and a capital improvement budget of $2.4 million. Assisted in the professional development of staff of 13 scientist and field technicians.

1991-1992 Environmental Supervisor, Florida Department of Environmental Protection

- Administered wetland resource permitting and mitigation programs for a 5 county region of South Florida.
- Appointed to Governor's Subcommittee on Managed Marshes.

1986-1991 Land Manager, Quantum Resources

- Contracted to Florida Power & Light Co. at the St. Lucie Nuclear Power Plant to conduct maintenance and monitoring of intake and discharge structures, conduct environmental assessments and develop public outreach programming.
- Conducted baseline research designed to identify the cause for the degradation of a 55 acre mangrove impoundment and established programs to alleviate the cause and begin reforestation efforts.
- Assisted in the annual Sea Turtle monitoring and interpretive program.
- Developed research program on the rearing of post larvae *Panularis argus*, Florida Spiny Lobster, in conjunction with Harbor Branch Foundation. Program incorporated into the Energy Encounter.
- Developed community outreach programs with the Environmental Studies Center, Audubon Society, Native Plant Society, and "Touch the Future"; a corporate sponsored education and teaching program established through Martin County School system.

PROFESSIONAL AFFILIATIONS:

Martin County Soil & Water Conservation District (Chairman)
Martin County Taxpayers Association (Board Member)
Martin County Convention & Visitors Bureau (Board Member)
Alliance of Florida Land Trusts (Vice President)
Land Trust Alliance
The Nature Conservancy
Audubon of Florida
Florida Trail Association (Board of Directors - Chapter Trail Coordinator)
East Coast Greenway Alliance (Florida Committee Member)
International Wildlife Society
League of Environmental Educators of Florida (LEEF)
Certified Prescribed Fire
Licensed Aquatic and Natural Area Herbicide Applicator
Certified N.A.U.I/P.A.D.I. Dive Master

DO NOT PRINT - PAPER APPLICATIONS WILL NOT BE ACCEPTED

RECEIVED
By John Lewinski at 9:27 am, Nov 25, 2015

APPLICATION FOR EMPLOYMENT

Please complete Application with ALL Attachments

MONROE COUNTY HUMAN RESOURCES
1100 Simonton Street 2nd Floor
Key West, FL 33040
(305) 292-4557

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Position(s) Applied For:	Date of Application:
Executive Director, Land Authority	11/24/15

How did you learn about us?

☐ Newspaper	☐ Employment Agency	☒ Friend	☐ Relative	☐ Walk-In	☐ Channel 76	☐ Internet	☐ Other

Last Name:	First Name:	Middle Name:
Guerra	Cynthia	Lyn

Address:	City:	State:	Zip:
251 Galen Drive #202E	Key Biscayne	Florida	33149

Primary Phone:	Alternate Phone:	Email Address:
(305) 505-8240		galendrive@hotmail.com

If you are under 18 years of age, can you provide required proof of your eligibility to work?	☐ Yes	☐ No
Have you ever filed an application with us before?	☐ Yes	☒ No
If Yes, give date(s)		
Have you ever been employed with us before? Yes No	☐ Yes	☒ No
If Yes, give date(s)		
Are you currently employed?	☒ Yes	☐ No
May we contact your present employer?	☐ Yes	☒ No
Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? *Proof of citizenship or immigration status will be required upon employment.*	☐ Yes	☒ No
On what date would you be available for work?	2016	
Are you available to work:		
Are you currently on "lay-off" status and subject to recall?	☐ Yes	☒ No
Can you travel if a job requires it?	☒ Yes	☐ No
Have you been convicted of a felony within the last 7 years? *Conviction will not necessarily disqualify an applicant from employment.*	☐ Yes	☒ No
If Yes, please explain		
Are you attaching a resume? *It is not required.*	☒ Yes ☐ No	If Yes, how many pages?

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Attachments:

Statement of Agreement	1	No Tobacco Use Policy	4	EEO Information Request	7	Drug Free Workplace	10
Veterans Preference	2	Driver Affidavit	5	Application Information	8	Benefits at a Glance	11
Drug Free Workplace	3	Safety Sensitive	6	Notice to Applications	9		

EDUCATION

	Name & Address of School	Course of Study	Years Completed	Diploma / Degree
Elementary School				
High School	Ransom-Everglades Prep Coconut Grove, Florida	General	1983	HS Diploma
Undergraduate College	Florida International Univ Miami, Florida	Biology	1993	Bachelor of Science
Graduate / Professional	Florida International Univ Miami, Florida	Public Administration	1999	Master of Public Administration
Other (Specify)				

Indicate any foreign languages you can speak, read and/or write

PROFICIENCY	LANGUAGE	FLUENT	GOOD	FAIR
SPEAK				
READ				
WRITE				

Describe any specialized training, apprenticeship, skills, and extra-curricular activities:

I have over 20 years of experience crafting, advocating, analyzing, and implementing environmental policy. I have served as the executive director of a major regional conservation organization and program director of a public-sector program to acquire and manage environmentally endangered lands. My work has included numerous presentations before elected bodies, community groups, business organizations and peers; preparation of analytic white papers and policy statements; and coalition building amongst diverse groups. Throughout my career, I have embraced and employed collaborative approaches to complex and high-profile issues, pragmatic problem-solving, and clear, effective communication. In my time as administrator and manager, I have extensive experience guiding staff, evaluating program effectiveness and keeping efforts on time and within budget.

Describe any job-related training received in the United States military:

Not applicable.

