# CITY OF LAKE CITY, FLORIDA CITY BOARD/COMMITTEE APPLICATION



Dear Applicant:

Thank you for your interest in serving the City of Lake City as a member of a "Citizen" board or committee. We appreciate your willingness to help our elected and appointed officials shape the future of Lake City.

Please note, the City of Lake City is subject to FS 119, therefore this application is subject to disclosure absent any applicable exemptions.

Dans	Brown	
First Name	Last Name	Middle Initial
194 ME Coach Andres Lane		
Home Address		
		0
Lake City	FL	32025 Zip
City	State	
384-466-5803	<u> 3% - 4სს - 5803</u> Cell#	dankbrown 077 egmail.com
Phone Number	Celi#	Email
would like to serve:  Beautification Advisory C	ent Advisory Committee	
Poord of Trustees Gene	ard \( \square\) icipal Firefighters Pension Trust Funderal City Employees Retirement Plane City Municipal Police Officers Retire	
Charter Review		
your service on a Board or Com	s, skills, or experience that you feel w mittee.	
See attached		

## **Dante Brown**

194 NE Coach Anders Lane, Lake City, FL 32055

(386) 466-5803

dantebrown077@gmail.com

#### PROFESSIONAL SUMMARY

Customer-focused and experienced working directly with the public to ensure their satisfaction. Recent college graduate eager to join and add value to the City of Lake City Planning and Zoning Board.

**EDUCATION** 

Georgia Military College

Associate of Applied Science Degree

Milledgeville, GA

08/2022 - 03/2024

Columbia High School

High School Diploma

Lake City, FL

08/2017 - 05/2021

### **EMPLOYMENT HISTORY**

Tilloston Lawn Care/LandWise Landscape/Lawn Care

Lake City, FL

02/2021 - Present

- Responsible for the cultivation and care of the landscaping assignments of assigned clients.
- Cut lawn using hand, power or riding mower, trim and edge sidewalks, flower beds, and walls.
- Apply pesticide to rid grounds of pests.
- Maintain grounds including trimming, weeding, and general clean-up.

Royalty Healthcare Inc.

Non-Emergency Medical Transportation Assistant

Lake City, FL

07/2020 - Present

- Provide support to medical transportation drivers in performing inspections on assigned vehicles.
- Assist with safely transporting ambulatory, wheelchair, and/or stretcher clients to and from their designation.
- Follow assigned schedule from dispatch team.
- Deliver top-notch customer service for clients being transported to a variety of destinations.
- Fuel and maintain basic maintenance on assigned company vehicles.
- Maintain trip logs to provide to dispatch daily.

## **VOLUNTEER EXPERIENCE**

Columbia High School Varsity Girls Basketball Lake City, FL Trainer/Mentor 07/2019 - Present

- Work with young adults age 13 19 years old to improve academic success and athletic abilities.
- Assist with homework and skill development of basic basketball skills.
- Positive role model for youth participants and in the community.
- Exhibit sound judgment while executing teaching responsibilities and functions.
- Recommend and order equipment, supplies, and uniforms.
- Teach sport-specific skills in a clear, safe manner.
- Help supervise practices, travel, and contests, while always prioritizing safety.

# CITY OF LAKE CITY, FLORIDA CITY BOARD/COMMITTEE APPLICATION

Rec'd 5/15/24 20 9:17 am VIa email als

Dear Applicant:

Thank you for your interest in serving the City of Lake City as a member of a "Citizen" board or committee. We appreciate your willingness to help our elected and appointed officials shape the future of Lake City.

Please note, the City of Lake City is subject to FS 119, therefore this application is subject to disclosure absent any applicable exemptions.

Brenda	Douglass	7
First Name	Last Name	Middle Initial
316 SE MONT	ROEST	
Home Address		
LAKE CITY	FL	32025
City	State	Zip BDOUGLASSA
	386-365-8855	6
Phone Number	Cell#	Email
Utility Advisory Committee  Planning and Zoning Board  Board of Trustees – Munici  Board of Trustees – Genera		
Charter Review Other:HISTORIC		ENCY
Please indicate any certifications, your service on a Board or Comm	skills, or experience that you feel will bene ittee.	fit the City through
THROUGH RECENT PNOWLEDGE OF REGIDENT OF THE INTEREST IN PRE	THE LIDE AND AS HISTORIC DISTRICT P SERVATION OF SAID DIS	ORKING A STRONG STRICE.

