

**Telephone/Information
Directory
Indian River County
PHONE – (772) 567-8000**

ADMINISTRATION: 1801 27th St. Bldg. A..... 567-8000
 Brown, Jason - County Administrator..... 226-1408
 Cournoyer, Tina - Assistant to County Administrator 226-1408
 Fax: 978-1822
 Zito, Michael C. – Assistant County Administrator/General Services 226-1410
 Primary Office Location 5500 77th St. Vero Bch.
 – Legislative Affairs & Communications Manager 226-4329

AGRICULTURAL EXT. SERVICE: 1800 27th St. Bldg. B (2nd Fl.) 226-4330
 Kelly-Begazo, Christine – County Extension Director/Ag Agent 4316
 Master Gardeners 4324
 Florian, Yvonne – Staff Assistant II 4314
 McCarty, Kaitlyn – 4-H Youth Development..... 4315
 Munroe, Nickie – Environmental Horticulture Agent 4318
 Zugay, Olivia – 4-H Program Assistant..... 4326
 Fax: 226-1743

ANIMAL CONTROL
See EMERGENCY SERVICES

ATTORNEY: 1801 27th St. Bldg. A..... 226-1424
 Reingold, Dylan – County Attorney..... 1427
 DeBaal, William K. – Deputy County Attorney..... 1426
 Glanville, Taree – Staff Asst. III 1424
 Moore, Christina – Legal Asst. 1405
 Prado, Susan – Assistant County Attorney..... 1406
 Westerik, Nadia – Legal Asst. 1580
 Fax: 569-4317

BOARD OF COUNTY COMMISSIONERS: 1801 27th St. Bldg. A 226-1490
 Adams, Susan – Commissioner, District 1 1442
 Earman, Joseph H.– Commissioner, District 3..... 1919
 Flescher, Joseph E. – Chairman, Commissioner, District 2 1919
 List, Kathy – Receptionist 1490
 Moirano, Kim – Commissioner Assistant, District 1 1442
 Moss, Laura – Commissioner District 5 1440
 O’Bryan, Peter D. – Vice Chairman, Commissioner, District 4 1440
 Offutt, Ed – Commissioner Assistant, District 2 & 3 1919
 Stokes, Maura – Commissioner Assistant, District 4 & 5..... 1440
 Plesnarski, Lisa – Recording Secretary (Part time) 1433
 Fax: 770-5334

BUDGET: 1801 27 th St. Bldg. A.....	567-8000
Daniels, Kristin – Director, Mgmt. & Budget	1214
Bergeron, Carol – Budget Support Specialist.	1214
Bommarito, Ruth – Senior Budget Analyst.....	1663
Kriss, Elise – Budget Analyst.....	1307

BUILDING DIVISION: Open 8 a.m. 1801 27 th St. Bldg. A.....	567-8000
Building Division Main Line	1260
McAdam, Scott – Building Official.....	1268
Guanch, Jose’ – Deputy Building Official	1265
Bowling, Charlotte – Administrative Assistant	1266
Medina, Tammy – Administrative Assistant	1665
On-Call Plans Examiner	1275
Fax:	770-5333

Building Support Specialists:

Adams, Ayesha	1912
Kelley, Lauren	1598
Newman, Katie	1422
Perez, Marelyn	1419
Reeves, Candice	1191
Shaw, Eva	1033
Wallis, Dawn	1279

Contractor Licensing:

Checchi, David	1829
Collins, Michael	1032
Dunkerley, Rick	1918

Plans Examiner of the Day:

Gilbert, Kelly – Building Division Liaison & Inspection Coordinator	1127
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Plans Examiners:

Cheer, Rick	1270
Clayburn, Graham	1924
Lopez Alba, Denis	1925
Lundeen, Erika	1929
Mossman, Ray	1930
Posada, Layla	1409
Valencia, Alba	1096

Scanning/Archives:

Glowacki, Andy	1141
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CLERK OF THE CIRCUIT COURT:

Courthouse - 2000 16th Ave. 32960 226-3100
www.clerk.indian-river.org
Appeals/Transcribing; Cashiers/Bookkeeping; Civil/Probate & Guardianship;
Domestic Relations/Domestic Violence & Mental Health; Felony;
Jury/Passport & Marriage License; Juvenile; Recording; Traffic & Misdemeanor....
Fax: General 770-5008

Administration – Clerk of Circuit Court:

Courthouse – 2000 16th Ave. VB Fl 32960 226-3100
Smith, Jeffrey R. – Clerk of Circuit Court & Comptroller 3103
Carlsward, Cindy – Chief Deputy Courts & Recording 3130
Halsey, Edward – Internal Auditor 3108
McIver, Laura – HR Director 3101
Fax (Administration Only) 778-4748