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1.	Employer:	Employment Dates:		Work Performed:
	Coral Gables Cardiology Assoc, PA	From:	To:	Administration and management
	Address:	July 2015	present	of concierge-service private
	475 Biltmore Way, Coral Gables, FL	Hourly Rate/Salary:		medical practice consisting of
	Telephone Number:	Starting:	Final:	three physicians and support
	(305) 443-5291	67,028		staff.
	Job Title: / Supervisor:		Reason For Leaving:	
	Admin Director / Dr. Edward Neff		current position	

2.	Employer:	Employment Dates:		Work Performed:
	Miami-Dade County	From:	To:	Direct oversight of the Miami-
	Address:	May 2007	June 2015	Dade County Environmentally
	701 NW 1 Ct, Miami, FL	Hourly Rate/Salary:		Endangered Lands Program,
	Telephone Number:	Starting:	Final:	natural area land acquisition
	(305) 372-6789	55,000	67,000	and land management.
	Job Title: / Supervisor:		Reason For Leaving:	
	Program Director / Lee Hefty		new opportunity	

3.	Employer:	Employment Dates:		Work Performed:
	Tropical Audubon Sociery	From:	To:	Administration and management
	Address:	April 2002	April 2007	of regional conservation,
	5530 Sunset Dr, Miami, FL	Hourly Rate/Salary:		environmental education, and
	Telephone Number:	Starting:	Final:	advocacy non-profit member-
	(305) 667-7337	40,000	46,000	based organization.
	Job Title: / Supervisor:		Reason For Leaving:	
	Exec. Director / Dr. Jose Barros		new opportunity	

4.	Employer:	Employment Dates:		Work Performed:
	Miami-Dade County	From:	To:	Supervision of regulatory
	Address:	December 1996	April 2002	program and staff, conducting
	33 SW 2 Ave, Miami, FL	Hourly Rate/Salary:		environmental regulatory
	Telephone Number:	Starting:	Final:	reviews, and enforcing
	(305) 372-6789	$10/hr	$36,000	Miami-Dade County Code.
	Job Title: / Supervisor:		Reason For Leaving:	
	Biologist / Craig Grossenbacher		new opportunity	

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

Work with numerous collaborative regional partnerships including the Everglades Cooperative Invasive Species Management Area (ECISMA), FLERA, and the Pine Rockland Working Group.

ADDITIONAL INFORMATION

Other Qualifications:

Summarize special job-related skills and qualifications acquired from employment or other experience.

Extensive experience doing field work, primarily ecosystem restoration activities, in various south Florida habitat types, including wetlands and uplands.

Specialized Skills: Check Skills/Equipment Operated

		Production/Mobile Machinery (Please List):	Other (Please List):
☒ Computer	☒ Calculator		
☒ Microsoft Word	☒ Copy Machine		
☒ Microsoft Access	☒ Typewriter		
☒ Microsoft Excel	☒ Fax		
☒ Microsoft Power Point	☒ PBX System		
☒ Other	ESRI GIS systems		

State any additional information you feel may be helpful to us in considering your application:

Note to Applicants:
DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING:
Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? (A description of the activities involved in such a job or occupation is available.) :

☒ Yes ☐ No

References

1.	Name:	Address:
	Craig Grossenbacher	701 NW 1 Court, Miami, FL
	Telephone Number:	Notes:
	(305) 372-6522	Division Chief, Miami-Dade Environmental Resources Mgmt
2.	Name:	Address:
	Dan Kimball	May be available on request
	Telephone Number:	Notes:
	(305) 242-7712	Retired Superintendent, Everglades National Park
3.	Name:	Address:
	Amy Kimball-Murley	May be available on request
	Telephone Number:	Notes:
	(305) 903-3759	Former Board Member, Tropical Audubon Society

STATEMENT OF AGREEMENT ATTACHMENT 1.1

Have you ever been "terminated" or "Violated a Drugfree Workplace Policy" from a previous employer?	☐ Yes	☒ No
If Yes, please explain:		

If you have been "terminated" or "violated the Drugfree Workplace Policy" while employed with Monroe County BOCC, you cannot reapply for another county position for six (6) months from your last date of employment.

ARRESTS, CONVICTIONS AND PLEAS

Convictions will be reviewed on a case by case basis, taking into consideration (1) the nature of the offense, (2) time passed since the offense, and (3) how the offense relates to the job. You will not be automatically disqualified based on the conviction or plea.

Have you ever been convicted or plead to a misdemeanor or felony whether adjudication was withheld or not?		
If Yes, please explain:	☐ Yes	☒ No

Within the past seven (7) years have you been arrested for any other offense (including arrests in which the charges are still pending)?		
	☐ Yes	☒ No
If Yes, please explain:		

If you have not lived in Florida for the past three (3) years it is necessary for you to obtain your past three years driving record from the previous state or states you have lived in.

☒ I have lived in Florida for more than 3 years

☐ I have not lived in Florida for more than 3 years

Please list all traffic offenses (felony and misdemeanor):

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant	Date
Cynthia Guerra	November 24, 2015

November 24, 2015

Monroe County
Re: Executive Director, Land Authority, Key West

Dear Sirs:

Please accept this letter and my resume as an expression of my interest in the position of Executive Director of the Monroe County Land Authority. Upon review of my experience and education, I hope you will find that I am uniquely qualified.

I have over 20 years of experience in natural resources management and protection and have worked over a broad range of issues, including climate change. Among the work experience detailed in my resume, you will see that I have administered the Miami-Dade County Environmentally Endangered Lands Program, which conducts natural area land acquisition, and management and also served as the Executive Director of the Tropical Audubon Society, a grass-roots based environmental conservation organization. In both positions, I have been responsible for analyzing technical documents and reports, preparing legislative items and providing synthesized policy guidance. My colleagues and peers consider me a knowledgeable, principled professional with particular strengths in collaborative approaches to complex and high-profile issues, pragmatic problem-solving, and clear, effective communication. I also have strong administrative and management skills with extensive experience guiding staff, evaluating program effectiveness and keeping efforts organized, on time and within budget.

As is common in Florida, there are often a diversity of interest groups and stakeholders with competing needs requiring reconciliation. I was a member of the Southeast Florida Coral Reef Initiative and worked to resolve differences among marine user groups to achieve enhanced protections for the local reef tract. I served on the Combined Structural and Operating Plan Advisory Team organized by the Southeast Ecosystem Restoration Task Force that provided feedback to the US Army Corps of Engineers and the South Florida Water Management District on regional water management and restoration issues. I have also served on both the Miami-Dade County Climate Change Advisory Task Force, the Southeast Florida Regional Climate Change Compact and the Miami-Dade County Greenprint, which aims to develop long term guidance for policy-makers on issues such as sea-level rise, community and economic sustainability, reduction in green-house gas emissions, and conservation of natural areas and agricultural lands. Throughout these assignments, I have fostered excellent relationships with key local, state and federal agency staff and decision-makers, identified and cultivated constituencies and partners, provided technical and analytical support, and have a proven track record of effective written and verbal communication, including delivering testimony during public proceedings and speaking to media. I have vast experience in interacting with municipal and regional authorities and can effectively navigate through political structures.