While not required, please feel free to attach a resume to this application.

## Sikes, Audrey

From:

Brenda Douglass <bdouglass@frenveyinc.com>

Sent:

Wednesday, May 15, 2024 9:17 AM

To:

Sikes, Audrey

Subject:

Application

**Attachments:** 

P-Z application.pdf

#### Good morning!

Chris Lydick recommended that I email this application directly to you. I dropped it off a couple of months ago but I'm pretty sure it was not you that I handed it to and maybe it was lost because I haven't heard anything one way or another. Chris said to ask that the application be placed on the agenda at the next possible meeting for consideration.

Thank you in advance and if I need to do anything else, please let me know.

Brenda Douglass

Frenvey, Inc. P.O. Box 2095

Lake City, FL 32056 Ph: 386-752-0067

Fax: 386-755-1597

Rec'd 5/13/24 @ 4:37 pm via email

# CITY OF LAKE CITY, FLORIDA CITY BOARD/COMMITTEE APPLICATION

Dear Applicant:

• •		
Thank you for your interest in committee. We appreciate yo future of Lake City.	serving the City of Lake City as a mur willingness to help our elected and	nember of a "Citizen" board or I appointed officials shape the
Please note, the City of Lake disclosure absent any applicab	e City is subject to FS 119, therefore le exemptions.	e this application is subject to
7	\0.00'	K
First Name	Last Name	Middle Initial
312 NE Patterson	Ave	
Home Address		
Lake City	FL	32025
City	State	Zip
	386-623-9124	
Phone Number	Cel#	Email
would like to serve:  Beautification Advisory		,,
Utility Advisory Committ	nent Advisory Committee ee	
Board of Trustees – Ger	pard <u>/</u>	
Charter Review		
Other:		
Please indicate any certification your service on a Board or Cor	ns, skills, or experience that you feel w mmittee.	

## DANA KATRICE JERNIGAN

312 Ne Patterson Ave. - LAKE CITY, FL 32025 | djernigan27@yahoo.com | 386-623-9124

**OBJECTIVE** Seeking challenging opportunities in retail

SKILLS & ABILITIES

- Over 15 years of experience in retail store management
- Excellent customer service skills
- Communication and interpersonal skills
- Strategic Sales management
- Office skills: Computer literate with a knowledge of Windows, Microsoft Applications and internet capabilities.

# EXPERIENCE ADVANCED MEDICAL SUPPORT ASSISTANT/ASSISTANT AOD DEPARTMENT OF VETERANS AFFAIRS – LAKE CITY, FL 2019

- Verify travel arrangements with patients/caregivers assigned VA drivers
- Answer phone and give pick-up info/verify arrangements as assistance for contracted vendors.
- Contact drivers to notify with changes/cancelations to arranged travel.
- Updated/correct phone data from unscheduled visits list
- Print list for both Lake City and Gainesville's unscheduled visit.
- Document each update on workload log.
- Answer phone calls for both Admission/Registration and Administrator On Duty.
- Re-directing calls to proper clinics/departments
- Listen to veteran's/family/employee or vendor concerns (sometimes extensively
  empathetically.
- Provides source information such as contact phone numbers or processes to resolve needs/concerns.
- Contact EMS or 22/Engineering (from phone request) via radio or cisco number.
- Assist with ED staff with check-ins and labels requests via phone calls.
- Update patient information in Vista via phones for patients and other employees.
- Explain policies and processes for many hospital and VA functions.
- Document On-call request information from doctors when Administrator on Duty is busy.
- Note requests for on-call x-ray or C.T. techs when Administrator on Duty busy.
   (Verify stat request in CPS and lab results when needed, look up tech on duty, contact and document in callbook).
- Means Test or Co-pay Test Processing
- Process in-person financial assessment tests as patients require. Data entry in Vista.
- Explain thresholds and how they affect eligibility for benefits.
- Registration of New Patients
- Review documents prior to entry to verify pre-eligibility of veterans. Pre-interview with other required questions if needed prior to entry of registration.
- Verify patents data is not already in computer by search with full social security number.
- Discharge patients from day-surgery clinics or in-house resident programs such as SARRP
- Admit patients to SARRP or PPRT programs.
- · Switch beds
- Verify bed availably for requested switch; delete bed assignment if not available due to multiple beds switching using Vista.
- · Emergency Department check-ins.
- Admissions
- In-House Death notification
- Release of information process to other facilities
- After hours Telephonic Authorizations
- Implementation of New Regulations and Processes
- Monitor Environment/Respond if needed.
- Process Travel Reimbursement for Veterans

