



CITY OF FORT PIERCE

100 NORTH US HWY 1
FORT PIERCE, FLORIDA 34950
(772) 467-3065 FAX (772) 467-3841

APPLICATION FOR APPOINTMENT/REAPPOINTMENT

Name of Board or Boards for which you are applying: Police Officers Retirement Fund Board of Trustees

Name: James Clasby		Phone: 772-971-1090
Home Address: 355 S Ocean Drive Apt 101 Fort Pierce, FL 34949 City/Zip Code:		How long at this address? 2
Are you a citizen of the United States? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Occupation: Project Manager		
Do you own a business that operates within the City of Fort Pierce? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list the address and nature of said business:		
Do you now or in the future plan to do business with the City of Fort Pierce? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, in what capacity?		
Are you employed by a business that is located within the City of Fort Pierce? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, state the business and location:		
Do you have special training or knowledge in the area of: Architecture: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Engineering: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Real Estate Brokering: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Contracting: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Land Development: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Other: Describe your education, background, training and knowledge – (feel free to attach a resume): See Attached Resume.		
Are you currently a member of a Commission-appointed board/committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please specify:		
Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, what was the nature of the crime(s) you were convicted of:		
Referred by: Self		Applicant Email Address: JamesClasby@gmail.com
Date: 12/2/20	Applicant's Signature James Clasby	

APPLICATIONS EXPIRE 6 MONTHS FROM THE DATE OF SUBMISSION. PLEASE REAPPLY AS OFTEN AS DESIRED.
Please return form to: City Clerk's Office – 100 North US Hwy 1, Fort Pierce, Florida 34950
fax (772) 467-3841 or via email at lcox@cityoffortpierce.com

James D. Clasby Jr.

772-971-1090 | JamesClasby@gmail.com

EDUCATION

M.P.A. | Fall 2015 | Florida Atlantic University

Major: Public Administration & Graduate Certificate: Public Procurement

Related coursework: Regulation, Urban Design, Project Management, Policy Evaluation, Organization & Administrative Behavior, Applied Research Methods, Public Policy Administration, Public Budgeting, Public Sector Contract Formulation, Labor Relations, etc.

B.A. | Fall 2012 | Florida Atlantic University

Major: Political Science | Minor: Public Administration

Related coursework: Planning and Growth Management, Urban Politics, State & Local Government Admin, Public Budget & Finance, Race and Ethnicity in Politics, Emergency, Disaster Management, etc.

WORK EXPERIENCE

CRA Project Manager | Martin County | May 2019 – Present

Responsible for the creation, administration, review, inspection, supervision, and coordination of all aspects of CRA projects and initiatives. Administers contracts; develops the scope of work or capital projects and community led initiatives. Coordinates the review of site plans, public hearing applications including conditional use applications, alternative compliance requests, re-zonings, building permits, and zoning verifications. Coordinates and processes CRA code amendments. Interprets laws, rules, and regulations within the CRA. Provides professional and technical review for Neighborhood Advisory Committees, the CRA Board, and the Board of County Commissioners.

Development Project Manager | Redtail Design Group | November 2018 – May 2019

Lead the planning, design, due diligence, entitlement and delivery of land development projects for private sector clients. Coordinate with investors, attorneys, government agencies, engineers, architects, and marketing teams from land acquisition to project closeout to ensure the success of all projects.

Facilities Project Manager | St. Lucie County BOCC | August 2016 – November 2018

Direct all phases of construction for major capital projects including: initiation, planning, execution, closing, and maintenance. Act as a liaison between field operations, internal County Departments, external consultants and contractors. Coordinate construction management activities and advise departments on various projects. Define project scopes and objectives with input from all relevant stakeholders. Provide timely project updates to County Administration and stakeholders. Coordinate and administer internal construction crews and external contractors. Ensure projects are delivered on time, within the scope, and within the budget. Responsible for keeping project schedules, contracts, and specification documents up to date. Assist contractors in the development review process and help expedite permits and inspections. Responsible for reviewing construction documents and completed work to ensure compliance with established contracts and scopes of work. Present items to the Board of County Commissioners as necessary. Represent the county in the Treasure Coast Builders Association.

Construction Project Manager | K Gordon Construction | December 2013 – October 2017

Identify and obtain all permits, waivers, variances, utilities, and zoning requirements that will be required to complete the project. Perform a comprehensive review of all construction drawings to ensure compliance with all applicable codes and regulations to expedite the plan review process. Monitor all

applications throughout the plan review process and submit revisions as necessary to gain approval for construction.

Estimate the cost of various projects based on industry knowledge and current market conditions. Create complete construction budgets for renovations and single-family homes. Generate individual scopes of work for each vendor involved in the project. Award contracts to the most appropriate vendors. Lead bi-weekly company meetings to keep sales staff, construction superintendents, estimators, office staff, and designers up to date on the status of individual projects. Represent the company at local Treasure Coast Builders Association events. Attend Florida Legislative Session with the Florida Association of Home Builders to inform state lawmakers about the status of the building industry and how specific legislation will affect it. Attend National Association of Home Builder government affairs committee meetings to stay informed about national trends relating to the building industry.

Deputy Tax Collector | St. Lucie County Tax Collector | August 2013 – January 2014

Assisted staff with research into title, license, and registration questions. Provided support to a diverse citizenry in person and over the phone regarding licenses, tax statements, document requirements, methods of payment, and general tax office related questions.

Construction Superintendent | Don Willems Builder | August 2008 – August 2013

Worked on job sites involving renovations, repairs, additions, and new construction for residential and commercial buildings. Job duties included framing interior and exterior walls, forming and pouring footers and slabs, hanging and finishing drywall, painting, and roofing,

MEMBERSHIPS

Bicycle & Pedestrian Committee Member, SLC Transportation Planning Organization, Chairman, 2016-2018

Planning and Zoning Commissioner, St. Lucie County, Vice Chairman, Appointed At-Large 2014-2018

FHBA Member, Florida Home Builders Association Government Affairs, 2013 -

Citizen's Budget Committee Member, St. Lucie County, Appointed in 2011; Reappointed in 2013, and 2015