I have field experience within the diverse communities and natural places of Florida and throughout the Caribbean (both professionally and personally) and am acutely aware of the challenges related to crafting and implementing sound policy. As a native of South Florida, I understand the cultural, social and political challenges inherent in advancing the difficult choices needed to meet broad social and environmental challenges. I have a Master's Degree in Public Administration that provided me with a broad background related to how the public sector can help address those challenges.

I would appreciate your consideration of my candidacy. I have provided professional references in the resume. If you would like additional information or references, I would be happy to provide these.

Sincerely,
Cynthia Guerra

Cynthia Guerra

251 Galen Drive, #202E, Key Biscayne, Florida 33149
(305) 505-8240 galendrive@hotmail.com

WORK HISTORY

Coral Gables, Cardiology Associates, P.A.
2015 – present
Administrative Director, July 2015 – present

Responsible for administration and management of the business functions of a concierge-service private medical practice consisting of three physicians and support staff. Major responsibilities include staff management; processing and tracking Medicare, insurance and patient accounts receivable; implementing Medicare International Classification of Diseases 2015 medical coding and billing program that began on October 1, 2015; initiating the Medicare Physician Quality Reporting System; assessing regulatory compliance and making recommendations to the business owner; and coordinating with collaborative physicians, hospitals, assisted living facilities, diagnostic clinics, nursing facilities, hospices, and urgent care centers as needed.

Miami-Dade County Environmentally Endangered Lands Program, Miami, Florida
2007 - 2015
Program Director, February 2008 – June 2015
Environmental Resources Project Supervisor, May 2007 – January 2008

Direct oversight of the Miami-Dade County Environmentally Endangered Lands (EEL) Program which conducts natural area land acquisition and management, with responsibilities including: approving in excess of $4 million in annual expenditures for land acquisition, improvements, restoration and maintenance activities on EEL Preserves from the EEL Trust Funds; overseeing use of Miami-Dade County General Obligation Bond funds allocated to the EEL Program; reviewing and approving management budgets; coordinating programmatic activities with other County agencies including the Parks and Public Works Departments; analyzing land use, zoning and other development proposals for consistency with County Code, Comprehensive Development Master Plan, and other pertinent regulations; securing grants and administering contracts; developing and implementing land acquisition policies; preparing land management plans; preparing legislative items and information for presentation to the Miami-Dade County Board of County Commissioners and required BCC Committees, the Miami-Dade County Mayor's Office and other entities like the South Florida Ecosystem Restoration Task Force; administering the Land Acquisition Selection Committee which is the citizen advisory committee to the BCC for the EEL Program; preparing agendas, public notices and conducting public meetings and hearings of the advisory committee; providing coordination for the EEL program with state and federal agencies responsible for land acquisition and restoration activities associated with Comprehensive Everglades Restoration Plan and climate adaptation initiatives; representing Miami-Dade County on the Land & Natural Systems Work Group, Southeast Florida Regional Climate Change Compact and the Miami-Dade County Climate Change Advisory Task Force; coordinating with the Miami-Dade County Office of Sustainability on Greenprint and climate change/sea level rise initiatives; supervising EEL Program staff; and representing the EEL Program to the general public.

Tropical Audubon Society, Miami, Florida
2002 - 2007
Executive Director, April 2002 – May 2007

Primary representative and registered lobbyist for premier National Audubon Society Chapter in South Florida, with responsibilities that included speaking for the organization at public meetings, hearings and other forums; organizing grass-roots activism and campaigns among the society's members and the general public; recruiting members and volunteers; fund-raising; grant-writing, grant administration and grant management; providing media contact; organizing and moderating seminar panels; and providing public education and outreach programs. Responsibilities also included representing the organization in

the Everglades Coalition, the Biscayne Bay Regional Restoration Coordination Team, Chamber South, the Manatee Awareness Group, the CSOP Advisory Team, the Miami-Dade County Biscayne Bay Buffer Development Review Committee, the Southeast Florida Coral Reef Initiative, and other affiliate groups; reviewing and analyzing technical documents such as detailed restoration plans, environmental assessments, policy documents, master plans, research proposals and reports; and providing written and oral testimony to local, state, and federal agencies regarding environmental permits, rules, legislation, or other activities. Served on the Board of Directors of Audubon of Florida and Co-Chair of Audubon of Florida's Everglades Regional Conservation Committee (January 2004 through December 2006).

Miami-Dade County Dept. of Environmental Resources Management, Miami, Florida
1993 – 1994; 1996 – 2002

Biologist II, Coastal Resources Section, April 2001 - April 2002
Biologist I, Coastal Resources Section, April 2000 - April 2001
Biological Assistant, Coastal Resources Section, December 1996 - March 2000
Biologist Assistant, Wetlands Resources Section, April 1993 - April 1994

Responsibilities included supervising permitting program and staff, conducting environmental reviews of and issuing Class I permits for construction and mangrove trimming in coastal and freshwater wetland areas, applying federal, state and local regulatory programs targeting conservation of endangered species and environmental protection, enforcing the Miami-Dade County Environmental Protection Code, preparing formal reports and detailed documentation to comply with the section reporting requirements and enforcement case preparation, and preparing Departmental recommendations for hearings before the Miami-Dade County Board of County Commissioners and the Environmental Quality Control Board. Additional responsibilities included providing field and office training to other biologists and inspectors in the section, hiring of entry-level professional staff, administering the Manatee Protection Program, conducting inspections to ensure regulatory compliance with Chapter 24 of the Code or in response to public complaints, preparing section policy documents, preparing program performance measures and program analysis, conducting biological assessment of coastal and wetland areas, monitoring mitigation projects, educating the regulated community and the public-at-large to provide awareness of environmental impacts of human activities in coastal and wetland areas, supervising the restoration of a mangrove wetland in Biscayne National Park, supervising the restoration of an exotics-dominated coastal and freshwater wetland, tracking permits for the U.S. Army Corps of Engineers of Miami-Dade County rock mining operations, and assisting in the preliminary initiation of the Lake Belt Study.