#### BENEFICIARY TRAVEL

### DEPARTMENT OF VETERANS AFFAIRS - LAKE CITY, FL 2022

- Communicating with veterans about there travel vouchers they submit to be process from each appointment so they can receive reimbursement.
- Call veterans to let them know there missing documents so their travel reimbursement can be process.
- Reach out to the veterans Community Care faculty to fax proof of community care appt so there will be no delay in veterans travel claims.
- Mail veterans paper travel vouchers in the mail so they will not have to travel to the faculty to pick them up.
- Answer phone calls and door entries concerning travel
- Process 50 claims in VISTA an hour.
- Answer all inquiries of Veterans and their family members/care givers
  questions about any vouchers that have been process in VISTA.
- Scan vouchers in Fiscal-Bene Travel Payment folder.
- · Resubmit Veterans claims if haven't been process.
- Always use Customers services when speaking with a veteran in person or on the phone.

#### NON-CLINICAL SITTER

## DEPARTMENT OF VETERANS AFFAIRS - LAKE CITY, FL 2022

- Provide Safety for patient/ Be Professional
  - Maintain Respectful Demeanor/Introduce yourself to patient/Explain your role
  - Maintain Confidentiality
  - Assure Patient's Dignity/Give firm & kind instructions to encourage relaxation.
  - Infection Control/Hand washing
  - Remain Calm promotes a calm patient/Refrain from using a loud rapid voice
  - Promote a safe, caring, patient focused environment.
  - Avoid giving Advice or Arguing
  - Report any Changes to patient RN, ask for help when needed.
  - Complete unit documentation/discuss with charge nurse or supervisor for rotations.
  - · Sit with patient one on one
  - Assist with patient's ADL's and patient care.
  - Provide Constant Observation
  - Never leave the patient alone.
  - Never leave the unit with the patient, unless directed or permitted to do so by the supervising nurse.
  - · Remain, alert and attentive always
  - Interventions/Keep supervising nurse aware of any changes in patient behavior, attitudes, verbalizations, expressions, etc.
  - If there are any behaviors that require immediate attention, request immediate assistance.
  - Set Boundaries/Do not sit on patient's bed
  - Do not touch patient unless providing nursing care and a nurse is present or you have been given approval.
  - Provide Patient Centered Care
  - Avoid Traps/Do not become pals/ Do not take sides/Do not provide them with anything special.

#### **DENTAL ASSISTANT**

FLORIDA DEPARTMENT OF HEALTH - LAKE CITY, FL 2016 - 2018

- Greeted and prepared patients for dental examinations.
- · Assist dentist at chair side by preparing operatory for procedure.
- Assist in performing duties of front desk.
- Provides information to the public regarding available services, local policies and procedures, collection and payment responsibilities.
- Perform billing and data entry as assigned.

#### DENTAL ASSISTANT

ASPIRE DENTAL GROUP - LAKE CITY FL 2012 - 2016

- Assisted in routine general dental procedures using concepts of four-handed dentistry.
- Assisted in specialized dental procedures, such as oral surgery, implant placement and restoration.
- Provided chair side assistance, to include set up of operatory/surgical suite, passes instrument safely.
- Assisted Dentist in charting and treatment plans in patient records.

