

Trina Gilliam

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Experience

City Planner

06/2018 – Present City of Rockledge

- TREE Board staff liaison, prepares and distributes agenda packages, attends monthly, seeks approval on board related activities
- Attends monthly Planning Commission meetings, prepares and distributes agenda packages, presents development projects and other items for consideration
- Assists with identifying and assessing sites for development
- Meets with developers to discuss the potential of new development projects
- Project Management: coordinates with the development review team
- Reviews development proposals and site plans for conformance with codes and regulations
- Evaluates rezonings and variances
- Completed 3 annexations and Evaluation and Review process.
- Staff liaison to ECFRPC Regional Resilience Collaborative serving on 3 technical advisory committees
- Researches and develops new land development regulations (LDRs)
- Manages various grants
- Essential Employee required to work during a declared or undeclared emergency
- Performs other related job duties as assigned

Planner I

08/2017-06/2018 Brevard County Board of County Commissioners

- Assists in preparing small studies
- Prepared staff reports and zoning verification letters
- Reviewed site plans for conformance with codes and regulations
- Interprets planning and/or zoning regulations, codes, and laws
- Provides information to the public regarding zoning, comprehensive plan, and land development regulations
- Essential Employee required to work during a declared or undeclared emergency
- Researched and assisted with the development of new LDRs

Planning Intern

07/2015-01/2017 City of Titusville, Planning Department

- Assisted the planning department with the modification and re-organization of Titusville's land development regulations (LDR's)
- Conducted research and contributed to new LDRs
- Performed planner of the day duties responding to phone calls and customer inquiries at the front counter

Graduate Assistant

5/2015-07/2015 University of Central Florida, Office of Integrity and Ethical Development

- Conducted Orientation tabling sessions
- One-on-one student coaching sessions
- Researched other universities integrity and ethical policies to contribute to modification of existing integrity and ethical policies at UCF
- Contributed to production of marketing materials

Receptionist

03/2014-07/2015 University of Central Florida, Office of Transfer and Transitional Services

- Greeted office visitors
- Answered the phones, fielded basic questions, took messages and scheduled appointments
- Contributed to production of marketing materials

Customer Service Rep

01/02/2012-03/15/2013 Allied Internet Center, Rockledge, FL

- Completed shift paperwork, and operated register
- Trained new employees

Education

University of Central Florida, Orlando, FL

Sociology B.A. (Honors), 2015

University of Central Florida, Orlando, FL

Urban and Regional Planning MSURP May 2018

Professional Affiliations

- Member, American Planning Association (APA)