



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: Affordable Housing Advisory Committee

Name: Gaylon Browne	Phone: 678-468-4782
Home Address: 1034 SW Del Rio Blvd Port St Lucie, FL 34953 City/Zip Code:	How long at this address? 4 years
Are you a citizen of the United States? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Occupation:	
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, in what capacity? Seeking to provide quality housing & property management services to St Lucie County residents	
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 type="checkbox"/> Yes <input type="checkbox"/> No Engineering: <input type="checkbox"/> Yes <input type="checkbox"/> No Real Estate Brokering: <input type="checkbox"/> Yes <input type="checkbox"/> No Contracting: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Land Development: <input type="checkbox"/> Yes <input type="checkbox"/> No Other: Describe your education, background, training and knowledge – (feel free to attach a resume): Property Management Experience. Please see attached information	
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:	Applicant Email Address: gsabrowne@gmail.com
Date: 11/18/2022	Applicant's Signature

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 lcx@cityoffortpierce.com

GAYLON S BROWNE
ACCEPTABLE ACQUISITION SOLUTIONS LLC

290 NW PEACOCK BLVD #880462
PORT ST LUCIE, FL 34986
(678-310-3583)

ACCEPTABLEACQUISITIONSOLUTIONS@GMAIL.COM

Skilled entrepreneur who is creative & passionate. Over 5 years experience in Management and Project Coordination and Operation of a business. Outstanding leadership and & customer service skills. Seeking opportunity to work with local and state government

Responsibilities included

- Heavily involved in developing operational goals and incorporating compliance strategies to maximize success
- Experience in managing single family and multi family properties, unit owner relations, tracking repairs and supplies
- Basic skills in maintenance, record keeping, supply and inventory, managed staff, accounts payable and receivables. Knowledge of basic electrical work, and basic repairs. Performed inspections within the properties to ensure proper maintenance and security.
- Coordinated building maintenance systems with contractors and suppliers
- Performed maintenance duties as assigned.
- Inspected building to distinguish defects, refurbishment and other maintenance activities.
- Maintained monthly programs to ensure preventative maintenance.
- Carried out repairs as necessary.
- Coordinated with various individuals regarding building maintenance systems.
- Knowledgeable in Microsoft Word, Excel and property management software
- Oversee the daily operations of the business.

- **Maintained relationships with contractors with equipment and supplier vendors, contractors and subcontractors**
- Performed office and management duties.
- Performed hiring and managed a team of employees and contractors.
- Managed marketing, bookkeeping, payroll, and advertising.
- Coordinated meetings with clients
- Studied the industry market and kept abreast of new trends.

Experience

March /2019 - PRESENT

Dean Brown Properties - Property Manager Lehigh Acres, FL

January/2019 - PRESENT

Founded Acceptable Acquisition Solutions Port St Lucie, FL - Owner