### YOUTH CARE WORKER

INTERFACE YOUTH PROGRAM - LAKE CITY, FL 2006 - 2016

- Complete and compile an intake/admission package to gather information from the youth.
- Monitor teenage runaways ranging from the age limited of 12 to 18 years of age.
- Assist them with their care away from home.
- Conduct group meeting with the teenagers about life skills.
- Follow all state rules and regulations concerning Department of Children and Families Service (DCF) when accepting children into the program because of the confidentiality.
- Transport the youths to various appointments and special outings. Make travel arrangements for youths before being discharged.

## FRONT-END AND PRICING MANAGER, CASHIER

WINN-DIXIE LAKE CITY, FL

1999 - 2012

- Manage inventory, production, pricing integrity, merchandising, labor, security, expense control and other operational processes to company standards.
- Ensure the department is merchandised in accordance with the preferences of the community.
- Maintain shelf allocations to always ensure the availability of products.
- Ensure team members greet, assist, provide efficient service and thank

- customers in a prompt, courteous, friendly and business-like manner in order to promote the company image as a service-oriented operation.
- Ensure the departments are well maintained and meet or exceed company standards for appearance.
- Supervise, train and develop team members in accordance with company policies and procedures.
- Evaluate department conditions and operations to determine strengths and areas for improvement; reinforce strengths while developing and implementing improved practices and procedures.
- Ensure company standards for safety, proper food handling practices, sanitation and productivity are maintained.
- Ensure special cuts and customer requests are fulfilled.
- Responsible for scheduling department employees.
- Perform other job-related duties as assigned.
- Review interprets and act on information in company reports in order to improve performance in a given area (i.e. items pre-minute or voids).
- Organize and manage the accounting functions and records.
- Follow all company accounting and reporting policies and procedures.
- Made large amount of deposit and transactions to the bank weekly.
- Closed out cashier drawers and had to make sure of checks and balance.
- Oversee and ensue prompt, efficient and accurate check out for customers.
- Maintain productive, clean, organized, well-stocked front-end operation within stated guidelines.
- Exhibit, train, ensure and enforce proper scanning and bagging procedures.
- Assist in training other department associates on company's frontend.
- Managed and write out the front-end schedules in order to achieve first class service while achieving expense control objectives.
- Notify store Manager in advance if scheduling problems arise.
- Ensure and monitor proper safety practices. Immediately address customer issues/complaints and resolve to full satisfaction of customer, within company guidelines.

## EDUCATION LAKE CITY COMMUNITY COLLEGE - LAKE CITY, FL

- Phlebotomy
- HIV/AIDS Course April 20, 2009
- Received EKG Certificate May 7, 2009
- Concorde Career Institution Jacksonville, FL United States
- Professional 12/2000
- Dental Assistant Diploma December 2000
- EDA Certificate 2000 (Expanded Duties of Dental Auxiliary Personnel)

## COLUMBIA HIGH SCHOOL - LAKE CITY, FL UNITED STATES

High School Diploma

# NON-CLINICAL SITTER EDUCATION – LAKE CITY, FL NF/SG VA MEDICAL CENTER

Supervisor approval

- Basic Life Support Certification
- Completion of competency for non-clinical attendants
- Required TMS training (certificates)
- Close Observation of Medical-Surgical Patients, 118-15, 02/27/19
- Close Observation of Community Living Center (CLC) Residents, 11F-60, 08/24/13
- Patient abuse and neglect (VA 1334005)
- Infection control Part 1,2,3,4 and 5 (VA 1334002)
- Patient safety goal national (VA 3919744)
- Restraints (NEF 14358)
- Prevention of workplace harassment (VA 8872)
- Dementia Care 111-Understanding and managing difficult behaviors (NFED 13747)

#### **LEADERSHIP**

### SHILOH MISSIONARY BAPTIST CHURCH - LAKE CITY, FL

- Communication Specialist
- Young Matron Society 18-40 age group
- · Youth Director
- Coordinator for Summer Vacation Bible School