Florida International University, College of Urban and Public Affairs, Miami, Florida
1998 - 2000

Adjunct Professor and Research Associate, May 1998 - May 2000

Conducted research activities for the Institute of Government and Metropolitan Center, and instructed courses at FIU. Responsibilities included conducting performance measurement for local governmental agencies to evaluate program effectiveness and efficiency, coordinating performance measurement seminars, designing and implementing benchmarking research, developing course material for undergraduate and graduate level courses, and serving as course instructor. Courses taught include: PAS 3251 Introduction to Public Economics (undergraduate); URS 4152 Research Methods for Urban and Regional Studies (undergraduate); URS 6155 Quantitative Methods and Analysis (graduate statistics); and URS 6806 Research Methods and Design (graduate).

Atlantis Submersibles International, St. Thomas, U.S.V.I.
1994 - 1996

Marine Biologist & Co-Pilot II, December 1994 - April 1996

Seasonal work aboard two tourist submersibles certified to dive to 150 feet in the coastal waters of St. Thomas. Responsibilities included international staff training on reef ecosystems and related biology, providing information on environmental resource management and pollution prevention, and conducting local environmental marine and coastal monitoring. Other responsibilities included pre-dive and post-dive systems checks of the submersibles and surface vessels, co-pilot duties during dives including submersible system repairs, escorting guests and giving educational narratives during dives, and safely

operating surface vessels and submersibles. The rank of Co-Pilot II was achieved, through a series of practical and written exams, which requires a good working knowledge of all submersible systems such as propulsion, ballasting and life support.

National Aquarium in Baltimore, Baltimore, Maryland
1990
Education Specialist, April 1990 - July 1990

Seasonal competitive position awarded through the University of Maryland which involved supervising summer public education programs with a focus on marine science and marine ecosystem preservation. Responsibilities included designing and implementing aquarium displays and educational activities concentrating on water quality testing, animal physiology, marine mammal ecology, habitat analysis, pollution prevention and conservation.

Waxie Maxie's Quality Music, Various Locations, Maryland
1985 - 1991
Regional Manager, September 1985 - January 1991

Supervised region of six retail music outlets with 75 personnel positions. Responsibilities included hiring, training, sales, payroll, merchandising, bookkeeping, inventory control and customer service. Received monthly bonuses for sales volume and exemplary customer service.

SKILLS

- Program & Performance Evaluation and Quantitative & Qualitative Analysis methods
- PADI certified Open Water Scuba Diver
- FCC licensed Technician Plus Amateur Radio Operator: KE4NXB
- US Coast Guard Boating Skills & Seamanship Certified
- Miami-Dade County Code Enforcement Training / Badge # 861
- Florida Department of Environmental Protection Wetlands Delineation & Uniform Mitigation Assessment Methodology Training
- Miami-Dade County Supervisor Certification Training
- Computer Skills: IBM, Apple Macintosh, MS Office, WordPerfect, ArcView (GIS), NCSS & SPSS (statistics)

EDUCATION

- Master of Public Administration, Specialization in Environmental Policy, Summa Cum Laude, April 1999, Florida International University
- Bachelor of Science in Biology (minor in chemistry), Cum Laude, December 1993, Florida International University

PROFESSIONAL RECOGNITION AND ACADEMIC AWARDS

Everglades Coalition John V. Kabler Award, 2008
Audubon of Florida, Board Service Award, 2006
Anne Ackerman Scholarship, Florida International University, August 1998
CUPA Scholarship, Graduate Assistantship, and Graduate Fellowship, Florida International University, 1996 - 2001
Institute of Government / Metropolitan Center Demi-Grant Recipient, Florida International University, July 2001

REFERENCES

Craig Grossenbacher, Division Chief, Miami-Dade County Regulatory and Economic Resources, Enviromental Resources Management, 305-372-6522
Dan Kimball, Retired Superintendent, Everglades National Park, 305-242-7712
Amy Kimball-Murley, Former Tropical Audubon Society Board Member, 305-903-3759
Katy Sorenson, President & CEO, Good Government Initiative at University of Miami, 305-689-8212

DO NOT PRINT. PAPER APPLICATIONS WILL NOT BE ACCEPTED

RECEIVED
By John Lewinski at 10:30 am, Nov 09, 2015

APPLICATION FOR EMPLOYMENT

Please complete Application with ALL Attachments

MONROE COUNTY HUMAN RESOURCES
1100 Simonton Street 2nd Floor
Key West, FL 33040
(305) 292-4557

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Position(s) Applied For:	**Date of Application:**
Executive Director, Land Authority	10/30/2015

How did you learn about us?

☐ Newspaper	☐ Employment Agency	☐ Friend	☐ Relative	☐ Walk-In	☐ Channel 76	☒ Internet	☐ Other

Last Name:	**First Name:**	**Middle Name:**
Pattison	Charles	Gordon

Address:	**City:**	**State:**	**Zip:**
2346 Armistead Road	Tallahassee	Florida	32308

Primary Phone:	**Alternate Phone:**	**Email Address:**
(850) 322-3144	(850) 322-3144	cgpattison@comcast.net

If you are under 18 years of age, can you provide required proof of your eligibility to work?	☐ Yes	☐ No
Have you ever filed an application with us before?	☐ Yes	☒ No
If Yes, give date(s)		
Have you ever been employed with us before? Yes No	☒ Yes	☐ No
If Yes, give date(s)	1985-1987	
Are you currently employed?	☒ Yes	☐ No
May we contact your present employer?	☐ Yes	☒ No
Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? *Proof of citizenship or immigration status will be required upon employment.*	☐ Yes	☒ No
On what date would you be available for work?	March 1, 2015	
Are you available to work:		
Are you currently on "lay-off" status and subject to recall?	☐ Yes	☒ No
Can you travel if a job requires it?	☒ Yes	☐ No
Have you been convicted of a felony within the last 7 years? *Conviction will not necessarily disqualify an applicant from employment.*	☐ Yes	☒ No
If Yes, please explain		
Are you attaching a resume? *It is not required.*	☒ Yes ☐ No	If Yes, how many pages?

