

BARRY G. BROOKS

3214 Slinger Way
Tallahassee, Florida 32311
(850)877-5748 (Hm.)
(850)510-5666 (Cell)
bgbrooks@yahoo.com (e-mail)

OBJECTIVE:

To serve a Community utilizing my extensive knowledge, skills, and abilities.

SKILLS & ABILITIES: **Staff Direction**

- Develop, produce and manage legislative committee and city agenda
- Recruit, retain and manage professional staff
- Draft, manage and provide oversight of legislation
- Communicate with, represent and advise policy makers

Executive Management

- Create and present financial and general operational reports to policy makers
- Coordinate projects and policies across organizational units
- Lead management teams in developing solutions for challenges or in identifying opportunities for project or program enhancements.
- Lead senior management and line management teams in strategic planning
- Contract negotiations and management

Economic Development

- Directed state legislative policy committees for Economic Development
- Directed state legislative budget committee for Economic Development
- Oversaw the budgetary transition of Florida's Department of Commerce into the current public-private partnership entities
- Managed and performed legislative oversight of Florida's Economic Development efforts

Financial Management

- Revenue forecasting and monitoring
- Budget development, implementation and management
- Procurement of commodities and services
- Internal and external audit coordination

Inter-Governmental Affairs

- Established relationships with several state and local agencies
- Represented and presented policy positions or service needs before responsible administrators or policy boards
- Participate in multi-agency decision making
- Served as organization representative during Emergency Operations

Public Speaking

- Provided annual state agent certification training for tax enforcement
- Addressed many political forums and participated in public debates
- Extensive presentation experience before legislative committees and policy boards
- Participated in several media interviews (print, radio & television)
- Serve as Elder in the Presbyterian Church, USA and participate in Sunday Services when requested.

EXPERIENCE:

- Assistant to the City Manager** Albany, Georgia
- Board of Commissioners – City of Albany
 - April 2018 – Present
- Records Officer** Stuart, Florida
- Board of Commissioners – Martin County
 - January 2017 – January 2018 (Retired)
- Director, Process Improvement** Tallahassee, Florida
- Clerk of Courts, Leon County
 - April 2015 – December 2016
- Chief Deputy Tax Collector** Tallahassee, Florida
- Tax Collector, Leon County
 - February 2002 – April 2015
- Senior Budget Analyst** Tallahassee, Florida
- Florida Department of Transportation
 - August 2000 - January 2002
- Executive Council Director** Tallahassee, Florida
- Florida House of Representatives
 - May 1998 - May 2000
- Appropriations Staff Director** Tallahassee, Florida
- Florida House of Representatives
 - May 1996 - May 1998
- Senior Appropriations Analyst** Tallahassee, Florida
- Florida House of Representatives
 - May 1993 - May 1996
- Senior Budget and Policy Analyst** Tallahassee, Florida
- Executive Office of The Governor
 - May 1991 - May 1993
- Legislative Specialist** Tallahassee, Florida
- Florida Department of Transportation
 - May 1989 - May 1991

EDUCATION:

- Tallahassee Community College** Tallahassee, Florida
- Associate of Arts - Criminal Justice, 1983
- Florida State University** Tallahassee, Florida
- Bachelor of Science - Criminology, 1986
- Florida State University** Tallahassee, Florida
- Master of Public Administration, 1990

COMMUNITY LEADERSHIP:

- Capital Region Community Development District**
- Elected member of a five-member Board of Supervisors
 - District is a St. Joe Company Development - SouthWood
- Presbyterian Church, USA**
- Elder
 - Lafayette Presbyterian Church Session Member

United Way of the Big Bend, Inc.

- Campaign Coordinator for Clerk of Courts

Leon County Board of Commissioners

- Served as a Citizen Member of the Management and Efficiency Study Commission

Florida American Legion

- Past Counsellor and Board Member (25 years) of the American Legion Boys State Youth Leadership Program.

REFERENCES:

Mr. F. Palmer Williams, Esq.

3740 Bobbin Brook Way
Tallahassee, Florida 32312
E-mail: pwilliams@wggdlaw.com
TEL: (850)386-3300

Mr. Glen Robertson

9007 Eagles Ridge Drive
Tallahassee, Florida 32312
E-mail: gwr8008@aol.com
TEL: (850)294-8264

Mr. James Rudnick

3600 Maclay Blvd., Suite 200
Tallahassee, Florida 32312
E-mail: jim@rudnickdev.com
TEL: (850)545-1316