#### REFERENCES

**Dr. Allison Johnson, Dentist**Miles and Smiles Dental

(Cell): 910-431-2210

#### Dr. Rameek McNair, Dentist

Aspire Dental Group Office: 386-752-2336

#### Nakisha Smith, Medical Clerk

VA Medical Center Cell: 386-965-0072

Amy Dobson, Nursing Assistant VA Medical Center

Cell: 386-697-1517

PAGE 2

## Gill, Alina

From:

Angelo, Robert

Sent:

Monday, May 13, 2024 4:37 PM

To:

clerk@lcfla.com; Young, David

Subject:

P&Z Application for Dana Jernigan

**Attachments:** 

P&Z Application for Dana Jernigan.pdf

#### Clerk's Office,

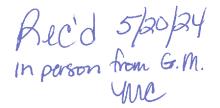
Sylvester Warren turned the attached application into Dave Young. Dave asked me to send it to you and we will turn the paper copy in to you tomorrow. They are located in the City limits.

Thank You Robert Angelo City of Lake City Growth Management growthmanagement@lcfla.com 386-719-5820



PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City officials regarding City business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.

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Please note, the City of Lake Cit disclosure absent any applicable e		e this application is subject to
Kendoo	Jones	()
First Name	Last Name	Middle Initial
842 SE Saint John Home Address	Street	
Home Address		
Lake City	FL	32095
City	State	Zip
	386-623-3414	
Phone Number	Cell#	Email
Board of Trustees – Genera Board of Trustees – Lake C	Advisory Committee	า
Charter Review		
Other:		
Please indicate any certifications, syour service on a Board or Commi	ttee. Please See attached	will benefit the City through

#### KENDRIA N. JONES 842 SE SAINT JOHN STREET- LAKE CITY, FL 32025

jones.kendria@yahoo.com (386) 623-3414

#### **QUALIFICATIONS**

I have over 10 years' experience as a member of the Classification Department as an Administrative Clerk Record's Clerk, Sentence Specialist, Case Manager, and Release Officer as well as over 3 years experience as a judicial assistant.

#### **EDUCATION**

Columbia High School, Lake City, Florida

High School Diploma, June 1999

American InterContinental University Schaumburg, IL

Bachelor's Degree in Criminal Justice & Case Management July 2016-February 2017

Strayer University Jacksonville, FL

Master's Degree in Public Administration October 2017-September 2020

#### PROFESSIONAL EXPERIENCE

#### **Corrections Corporation of America**

Classification Release Officer/Sentence Specialist/Case Manager August 2009-Present

- Work closely with ADO Staff and Department Heads to resolve any/all discrepancies
- Ensure that all information relating to cases are accurate and appear as it were imposed
- Handle all end of sentence documentation
- Input and update information in system pertaining to the release of inmates
- Communicate closely with various correctional facilities throughout the state of Florida
- Prepare necessary documentation for inmates pending outside court appearances
- Assist with the onboarding and training of new clerks and case managers
- Maintain an exceptional daily working relationship assisting and facilitating others to accomplish goals set by administration and other departments
- Make contact with Florida Department of Corrections to ensure any and all discrepancies with inmate sentences are corrected
- Contact Central Office advising the imposition of amended, vacated, and new sentences
- Assist the Release Officer with verifying inmate's planned place of residency upon release
- Assist inmates with ensuring they are identification ready prior to release as an attempt to reduce recidivism
- Answer inmate's request pertaining to issuance of gain time, court imposed sentence, phone request, or other inmate needs or concerns
- Counsel with inmates regarding appropriate program placement and skills necessary for successful re-entry to the community upon release, coordinate placement of the inmate into the programs, monitor and evaluate progress and ensure completion of programs is documented in the inmate records.

- Assist the Classification Supervisor in the review and implementation of appropriate departmental policies and procedures
- Act as Classification Supervisor as necessary

#### Wainwright Judicial Services,

Judicial Assistant August 2009 October 2006-

- Attend court hearings
- Prepare official documents such as affidavits, warrants, and other court correspondences
- Obtain personal and confidential information from offenders whom have been sentenced to probation
- Ensure that all terms of probation are being followed and completed in the time allotted
- Provide sentence information and instruct offenders on the terms of their probation
- Communicate with various departments within the judicial system to provide, collect, and maintain information on the offenders in which the office is responsible for supervising

#### **BellSouth Telecommunications**,

#### Call Center Lead

#### January 2000-August 2006

- Provide general information to the public to include addresses, telephone numbers for residential and commercial customers
- Supervise and assist a team of up to 50 communications employees with incoming customer calls
- Managed call quality and conflict resolution
- Managed work schedules of team members based on need and availability

to

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Danan	Mayo	A.
First Name	Last Name	Middle Initial
194 NE Coach Anders Lang Home Address		
City City	F <sub>C</sub> State	3205S Zip
384-344-9669	384-344-9669	darianmago e iclaud com
Phone Number	Cell#	Email
The following list compiles the active E only one board. Please indicate your would like to serve:  Beautification Advisory Commit Community Redevelopment Ad Utility Advisory Committee  Planning and Zoning Board Board of Trustees – Municipal F Board of Trustees – General Ci Board of Trustees – Lake City Manual Planting Redevelopment Advisory Committee	preference by marking which ttee lvisory Committee Firefighters Pension Trust Fity Employees Retirement F	ch Board(s) or Committee(s) you  Fund
Charter Review		
Other:		
Please indicate any certifications, skill your service on a Board or Committee	<b>.</b>	

## Darian A. Mayo

194 NE Coach Anders Lane, Lake City, FL 32055

(386) 344-9669

darianmayo@icloud.com

## PROFESSIONAL SUMMARY

An enthusiastic, resourceful and dedicated entrepreneur and property manager with excellent analytical skills and a demonstrated commitment to providing great customer service. Collaborative team player with superior work ethic, committed to the growth and development within an organization. Strong organizational abilities with proven success as an entrepreneur as well as with managing multiple residential real estate properties and volunteering time to mentorship of the youth. Well-rounded and professional team player eager to join the City of Lake City Planning and Zoning Board.

#### **EDUCATION**

Montverde College Preparatory Academy
High School Diploma: GPA 3.5, Dean's List

Montverde, FL

05/2021

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## EMPLOYMENT HISTORY

Royalty Healthcare Inc. (Owner)

Non-Emergency Medical Transportation Assistant Driver (as needed) Various Counties 07/2020 - Present

- Provide support to medical transportation drivers in performing inspections on assigned vehicles.
- Ascertain that assigned vehicles are properly equipped with required equipment, including wheelchair lifts and stretchers.
- Assist in mapping routes to destinations, by making good use of GPS and ordinary maps.
- Perform regular and predictive maintenance on vehicles, ensuring that they are kept clean at all times.
- Create and maintain logs of transports and ensure that dispatch teams are provided with current information regarding transport of patients.

#### FETA Enterprises

Real Estate Property Manager

Various Counties

07/2020 - Present

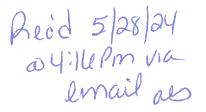
- Develop and maintain strong relationships with tenants, vendors, and contractors.
- Respond in timely manner to tenants' needs to meet lease obligations.
- Prepare and provide regular ownership reports, budgets, and other reports as needed.
- Manage all administrative tasks, including work orders, service requests, rent and expense payments, property maintenance, and vendor compliance requirements.

### **VOLUNTEER EXPERIENCE**

Columbia High School Varsity Girls Basketball Lake City, FL Trainer/Mentor 07/2019 - Present

- Work with young adults age 13 19 years old to improve academic success and athletic abilities.
- Assist with homework and skill development of basic basketball skills.
- Positive role model for youth participants and in the community.
- Exhibit sound judgment while executing teaching responsibilities and functions.
- Recommend and order equipment, supplies, and uniforms.
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disclosure absent any app	ilicable exemptions.	
Schara	Wilson	
First Name	Last Name	Middle Initial
884 NW Tey Home Address	has Ave	
Lake City	State	32055 Zip
City		•
	386-344-3655	Schara. Wilson 12 ogmail. Cov Email
Phone Number	Cell#	Email
Utility Advisory Con Planning and Zonin Board of Trustees - Board of Trustees - Board of Trustees - Charter Review	. /	
Other:		
Please indicate any certific your service on a Board or	r Committee. See attached	rill benefit the City through