County Admin. Bldg. 1801 27th St. Bldg. A 567-8000
Smith, Jeffrey R. Clerk of the Circuit Court & Comptroller 3103

Clerk to the Board of County Commission:

County Admin. Bldg. – 1801 27th St. Bldg. A 567-8000
Collins-Lister, Terri - Supervisor 1432
Clerk of the Day 1916
Rizzo, Jacqueline 1439
Wardlow, Randi..... 1453
Zirkle, Rhonda 1435
Fax: 978-1857

Finance Office: County Admin. Bldg. 1801 27th St. Bldg. A..... 567-8000
Nagy, Elissa -Finance Director..... 1570
Biggs, Raechel 1523
Cone, Raeanne – Senior Accountant..... 1219
DiMaggio, Danielle - Payroll 1725
James, Shauna 1516
Minuse, Suzanne – Payroll 1285
Pons, Anny- 1552
Potter, Vicki 1200
Fax: 770-5331

Information Technology: 1801 27th St. Bldg. A 567-8000
Sisilli, Paul– Director 1714
Brock, Jim..... 1208
Toppolo, Lisa 1542
Pfoutz, Dean 1211
Taylor, Isaac..... 1643
Computer Lab 1797
Computer Assembly Room..... 1796
Fax: 569-9711

CLERK OF THE CIRCUIT COURT – NORTH COUNTY:

Sebastian Square Plaza, 1921 U.S. Hwy 1 Sebastian, 32958 1173 or 388-0656

Fax: 581-4987

Courthouse Offices: - 2000 16th Ave 32960:

Child Support Hearing Officer, Elizabeth McHugh.....772-462-1415

Interpreters 226-3387

Sheriff’s Civil, Room 232 226-3190

Sgt. Jeffrey Plasse3198

Fax: 778-8266

Sheriff’s Security 226-3199

Lieut. Michael Raia.....3196

Sgt. Jason Bourdette.....3200

Sgt. Greg Berg3194

Miriam Salome3199

Fax: 770-5210

Judges – Circuit: - Courthouse, 2000 16th Ave. 32960

Chief Judge Charles Schwab772-742-9231

Gale Knowles – Judicial Asst.772-742-9231

Judge Cynthia Cox, Suite 383 226-3376

Havely White – Judicial Asst. 226-3376

Fax: 770-5335

Judge Janet Croom, Suite 375 226-3380

Dominic Virginio – Judicial Assistant 226-3380

Judge Michael Linn, Suite 384..... 226-3374

Alicia, Mittwede – Judicial Assistant..... 226-3374

Fax: 770-5335

Judge Dan Vaughn, Suite 374..... 226-3382

Alice Crump – Judicial Assistant 226-3382

Patty Harris – 19th Circuit Court Administrator 772-807-4370

Fax: 770-5235

Judges – County: - Courthouse, 2000 16th Ave. Suite 263, 32960

Judge Nicole Menz..... 226-3361

Carlene Wiley – Judicial Assistant..... 226-3361

Fax: 770-5477

Judge Robyn Stone..... 226-3363

Jennifer Siegler – Judicial Assistant 226-3363

Leatha, Mullins – Magistrate 226-3367

Alison, Mendoza – Assistant to Magistrate..... 226-3367

Fax: 772-770-5235

COASTAL ENGINEERING:

See **PUBLIC WORKS**

CODE ENFORCEMENT:

See **COMMUNITY DEVELOPMENT**

COMMUNITY DEVELOPMENT DEPARTMENT: 1801 27th St.	226-1237
General Information/Assistance	1237/1230
Matson, Phil – Community Development Director	1253
Sobczak, Andy – Assistant Community Development Director	1256
Charest, Kathy – Staff Assistant IV	1254
Planner of the Day Office	1259
Fax:	978-1806
<u>Planning Division:</u>	
Receptionist/Information	1237/1230
<u>Current Development:</u>	
Bedell, Carmen – Staff Assistant I	1237
Bowdren, Maria – Staff Assistant III	1242
Creagan, Brandon – Senior Planner	1003
Smith, Stephanie – Planning Technician.....	1923
Murphy, Patrick – Senior Planner	1690
Sweeney, Ryan – Chief Planner.....	1239
Vietze, Mark – Planning GIS and Address Database Coordinator	1244
Vreeland, Mary Jane – Planner.....	1715
Wood, Nancy – Planning Technician	1255
<u>Environmental & Code Enforcement :</u>	
Code Enforcement Information/Assistance	1249
Environmental Planning Information/Assistance.....	1249
(If Line 1249 busy/unavailable)	1237/1230
Guerra, Rebecca – Chief Planner.....	1258
Amaris, Gil – Staff Assistant II (temp)	1249
Buck, Kelly – Code Enforcement Coordinator.....	1517
Carter-Solomon, Vanessa – Code Enforcement Officer	1989
Driskell, Daphne – Code Enforcement Officer	1252
Hitt, Steven – Principal Environmental Planner	1240
Johnson, Tricia – Code Enforcement Officer	1762
VACANT – Staff Assistant II	1249
<u>Long-Range:</u>	
Stoll, John – Chief Planner.....	1250
Balter, Chris – Senior Planner	1243
Collins, Bill – Planning Assistant II (CARES).....	4355
Heck, Kristen – Staff Assistant	4354
Johnston, Vickie – Planning Assistant	1241
Klerlein, Leisa – Planning Technician II.....	4342
Pickhardt, Diane – SHIP (Temp)	1594
Watkins, Jessica – Planning Assistant (CARES, SHIP)	4344
VACANT – Planner	1243
SHIP Fax	226-1922
<u>Metropolitan Planning Organization:</u>	
Freeman, Brian – MPO Staff Director	1990
Howard, Jon -Senior Planner	1672
Johnson, Patti– Staff Assistant III	1455
Mann, Jim – Senior Planner	1034