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Attachments:

Statement of Agreement	1	No Tobacco Use Policy	4	EEO Information Request	7	Drug Free Workplace	10
Veterans Preference	2	Driver Affidavit	5	Application Information	8	Benefits at a Glance	11
Drug Free Workplace	3	Safety Sensitive	6	Notice to Applications	9		

EDUCATION

	Name & Address of School	Course of Study	Years Completed	Diploma / Degree
Elementary School	Teachers Memorial, Kinston, NC		6	
High School	Grainger High School Kinston, NC		4	
Undergraduate College	N.C.State University, Raleigh, NC	History	4	Bachelor's
Graduate / Professional	University of North Carolina, Chapel Hill	Urban and Regional Planning	2	Master's
Other (Specify)				

Indicate any foreign languages you can speak, read and/or write

PROFICIENCY	LANGUAGE	FLUENT	GOOD	FAIR
SPEAK				
READ				
WRITE				

Describe any specialized training, apprenticeship, skills, and extra-curricular activities:

computer literate with Microsoft Office, Word, Excel, Powerpoint - Fellow and Member of American Institute of Certified Planners, #6870/071400

Describe any job-related training received in the United States military:

Not applicable

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1.	Employer:	Employment Dates:		Work Performed:
	1000 Friends of Florida	From:	To:	see resume for details
	Address:	June 1, 2014	present	develops policy positions for
	308 N. Monroe Tallahasse 32301	Hourly Rate/Salary:		transportation, coastal and
	Telephone Number:	Starting:	Final:	development issues
	(850) 322-3144	54,000/year	54,000/year	
	Job Title: / Supervisor:		Reason For Leaving:	
	Policy Director / Ryan Smart, Executive Director		opening with the Land Authority	

2.	Employer:	Employment Dates:		Work Performed:
	1000 Friends of Florida	From:	To:	see resume for details
	Address:	June, 1998	May, 2014	directed staff of 8 to promote
	same as above	Hourly Rate/Salary:		smart growth policies, budget,
	Telephone Number:	Starting:	Final:	policy work, working with
	(850) 222-6277	80,000/year	95,000/year	elected & appointed officials
	Job Title: / Supervisor:		Reason For Leaving:	
	President & CEO / none - reported to 18 member Board		opportunity to become Policy Director	

3.	Employer:	Employment Dates:		Work Performed:
	Fl Dept. of Community Affairs	From:	To:	see resume for details
	Address:	April, 1992	April, 1998	responsible for 81 person
	now FL DEO Tallahassee 32301	Hourly Rate/Salary:		division that implemented all
	Telephone Number:	Starting:	Final:	state growth management
	(850) 245-7105	70,000/year	82,000/year	statutes
	Job Title: / Supervisor:		Reason For Leaving:	
	Division Director / DCA Secretary Jim Murley		opportunity with 1000 Friends of Florida	

4.	Employer:	Employment Dates:		Work Performed:
	The Nature Conservancy	From:	To:	see resume for details
	Address:			establish protection tools for
	Nassawadox, VA 23413	Hourly Rate/Salary:		the bioreserve at the
	Telephone Number:	Starting:	Final:	Virginia Coast Reserve
	(757) 442-3049	35,000/year	43,000/year	
	Job Title: / Supervisor:		Reason For Leaving:	
	Field Rep / John Hall, Director		opportunity with FL DCA	

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

see resume for details: Fellow, American Institute of Certified Planners; Leadership Florida Class 18, FAA private pilot #238803465, Eagle Scout; Florida Wildlife Federation Conservationist of the Year 2015

ADDITIONAL INFORMATION

Other Qualifications:

Summarize special job-related skills and qualifications acquired from employment or other experience.

I lived in the Keys for six (6) years from 1983-1989, holding three (3) positions responsible for developing and implementing the Monroe County comprehensive plan as well as the Land Authority.

Specialized Skills: Check Skills/Equipment Operated

		Production/Mobile Machinery (Please List):	Other (Please List):
☒ Computer	☒ Calculator		
☒ Microsoft Word	☒ Copy Machine		
☐ Microsoft Access	☒ Typewriter		
☒ Microsoft Excel	☒ Fax		
☒ Microsoft Power Point	☐ PBX System		
☐ Other			

State any additional information you feel may be helpful to us in considering your application:

More than 30 years of experience in comprehensive planning at the local, regional and state levels of government, including extensive contacts with local and state elected and appointed officials.

Note to Applicants:
DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING:
Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? (A description of the activities involved in such a job or occupation is available.) :

☒ Yes ☐ No

References

1.	Name:	Address:
	Linda Shelley, Shareholder	101 N. Monroe, Suite 1090 Tallahassee, FL 32301
	Telephone Number:	Notes:
	(850) 681-4260	Buchanan Ingersoll et al law firm; former DCA Secretary
2.	Name:	Address:
	Jim Murley, Executive Director	SFRPC 3440 Hollywood Blvd. Hollywood, FL 33031
	Telephone Number:	Notes:
	(954) 985-4416	former DCA Secretary
3.	Name:	Address:
	Tom Pelham Esq. Consultant	1474 Constitution Place E. Tallahassee, FL 32308
	Telephone Number:	Notes:
	(850) 322-6547	former DCA Secretary

STATEMENT OF AGREEMENT ATTACHMENT 1.1

Have you ever been "terminated" or "Violated a Drugfree Workplace Policy" from a previous employer?	☐ Yes	☒ No
If Yes, please explain:		

If you have been "terminated" or "violated the Drugfree Workplace Policy" while employed with Monroe County BOCC, you cannot reapply for another county position for six (6) months from your last date of employment.

ARRESTS, CONVICTIONS AND PLEAS

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Have you ever been convicted or plead to a misdemeanor or felony whether adjudication was withheld or not?		
If Yes, please explain:	☐ Yes	☒ No

Within the past seven (7) years have you been arrested for any other offense (including arrests in which the charges are still pending)?		
	☐ Yes	☒ No
If Yes, please explain:		

If you have not lived in Florida for the past three (3) years it is necessary for you to obtain your past three years driving record from the previous state or states you have lived in.