## Schara Wilson

## **Business, Customer Service and Community Arts**

Lake City, FL 32055 schara.wilson12@gmail.com +1 386 344 3655

Business Office Operations
Experience in Quality Customer Service
Experience in Community Arts Planning and
Organizing

Authorized to work in the US for any employer

### Work Experience

### **Community Artists and Planner**

Visionworld Center Inc - Lake City, FL January 2014 to Present

Implementing of Business duties such as
Advertising, handling monies and Customer Service
Planning and Implementing fun activities ages 7-77
Implementing of community Arts Shows
Implementing of Theatrical Plays
Planning and Organization of programs
Lesson planning
Individual working
Team working to provide quality program
Presented friendliness to ensure great atmosphere

#### Teacher

Columbia County School System - Lake City, FL March 2009 to October 2020

Teaching children and teenagers and Adults grades 6-12.

Teacher Educational Classes and Studies and Ideas for overall Student Betterment and Success.

Cooperative and Individual Quality Lesson Planning and Implementation and delivery of Lessons for diverse learning techniques.

Implementation of lessons and learning materials and learning gear.

Goal Setting and Achievement for overall Success.

Parent Teacher Meetings

Staff/Administrative meetings

Teacher Parent Quality Lesson Planning for Students Enhanced Education.

#### **Waitress**

Fazolli's Italian Restaurant - Lake City, FL October 1997 to October 1998

Waitress and Cashier:

Customer Service of receiving and placing customers orders.

Fulfilling customer food and drink orders and tending to what other utilities they needed and wanted.

Made sure the restaurant tables and floors were cleaned, sweeping and moping.

Made sure forks, knives and napkins were stocked.

Made sure drink machine and counters were clean and organized.

Make sure register was balanced and all orders were accurate and matched.

Worked with other waitresses and cook staff to ensure orders were delivered to customer tables on time. Displayed friendly customer service.

Tenders to other duties requested by the manager.

#### Education

### College

#### Skills

- · Grocery store
- · Kitchen experience
- Guest services (10+ years)
- Hospitality (2 years)
- Organizational skills (7 years)
- · Property management
- · Fair Housing regulations
- LIHTC (1 year)
- Cash register (1 year)
- Experience with children (10+ years)
- Classroom experience (5 years)
- Yardi

#### Awards

## Awarded Ms HBCU Edward Waters College 2006

May 2006

Awarded Leadership at Edward Waters University Private College Jacksonville, FI

## Certifications and Licenses

## **Educator License with Stipulations**

### Additional Information

Featured in Black College Magazine

Featured in Ebony Magazine Featured in Current Magazine of Lake City, Fl

## Sikes, Audrey

From:

Angelo, Robert

Sent:

Tuesday, May 28, 2024 4:16 PM

To:

clerk@lcfla.com

Cc:

Young, David

Subject:

P&Z Application for Schara Wilson

**Attachments:** 

P&Z Application for Schara Wilson.pdf

Clerk's Office,

Sylvester Warren turned in the attached application for Schara Wilson. I have verified that the address on the application is within the City of Lake City, city limits.

Thank You **Robert Angelo** City of Lake City **Growth Management** growthmanagement@lcfla.com

386-719-5820



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in person 11:55 am My

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IoHa	Woolum	W.
First Name	Last Name	Middle Initial
1285 NW. D	AKOTA GLEN	
Home Address		
City City	Fc.	32055 Zip
	State	
386-758-7553	384-965-8100	CET GRAPHICS &
Phone Number	Cell#	Email & W
Utility Advisory Committee  Planning and Zoning Board Board of Trustees – Munic Board of Trustees – Gener Board of Trustees – Lake 0	nt Advisory Committee	
Charter Review		
Other:		
_	skills, or experience that you feel will hittee.	