CONFERENCE ROOMS:

Bldg. A - 1801 27th St. 567-8000
 1st Floor Main Hallway (A1-102)1601
 1st Floor Community Development (A1-411) 1551
 1st Floor Building Div. (A1-108)4350
 1st Floor Public Works (A1-303).....1608
 1st Floor Utilities (A1-216).....1839
 1st Floor Code Enforcement (A1-430).....1606
 1st Floor Community Develop. Director (A1-439).....1605
 2nd Floor Executive Conf. Room (A2-105).....1607
Bldg. B – 1800 27th St...... 567-8000
 1st Floor Primary Conference Room (B1-501) 1611
 2nd Floor Conference Room (B2-504)..... 1723,1724,1738,1739 or 1740
 1st Floor Human Resources (B1-402) 1996
 1st Floor Purchasing (B1-303) 1612

EMERGENCY SERVICES DEPT: 4225 43rd Ave. 32967 226-3900
 Stone, Tad – Director3947
 Sawyer, Erin – Staff Assistant IV3947
 Fax: 567-9323

Emergency Management 4225 43rd Ave.

Lloyd, Ryan – Emergency Management Coordinator3944
 Ivey, Rachel – Emergency Management Planner II3941
 Nicholas, Lexi – Emergency Management Planner I3918
 Wishard, Sharyne – Staff Asst. II3945
 Fax: 567-9323

REP/Communications 4225 43rd Ave.

Resto, Maria – Emergency Services Manager3940
 Vacant -REP Analyst3954
 Fax: 770-5245

911 Database 4225 43rd Ave.

Smith, Tina – 911 Database Coordinator3942
 Rackard, Karen – 911 Mapping Technician3943
 Fax: 226-3876

Animal Control – 4305 43rd Ave. #102 B 32967 226-4799

Ogilvie, Jason – Animal Control Manager 4797 or Pager 770-7403
 Franks, Sharon – Staff Asst. II4798
 Mead, Deric – Animal Control Officer4792
 Hall, Richard – Animal Control Officer4793
 Hummel, Eric – Animal Control Officer4794
 Laramie, Brianna – Staff Asst. 14795
 West, Jeff – Animal Control Officer4796
 Fax: 226-1296

EMERGENCY SERVICES DEPT continued:

Fire Rescue: Support Services, Investigations and Training 4225 43rd Ave.

Adamson, Steve – Training Captain	3917
Carroll, Shawna - Staff Asst. III	3948
Casano, Beth – Staff Asst. II.....	3949
Gibbons, Sean – Assistant Chief.....	3950
Greer, Steve – Battalion Chief.....	3951
Herrington, Bill – Training Captain.....	3962
Johnson, Dave – Fire Chief.....	1977
La Mana, Parris – Staff Assistant III	3993
Orrison, Charles – Courier	3932
Parker, Tyler – Training Captain.....	3907
Pridgeon, Jennifer – Staff Asst. III	3946
Ratray, David – Assistant Chief	3935
Richards, Donna – Staff Asst. II.....	3952
Perry, Sean – Trades worker III.....	3961
Fax:	978-1820
Copier Fax:	226-3868
<u>Fire Prevention Plan Review/Inspections 1801 27th St. Bldg. A_</u>	<u>226-1880</u>
Marini, Richard – Battalion Chief/Fire Marshal.....	1976
Burns, Bob – Fire Inspector, Civilian	1944
Brooks, Vanessa – Fire Inspector	1969
Hobbs, Jesse – Lt. Fire Inspector – Plan Review	1981
MackInnon, Jennifer – Fire Inspector.....	1957
Norat, Alex – Fire Inspector.....	1507
Novak, Natalie – Staff Asst. III.....	1873
Seeley, Sandra – