

# ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p>It is the applicant's responsibility to keep the information on this form current.          To advise the County of any changes please contact Christine Coble          by telephone at 488-9962 or by e-mail at CobleC@mail.co.leon.fl.us</p> <p>Applications will be discarded if no appointment is made after two years.</p>		
<p>Name: <u>Brook Pace</u></p>		<p>Date: <u>1/8/07</u></p>
<p>Home Phone: 339-7171</p>	<p>Work Phone: 877-1099</p>	<p>Email: <u>bpace@ccrcpa.com</u></p>
<p>Occupation: Campaigns</p>		<p>Employer: Carroll &amp; Co., Inc.</p>
<p><b>Please check box for preferred mailing address.</b></p> <p><input checked="" type="checkbox"/> Work Address: 2640-A Mitcham Drive          City/State/Zip: Tallahassee, FL 32308</p>		
<p><input type="checkbox"/> Home Address 1129 High Meadow Dr          City/State/Zip: Tallahassee, FL 32311</p>		
<p>Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Do you own property in Leon County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, is it located within the City limits? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>For how many years have you lived and/or owned property in Leon County? <u>12</u> years</p>		
<p>Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference</p> <p>1st Choice: _____ 2nd Choice: _____</p>		
<p>If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please check those areas in which you are interested, or describe other areas not listed:</p> <p>Human Services <input type="checkbox"/> Housing <input type="checkbox"/> Health Care <input checked="" type="checkbox"/> Science <input type="checkbox"/> Library Services <input type="checkbox"/> Growth Management <input type="checkbox"/>          Tourist Development <input type="checkbox"/> Transportation <input type="checkbox"/> Bicycle/Pedestrian <input checked="" type="checkbox"/> Metropolitan Planning Organization <input type="checkbox"/>          Other Areas _____</p>		
<p>Have you served on any previous Leon County committees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) have you served? _____</p>		
<p>How many days per month would you be willing to commit for Committee work? <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 to 3 <input type="checkbox"/> 4 or more</p> <p>And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input type="checkbox"/> 3 to 5 <input checked="" type="checkbox"/> 6 or more</p> <p>What time of day would be best for you to attend Committee meetings? <input type="checkbox"/> Day <input checked="" type="checkbox"/> Night</p>		

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.

Race:  Caucasian     African American     Hispanic     Asian     Other  
Sex:     Male     Female                      Age: 27                      Disabled?     Yes     No

Persons needing a special accommodation to participate in an Advisory Committee should contact Christine Coble by telephone at 488-9962 or e-mail at CobleC@mail.co.leon.fl.us

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application. Please attach your resume, if one is available.

I have a M.A. in political science. I have been active throughout college in various organizations both community and academic. I am interested in parks and recreation, environmental, bike/ped, growth issues in Leon County.

References (you must provide at least one personal reference who is not a family member):

Name: Marsha Cantrell                      Telephone: 893-1048  
Address: 7748 Bass Ridge Trail, 32312

Name: Rick Carroll                      Telephone: 977-1099  
Address: 5440-A Mitchell Dr., 32308

**IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP**  
AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE QUESTIONS BELOW, YOU MUST COMPLETE AN ORIENTATION BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation?     Yes     No  
Are you willing to complete a financial disclosure form, if applicable?  Yes     No  
Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee?  Yes     No    If yes, from whom? \_\_\_\_\_  
Do you anticipate that you would be a stakeholder with regard to your participation on a Committee?  Yes     No  
Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts?  Yes     No    If yes, please explain \_\_\_\_\_  
Do you or your employer, or your wife or child or their employers, do business with Leon County?  Yes     No  
If yes, please explain \_\_\_\_\_

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee?  Yes  No  
If yes, please explain \_\_\_\_\_

All statements and information provided in this application are true to the best of my knowledge.

Signature: 

Please return Application to Christine Coble, Agenda Coordinator  
Leon County Board of County Commissioners  
301 South Monroe Street  
Tallahassee, FL 32301

# Alexandra Brook Pace

1129 High Meadow Drive; Tallahassee, Florida 32311  
Home Phone (850) 339-7171 ~ Email brookpace\_11@hotmail.com

## EXPERIENCE

- Charlie Crist for Governor Campaign** 2005-Present  
I maintain the Charlie Crist for Governor campaign account and database. Responsibilities include: daily ledger, monthly reconciliation, daily use of excel spreadsheets, contact with campaign staff and contributors to answer finance related questions, compliance with Florida Election laws.
- U.S. Congress Internship** 2004-2005  
Maintained high level of customer service for the U.S. House of Representatives 7<sup>th</sup> Tennessee District, Congressman Marsha Blackburn. Helps to satisfy constituent's demands. Handled routine political analysis for the D.C. office. Assisted with fundraising initiatives and voter registration drives.
- SIX50 Fitness Director** 2004-2005  
Developed strong face-to-face and tele communication skills. Learned to prioritize work and developed customer service skills. Supervised the fitness activities of Six50 health club. Managed fitness staff. Oversaw selection of fitness staff. Managed ongoing training of staff. Maintained high profile to promote guest interaction; counseled guests and answers their fitness questions. Maintained payroll and operating budgets in cooperation with the area supervisor. Served as a public figure to market and promote the Six50 fitness department and its staff.
- Personal Trainer** 2004-2005  
Developed strong cold calling abilities. Developed face-to-face communication skills, learned to prioritize work and developed customer service skills. Required to maintain sales goal. Served as fitness instructor and fitness educator to clients. Customized personal training and nutritional programs for clients. Maintained high level of customer service.
- Special Event, Facilities and Sched. G.A.** 2002-2004  
Oversaw day-to-day building operations. Maintained all accounting information for scheduled events. Accounted for daily income at closing and handles the appropriate documentation. Enforced facility policies and procedures, maintained attendance records, schedules, setup needs. Supervised special events and planned activities. Maintained the web page, served as on-call supervisor, maintained budget, handled all scheduling of facilities, helped implement fitness programs, promoted use of health and recreation, and assisted in fitness assessments. Promoted use of health and recreation. Scheduled activities and administered follow up documentation. Made decisions and took action on safety and cleanliness issues. Reported on facility equipment condition, inventory, and needs; maintained the work order log and follow-up documentation.

## EDUCATION

Bachelor of Arts in Political Science, University of West Florida 1997-2002  
Bachelor of Arts in International Studies, University of West Florida 1997-2002  
Master of Arts in Political Science, University of Memphis 2002-2005

## ACTIVITIES

UWF Clove Volunteer, 1997, 1999, 2000, 2001  
UWF Women's Varsity Soccer, 1997-2001  
UWF Women's Soccer Team Manager, 2001  
Assistant Tournament Director, Lizard Fest Volleyball, 2002  
NIRSA National Conference 2001, 2003

## COMMITTEES/ORGANIZATIONS

Phi Beta Delta, Former member of the International Students Honors Society  
Phi Sigma Alpha, Former member of the Political Science National Honors Society  
International Students Association  
NIRSA Student Member, 2002, 2004  
Student Athletic Advisory Committee, 2000-2001  
Student Representative, UWF Women's Soccer Advisory Board, 2001

## AWARDS/CERTIFICATES

Certified, American Red Cross First Aid, CPR; Certified, American Heart Association, CPR, AED, AFAA Certified  
NSCAA All-America Soccer; National Training and Fitness Champion; Intramural Sports Hall of Fame  
Deans List, President's List