

# ADVISORY COMMITTEE APPLICATION FOR BOAR

<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 606-5300 or by e-mail at CobleC@leoncountyfl.gov</p> <p>Applications will be discarded if no appointment is made after two years.</p>		
Name: George C. Banks		Date: 8-20-09
Home Phone: 668-7552	Work Phone: 219-5210	Email: george.banks@summiteast.com
Occupation: Commercial Developer/Broker		Employer: Summit East Management
Please check box for preferred mailing address.		
<input checked="" type="checkbox"/> Work Address: 1625 Summit Lake Drive, Suite 229		
City/State/Zip: Tallahassee, Florida 32317		
Home Address		
City/State/Zip:		
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 checked="" type="checkbox"/> No		
Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, is it located within the City limits? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
For how many years have you lived and/or owned property in Leon County? <u>28</u> years		
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference		
1st Choice: <u>Workforce Plus</u> 2nd Choice: _____		
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:		
Human Services __ Housing __ Health Care __ Science __ Library Services __ Growth Management __		
Tourist Development __ Transportation __ Bicycle/Pedestrian __ Parks & Recreation __		
Code Enforcement __		
Other Areas _____		
Have you served on any previous Leon County committees? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes, on what Committee(s) have you served? <u>Community Human Service Partnership (CHSP) Citizen Review Team</u>		
How many days per month would you be willing to commit for Committee work? 1 <input checked="" type="checkbox"/> 2 to 3 <input type="checkbox"/> 4 or more <input type="checkbox"/>		
And for how many months would you be willing to commit that amount of time? 2 <input type="checkbox"/> 3 to 5 <input type="checkbox"/> 6 or more <input checked="" type="checkbox"/>		
What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> Night		

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

Name: Barbara Boone, V.P. Community Outreach \_\_\_ Telephone: 850-521-3112 \_\_\_

Address: Greater Tallahassee Chamber of Commerce, PO Box 1639, Tallahassee, FL 32301 \_\_\_

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Name Claude Walker, Esq. \_\_\_\_\_ Telephone: 850-224-7091 \_\_\_

Address: Huey, Guilday, Tucker, Schwartz & Simpson, P.A. Law Firm, 1983 Centre Pointe Blvd., Suite 200, Tallahassee, FL 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**

(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: X Caucasian 9 African American 9 Hispanic 9 Asian 9 Other  
Sex: X Male 9 Female Age: 62 Disabled? 9 Yes X No

Persons needing a special accommodation to participate in an Advisory Committee should contact  
Christine Coble by telephone at 606-5300 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.

### **SUMMIT EAST MANAGEMENT, LLC**

#### **GEORGE C. BANKS**

Operations Manager

1625 Summit Lake Drive, Suite 229  
Tallahassee, Florida, 32317  
(850) 219-5210 work (850) 980-0008 cell

#### **EDUCATION**

Florida State University - Master of Public Administration (1990)  
Major: Public Management; State Government

University of Central Florida - Bachelor of Science in Business Administration (1974)  
Major: Business Management with emphasis on Marketing

Brevard Community College - Associate of Arts (1966)  
Major: Engineering emphasis

Leadership Tallahassee Class XIX Graduate (2001-2002)

#### **PROFESSIONAL**

#### **LICENSURE AND CERTIFICATION**

Licensed Commercial Realtor, Florida License BK3031181

Certified Public Purchasing Officer (CPPO) - accredited by the National Institute of Governmental Purchasing (NIGP) and the National Association of State Procurement Officials (NASPO).

Certified Public Manager (CPM) - The Florida Center for Public Management at Florida State University.

#### **EXPERIENCE**

2007 - Present, Broker/Managing Member, Summit Group Commercial Properties LLC

2000 - Present, Operations Manager, Summit East Management LLC.

Commercial Broker responsible for real estate lease/sale activities for the Summit East Technology & Research Park. Duties include property management, marketing and management of the information technology infrastructure. Owners' representative coordinating space planning and design between

architects/builders and tenants. Senior Consultant on public purchasing & administrative law for government contracting services. Providing master contracts, government contacts, resources, and process knowledge. Designated as an Expert Witness by Florida Department of Administrative Hearings (DOAH) on public purchasing matters.

1999 - 2000, Manager of Operations, Mainline Information Systems, Inc.

Responsible for the coordination, planning and support of Administrative operations of Finance & Accounting, Human Resources & Payroll, Customer Care, Purchasing and Information Technology Support. Federal/State Government Contracting Services, contract administration -- revisions, amendments, renewals, new placements for hardware, software and services.

**1984 - 1999, State of Florida Government, 15 Years Public Sector Purchasing and Administration.**

1990 - 1999, Director, Division of State Purchasing, Department of Management Services (DMS).