☒ I have lived in Florida for more than 3 years

☐ I have not lived in Florida for more than 3 years

Please list all traffic offenses (felony and misdemeanor):

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant	Date
Charles G. Pattison	October 30, 2015

Additional Employment History for Charles Pattison

Executive Director, Monroe County Land Authority, Key West, Florida, September, 1987, to August, 1989. Developed the first local land authority authorized by Florida Statutes as an independent arm of Monroe County government in the Florida Keys; responsible for acquiring properties affected by the implementation of the Monroe County Comprehensive Land Use Plan with $6,000,000 appropriated by the Florida Legislature; managed recurring revenues exceeding $1,000,000 a year; identified, researched and cataloged 6,300 parcels for acquisition; established and maintained close working relationships with various local, nonprofit, state and federal regulatory, planning and acquisition programs; assisted in the adoption and promotion of a local Tourist Impact Tax; frequent presentations before the public, the Land Authority and its Advisory Committee.

Beginning salary $70,000/year - ending salary $72,000

Supervisor: Land Authoriy Board of Directors

Reason for Leaving: opportunity with The Nature Conservancy and move to be closer to grand parents

Director, Building, Planning and Zoning Department, County of Monroe, Key West, Florida, July, 1985, to August, 1987. Responsible for the County department created as a special tax district to oversee planning, building and zoning functions in the Florida Keys; supervised 45 employees with annual budget of $2,000,000/year; participated in the development of a comprehensive land use plan, maps and land development regulations approved by the County Commission and the State of Florida; managed grant contracts for professional consultants; implemented performance oriented land use plan based on environmental and public facility considerations; implemented first County transferable development rights program; responsible for computerization of complete operation; familiarity with State and local building codes, and federal flood insurance regulations.

Beginning salary $64,000/year - ending salary $70,000/year

Supervisor: County Manager Kermit Lewin

Reason for Leaving: opportunity with the Land Authority

Planning Manager, Florida Department of Community Affairs, Bureau of State Planning, Key West Office, September, 1983, to July, 1985. Director of the Florida Keys Area of Critical State Concern Office; monitored and assisted four local governments covered by this designation; reviewed local development orders, ordinances and comprehensive plan revisions for consistency with state guidelines; provided technical assistance in developing new and modified comprehensive plans and land development regulations; intergovernmental coordination of private, local, state, regional and federal interests; grant supervision of State pass-through planning assistance funds; directed staff of five professionals.

Beginning salary $52,000/year - ending salary $58,000/year

Supervisor: Jim Quinn, DCA

Reason for Leaving: oppotunity with Monroe County

Community Development Specialist II, North Carolina Department of Natural Resources and Community Development, Office of Coastal Management, Raleigh, N.C., October, 1979, to August, 1983, dual responsibility as:

Coastal Area Management Act (CAMA) Minor Permit Administrator - responsible for the Minor Permit program, trained and certified forty-three (43) local permit officers in coastal land development regulations; administered permit grant program; monitored local permit programs; assisted in developing regulatory standards; advised local permit officers on regulatory requirements of the permit program; made public presentations to the Coastal Resources Commission and Coastal Resources Advisory Committee on permit and policy issues; and

Beach Access Coordinator - administered first State beach access program; developed pilot Program authorized under CAMA; developed coastal access policies; administered $1,000,000 grant program; negotiated nineteen (19) local government project applications, including site reviews and contract compliance.

Beginning salary $30,000/year - ending salary $43,000/year

Supervisor: Executive Director Ken Stewart

Reason for Leaving: opportunity with FL DCA to head up Keys ACSC program

Planning Director, Onslow County, Jacksonville, North Carolina (NC), July, 1977, to September, 1979. Established and implemented local planning procedures for the Planning Board, Zoning Board of Adjustment and County Commission; responsible for all A-95 comments; issued coastal permits as a CAMA Local Permit Officer; appointed and issued local permits as Sand Dunes Officer; County representative to Neuse River Council of Governments, Housing Committee, and the NC Coastal Resources Advisory Committee.

Beginning salary $27,500 - ending salary $33,000

Supervisor: County Manager

Reason for Leaving: opportunity with the State of North Carolina Coastal Area Management Program

Senior Regional Planner, South Florida Regional Planning Council, Miami, Florida, June, 1976, to June, 1977. Reviewed and commented on the region's federal Community Development Block Grant applications; developed regional transportation and housing policies.

Beginning salary $12,000/year - ending salary $13,000/year

Supervisor: Executive Director Barry Peterson

Reason for Leaving: opportunity with Onslow County, NC

October 30, 2015

To Whom It May Concern:

I am submitting this cover letter and resume as part of my application for the position of Executive Director of the Land Authority. Having reviewed the key responsibilities and job requirements for this position, I believe I am uniquely qualified as a candidate for your consideration.

As a Keys resident for six years from 1983 to 1989, it was my privilege to work with county and state officials to not only review development applications, but to develop, adopt and implement a comprehensive plan in recognition of private property rights that allows for reasonable growth while protecting one of Florida's, and the nation's, most unique upland and marine environments. Even after leaving the Keys, I remained involved with Keys issues at both the Department of Community Affairs and 1000 Friends of Florida. That involvement required successfully dealing with a variety of issues. In all cases, my dedication to hard work grounded in honesty, integrity and a commitment to find workable solutions to complex issues included both the comprehensive plan and the Land Authority. I have included as references in my application three former Secretaries of the Florida Department of Community Affairs that will confirm these personal traits evidenced in the Keys as well as in Tallahassee. In addition, I am providing letters of support from two well regarded gentlemen long involved with, and knowledgeable of, my work in the Keys who also understand the duties and importance of the Executive Director position with the Land Authority.

