

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 606-5300 or by e-mail at CobleC@leoncountyfl.gov</p> <p style="text-align: center;">Applications will be discarded if no appointment is made after two years.</p>		
Name: Jordan W. Matheson		Date:
Home Phone: 850-385-9996	Work Phone: 850-222-8294	Email: jordanmatheson@embarqmail.com
Occupation: Small Business		Employer: Self Employed
Please check box for preferred mailing address.		
<input checked="" type="checkbox"/> Work Address: 1400 Village Sq Blvd Unit 3-219 City/State/Zip: Tallahassee, FL 32312		
Home Address 825 Live Oak Plantation Rd City/State/Zip: Tallahassee, FL 32312		
Do you live in Leon County? <input checked="" type="checkbox"/> Yes No If yes, do you live within the City limits? <input checked="" type="checkbox"/> Yes No		
Do you own property in Leon County? <input checked="" type="checkbox"/> Yes No If yes, is it located within the City limits? <input checked="" type="checkbox"/> Yes No		
For how many years have you lived and/or owned property in Leon County? <u>5</u> years		
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference		
1st Choice: <u>Charter Review Committee</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? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If Yes, on what Committee(s) have you served? _____		
How many days per month would you be willing to commit for Committee work? 1 2 to 3 <input checked="" type="checkbox"/> 4 or more And for how many months would you be willing to commit that amount of time? 2 3 to 5 <input checked="" type="checkbox"/> 6 or more What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> Night		
(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: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other Sex: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female Age: <u>32</u> Disabled? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
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.

See Resume

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

Name: Stewart Proctor Telephone: 850-656-6555

Address: 825 Thomasville Rd Tallahassee, FL 32303

Name: Jane Collins Aurell Telephone: 850-385-8844

Address: 1225 Live Oak Plantation Rd Tallahassee, FL 32312

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: [Handwritten Signature]

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

Jordan W. Matheson

825 Live Oak Plantation Rd
Tallahassee Florida 32312

jordanmatheson@embarqmail.com

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Phone: (850) 222-8294

Fax: (850) 222-6453

- Work Experience:** **PODS**, {*Capital City Moving & Storage, LLC*} Tallahassee, FL
Managing Member, January 2005 – Present
Purchased & Opened the #102 Portable On Demand Storage franchise in Tallahassee, FL
Easton & Associates, {*A Division of The Easton Group*} Miami, FL
Commercial Associate, June 2002 – December 2004
Brokered the sale of over \$100,000,000 in industrial, multi-family and land sales, directed the leasing for the Hillis – Ash properties, researched and negotiated options for purchase, formulated investment scenarios for both short and long term gain.
Basic Life Safety Inc., Miami, FL
President and Owner, June 1999 - May 2002
Florida distributor of Automatic External Defibrillators for *Hewlett Packard*, and *Agilent Technologies Medical Products Group*. Responsibilities included creation of company, management of day-to-day operations, in-service presentations to clients. Responsible in the recruitment of both Ford Motor Company and SC Johnson as exclusive Agilent customers.
Gables Enterprise Inc., Miami, FL
Office Assistant, Summer 1997, 1998
Assisted with due diligence in land acquisitions, including research of past offers, comparable sales, and public record searches.
Northeast Harbor Fire Rescue, Northeast Harbor, ME
Volunteer EMT, Summer 1996
Responded to over eighty 911 calls for medical attention in the Town of Mount Desert, ME
- Education:** **Eckerd College**, Saint Petersburg, FL
Bachelor of Arts, Business Management, May 2001
Proctor Academy, Andover, NH, June 1995
- Professional Development:** **State of Florida**, D.B.P.R.
Real Estate Salesperson License, February 2002
Maritime School of Florida, {*Chapman School of Seamanship*} Stuart, FL
Professional Mariner Training, December 1996
Awarded United States Coast Guard 100 ton (OUPV) License.
SOLO, Advanced Leadership & Emergency Care (ALEC), Conway, NH
Emergency Medical Technician, July 1995
ALEC is a 6-week intensive residency program with particular emphasis on the essential understanding of emergencies and how through proper leadership and knowledge risk can be minimized. After completion individuals are certified by SOLO, and the Department of Transportation as National Registered Emergency Medical Technicians.
- Other:** **Computer Experience:** Microsoft Suite, Citrix.
Professional Affiliations: Tallahassee Chamber of Commerce, Tallahassee Board of Realtors.
- Community Activities:** **United Way of the Big Bend:** Supporter and Volunteer, 2005 - Present
Making Strides Against Breast Cancer: Supporter and Volunteer, 2006 - Present
- Additional:** **Global Experience:** Travel abroad including Germany, Luxemburg, Switzerland, United Kingdom, Costa Rica, Caribbean, Morocco and Czech Republic.
IOD Sail Boat Racing, Northeast Harbor Fleet, July and August Series, Northeast Harbor, ME
Bermuda International Race Week, Nantucket Invitational, Nationals, Larchmont, NY.
- Family:** **Husband and Father:** Married, Amy L. (Dunwoody) Matheson (2003), Two Daughters, Barrett F. Matheson (2005) & Staunton E. Matheson (2007).