Responsible for providing public purchasing leadership and direction to all state and local government agencies. Responsible for the management of the State Purchasing operation, supervising staff and resources necessary to meet the diverse requirements of agencies needs. Responsible for providing credible core competencies, analytical and consultative services in competitive bidding and contracting by developing centralized procurement policies, rules and guidelines for use in the states' decentralized buying environment. Positioning Florida as a leader in public purchasing reform, through developing innovative desktop applications, web-based tools, reengineered processes and knowledge based solutions,

1987 - 1990, Bureau Chief, Office Systems & Services, Division of Administration, Department of General Services (DGS).

Responsible for providing administrative and technical services to assist in the agency operation of: Purchasing, contracting, competitive bidding, and real-property leases. Office systems and services of: Operation of the LAN, software training, centralized print shop, mallroom and office supply operations.

1986 - 1987, Supervisor, Division of Purchasing, (DGS).

Responsible for supervision of purchasing specialists, purchasing agents and technicians. Assist in contract administration and budget planning. Provide recommendations of new and revised policies, rules, procedures and programs regarding telecommunications, computers, and ITR consulting.

1984 - 1986, Purchasing Specialist, Division of Purchasing, (DGS). Responsible for administering state contracts, conducting pre-bid conferences, providing consulting, competitive sealed bids, evaluation and awards for Information Technology and Office Equipment.

**1966 - 1984 Private Sector**

1983 - 1984, Field Representative, Morris Food Brokerage. Grocery broker representing food manufacturers to grocery store corporate buyers and purchasing management. Responsible for inventory control and cost analysis of product lines.

1982 - 1983, Operations Manager, East Coast Cycles & Imports, Inc. Responsible for sales management of nationwide wholesale bicycle and accessories distributor. Oversight duties included warehousing, distribution, manufacturing, and coordination of purchasing and sales.

1979 - 1982, Store Merchandise Manager, Montgomery Ward & Co (Tallahassee, Florida). Administered store operation of 120+ employees. Responsible for buying, sales management, budget and operations review, coordination of local advertising media and public relations.

1975 - 1978, Store Merchandiser, Montgomery Ward & Co., (Mobile, Alabama). Selected for Corporate sponsored (Mobil Oil, Container Corp., & Montgomery Ward) Executive Mid-Management Training Program on administration policy analysis and evaluation methods.

1966 - 1974, Commission Sales and Management, Montgomery Ward & Co., (Cocoa, Florida).

**PERSONAL CREDENTIALS AVAILABLE UPON REQUEST**

**PROFESSIONAL AFFILIATIONS**

Member, Tallahassee Area Chamber of Commerce  
 Member, Tallahassee, Florida & National Board of Realtors  
 Past President, Tallahassee Westside Lions Club  
 Past Board of Directors, Boy Scouts of America, Suwannee River Area Council  
 Past Executive Committee, National Association of State Purchasing Officers (NASPO)  
 Past Board of Directors, National Institute of Governmental Purchasing (NIGP)  
 Past Executive Board, Florida Association of Public Purchasing Officers (FAPPO)  
 Past National President, American Academy of Certified Public Managers (AACPM)  
 Past President, Florida Society of Certified Public Managers (FSCPM)

**AWARDS**

**Personal**

1991 Florida Purchasing Manager of the Year, NIGP  
 1992 Distinguished Alumnus Award, Brevard Community College  
 1992 Distinguished Service Award, Florida Governor & Cabinet  
 1993 Governor's Commendation, State of Oklahoma  
 1995 Florida Certified Public Manager of the Year  
 1996 National Certified Public Manager of the Year

**State Purchasing**

1994 Distinguished Service Award, Dept. of Commerce, MBE Office  
 1995 Natural Gas Procurement Program, National Association of State Directors of Administration & General Service (NASDAG)  
 1996 Achievement of Excellence in Procurement Award, National Purchasing Institute (NPI)  
 1997 Outstanding Market Development Award, National Recycling Coalition (NRC)

**Davis Productivity Awards**

1993 Design & Development of Electronic State Term Contracts  
 1994 Authorization and Deployment of Software Master Price Agreements  
 1995 Created & Implemented the State Negotiated Agreement Price Schedules (SNAPS)  
 1996 SpursView analytical database  
 1997 Designed, Developed & Implemented the Hypertext Web Application for State Term Contracts  
 1998 Conceptualized, Developed & Created the Invitation to Negotiate (ITN)

**Community Service**

2001 Leadership Tallahassee, Leadership Development & Community Trusteeship Program  
 2002, 2003, 2004, 2006 United Way CHSP - Citizens Review Team  
 2003 Summit East "Best Office Park" Award by Tallahassee-Leon County MPO  
 2004 Youth Leadership Tallahassee Class I Committee  
 2004, 2005 Opportunity Tallahassee Planning Committee  
 2005, 2006, 2007 Lively Technical Center School Advisory Council  
 2005 Volunteer of the Year Award nominee for Business/Government  
 2006, 2007 Chairman Opportunity Tallahassee  
 2006 Best and Brightest High School Scholarship Judge  
 2006, 2007 Board of Governors Leadership Tallahassee  
 2006 Florida Department of Education, Policy Committee on: "NO CHILD LEFT BEHIND"