It was my honor to help establish the Land Authority as its first Executive Director in 1987. While circumstances have changed, I believe the same basic challenges remain today. With fee simple purchases and experience with easements from my time with The Nature Conservancy, I am prepared to deal with those changes, and to take advantage of newer information, such as the recent Trust for Public Lands report, to better serve county government and the private property owners in the Keys. I would very much welcome the opportunity to work with the dedicated citizens appointed to the Advisory Board to develop ongoing and new strategies that can be explored with the County Commission sitting as the Land Authority's Board of Directors.

I have the job experience, background, demeanor, work ethic and energy to successfully lead the Land Authority forward. I look forward to discussing my candidacy at the earliest possible time. Thanking you for your time and considerations, I am

Sincerely,

Charles Pattison

Charles Pattison, FAICP

attachment: resume

C H A R L E S G. P A T T I S O N
2346 Armistead Road Tallahassee, FL 32312
Mobile (850)322-3144 - Work (850)222-6277 x 103
Email: cgpattison@comcast.net

CAREER HISTORY

Thirty-eight years of experience at private, local, state and regional levels involving program, contract and grant management, comprehensive plan development, land development regulation preparation, policy development, permit monitoring, coordination and enforcement, public relations, public beach access, growth management, intergovernmental coordination, flood insurance and building codes, land acquisition, budgeting, fundraising, and conservation easement preparation.

PROFESSIONAL EXPERIENCE

Policy Director, 1000 Friends of Florida, responsible for policy direction on a retainer basis for this nonprofit concerning transportation, coastal development and insurance, citizen outreach and water issues statewide in keeping with its mission of building better communities and serves as its lobbyist in the Florida Legislature.

President and Executive Director, 1000 Friends of Florida, Tallahassee, Florida, June, 1998 to May, 2014. Directs staff of eight professionals to implement the policies of this nonprofit growth management membership organization. Serving a 18 member Board of Directors, responsibilities include budgetary, management, and policy development responsibilities. Interaction with elected and appointed officials in local, state and federal government to advocate for affordable housing, legal strategies to implement growth management, and good community development practices throughout Florida.

Director, Division of Resource Planning & Management, Florida Department of Community Affairs, Tallahassee, Florida, April, 1992, to April, 1998. Responsible for 81 person unit designated as the state's land planning agency implementing Florida's growth management laws. Program tasks include review/approval, with technical assistance, of 467 local comprehensive plans and associated amendments, administration of Development of Regional Impact process and Areas of Critical State Concern program, development and application of administrative rules, all Division budgetary responsibilities, and frequent interaction with public and private interests, as well as local and state representatives, and the Florida Legislature.

Field Representative, The Nature Conservancy, Virginia Coast Reserve, Brownsville, Virginia, September, 1989, to April, 1992. Responsible for the establishment and implementation of protection tools necessary for a successful bioreserve model on the Virginia Eastern Shore megasite. Duties included extensive contact with seaside farm owners; development of landowner agreements and conservation easements; working with various Conservancy consultants on site specific land use plans; locating buyers for targeted farms; working with local and state officials to improve zoning and subdivision

ordinances as well as land use plans; assistance to the Director in matters related to megasite management, public relations and fundraising.

Executive Director, Monroe County Land Authority, Key West, Florida, September, 1987, to August, 1989. Developed the first local land authority authorized by Florida Statutes as an independent arm of Monroe County government in the Florida Keys; responsible for acquiring properties affected by the implementation of the Monroe County Comprehensive Land Use Plan with $6,000,000 appropriated by the Florida Legislature; managed recurring revenues exceeding $1,000,000 a year; identified, researched and cataloged 6,300 parcels for acquisition; established and maintained close working relationships with various local, nonprofit, state and federal regulatory, planning and acquisition programs; assisted in the adoption and promotion of a local Tourist Impact Tax; frequent presentations before the public, the Land Authority and its Advisory Committee.

Director, Building, Planning and Zoning Department, County of Monroe, Key West, Florida, July, 1985, to August, 1987. Responsible for the County department created as a special tax district to oversee planning, building and zoning functions in the Florida Keys; supervised 45 employees with annual budget of $2,000,000/year; participated in the development of a comprehensive land use plan, maps and land development regulations approved by the County Commission and the State of Florida; managed grant contracts for professional consultants; implemented performance oriented land use plan based on environmental and public facility considerations; implemented first County transferable development rights program; responsible for computerization of complete operation; familiarity with State and local building codes, and federal flood insurance regulations.

Planning Manager, Florida Department of Community Affairs, Bureau of State Planning, Key West Office, September, 1983, to July, 1985. Director of the Florida Keys Area of Critical State Concern Office; monitored and assisted four local governments covered by this designation; reviewed local development orders, ordinances and comprehensive plan revisions for consistency with state guidelines; provided technical assistance in developing new and modified comprehensive plans and land development regulations; intergovernmental coordination of private, local, state, regional and federal interests; grant supervision of State pass-through planning assistance funds; directed staff of five professionals.

Community Development Specialist II, North Carolina Department of Natural Resources and Community Development, Office of Coastal Management, Raleigh, N.C., October, 1979, to August, 1983, dual responsibility as:

Coastal Area Management Act (CAMA) Minor Permit Administrator - responsible for the Minor Permit program, trained and certified forty-three (43) local permit officers in coastal land development regulations; administered permit grant program; monitored local permit programs; assisted in developing regulatory standards; advised local permit officers on regulatory requirements of the permit program; made public presentations to the Coastal Resources Commission and Coastal Resources Advisory Committee on permit and policy issues; and Beach Access Coordinator - administered first State beach access program; developed pilot Program authorized under CAMA; developed coastal

access policies; administered $1,000,000 grant program; negotiated nineteen (19) local government project applications, including site reviews and contract compliance.

Planning Director, Onslow County, Jacksonville, North Carolina (NC), July, 1977, to September, 1979. Established and implemented local planning procedures for the Planning Board, Zoning Board of Adjustment and County Commission; responsible for all A-95 comments; issued coastal permits as a CAMA Local Permit Officer; appointed and issued local permits as Sand Dunes Officer; County representative to Neuse River Council of Governments, Housing Committee, and the NC Coastal Resources Advisory Committee.

Senior Regional Planner, South Florida Regional Planning Council, Miami, Florida, June, 1976, to June, 1977. Reviewed and commented on the region's federal Community Development Block Grant applications; developed regional transportation and housing policies.

PROFESSIONAL ACTIVITIES

Florida Wildlife Federation “Conservationist of the Year” for 2015.

Panel presentation at annual Everglades Coalition meeting on wildlife/transportation interface (2014) Panel presentation on Florida sector plans at annual meeting of Florida Chapter American Planning Association (APA, 2012-2014).

Presentations of “Florida 2060” research project by 1000 Friends of Florida to various legislative, elected and appointed public and citizen groups including editorial boards statewide, 2007-2008.

Panel /faculty presenter of various growth management topics for the annual Florida Chamber Short Course and Permit Workshops, 1993-2008.

Hosted annual meeting of Growth Management Leadership Alliance (now affiliated with Smart Growth America) at FAU/Abacoa, June, 2002.

Strategic Leadership for State Executives Certificate, Duke University, Durham, North Carolina, June, 1997.

Moderator at 1995 National APA Planning Conference on Rate of Growth Control Systems, Toronto, Canada, April 11, 1995.

Panel speaker at 1994 National APA Planning Conference on Intergovernmental Dispute Resolution, "Hot Topic: Florida ICE," San Francisco, CA, April 18, 1994.

Panel speaker, "Managing Community Growth and Change", sponsored by The Lincoln Institute, San Francisco, CA, April 19, 1994.

Speaker, 7th Annual Growth Management Conference, "DCA's New ICE Rule", sponsored by the FAU/FIU Joint Center, Ft. Lauderdale, FL, April 29, 1994.

Conference speaker at 10th Annual Zoning Institute, "How To Use Consultants From A Local Government Perspective", sponsored by APA and AICP, Orlando, FL, November 18-21, 1990.

Author, "Fear and Loathing in the Planning Profession: Ten Comments on the Political Factor", Carolina Planning, Vol.16, No.1, Spring, 1990.

EDUCATION

University of North Carolina, Chapel Hill, l974 to l976, Master of Regional Planning; North Carolina State University, Raleigh, 1968 to 1971, Bachelor of Arts in Ancient and European History.

INTERESTS

Travel, photography, aviation (Private Pilot #238803465), military fiction, aviation models, and scuba diving (PADI #86241333), Eagle Scout.

AFFILIATIONS

Fellow of the American Institute of Certified Planners (April, 2008) and American Planning Association; Leadership Florida Class 18; former Advisory Council Member to the Florida Growth Management Conflict Resolution Consortium; Hydrogeology Consortium/Wakulla Springs Alliance Board Member; Apalachee Land Conservancy Board Member; former Environmental Advisory Committee Member to University of Florida School of Natural Resources & Environment; Senate appointee for Century Commission for a Sustainable Florida (2005); Governor’s Climate Action Team Task Force (Florida, 2007); Gubernatorial appointee to East Central Florida Corridor Task Force (2014); Advisory Board Member (2013) National Institute for Transportation and Communities, 2015 Steering Committee for FDOT FTP/SIS Update.

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November 6, 2015

To Whom It May Concern:

I have had the distinct pleasure of knowing Charles Pattison since he served as the Executive Director of the Monroe County Land Authority and Planning Director for Monroe County in the 1980's.

Charles has since held important positions with The Nature Conservancy, Department of Community Affairs and 1000 Friends of Florida at the State level. During this entire period Charles has continuously shown his knowledge and appreciation for all of the unique facets of the Florida Keys which make our Islands so very special. Charles has always been a good friend and proponent of Monroe County throughout his career and in all of the various positons he has served. Charles is therefore uniquely capable, uniquely interconnected and uniquely knowledgeable about the challenges Monroe County faces to successfully lead the Monroe County Land Authority.

Success in this position will be measured by the ability to provide a balance between providing for a healthy environment for both the citizens as well as business interests of Monroe County. The increased need for Environmental Stewardship given the potential end of ROGO will require a unique set of skills and increased partnership with the State of Florida and Charles has the credentials to be able to bridge that increased partnership.

I fully and unconditionally endorse Charles Pattison in his application for the position of Executive Director of the Monroe County Land Authority.

Sincerely,

Brian C. Schmitt
Broker/Owner
Coldwell Banker Schmitt Real Estate Co.

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Lewinski-John

From: Allison DeFoor <adefoor@diocesefl.org>
Sent: Monday, November 02, 2015 1:34 PM
To: Charles Pattison
Subject: Monroe County Land Authority-application of Charles Pattison

>
>
> November 1, 2015
>
> To whom it may concern:
>
> It is a pleasure to write concerning the application of Charles
> Pattison
to head the Monroe County Land Authority. To sum it up, he would do a great job and would be a perfect fit.
>
> It was my privilege to be involved in the creation of the Land
> Authority,
and I believe that I was your first counsel, succeeded by Larry Erskine.
Those were the wild and wooly days of the Keys, full of renegade smugglers and borderline developers. The fate of the Keys was in play.
>
> A few folks stepped up at the time, and the coalition formed has
> carried
forward to today. Charles was deeply involved, first as the director of the MCLA, then with DCA. He then went off to broaden his experience with TNC nationally.
>
> He returned to Florida, and was director of the 1000 Friends of Florida.
When I was Everglades Czar, we interacted closely on issues in SE Florida.
It was later my privilege to serve on the 1000 Friends board, and Charles and I worked together closely. This was also at a critical time, this time for the whole state. Finally, we worked together in passage of Amendment 1 last year, which I Chaired.
>
> Charles is a an experienced and sophisticated player in growth
> Mangement
and land use. He is able to work with any legitimate interest group, in an engaged manner. Where cooperation is possible, he finds it quickly. Where conflict is inevitable, he is able to engage in a respectful way that does not create needless acrimony, and leaves the door open for compromise and future collaborations.
>
> Charles is one of the very best people in this field in Florida. It
> would
be a wonderful thing if he returned to the Keys to serve the Land Authority.
I recommend him with enthusiasm.
>
> Allison DeFoor
> Canon to the Ordinary
> Diocese of Florida
> adefoor@diocesefl.org

> 904-864-5141
>
> Sent from my iPad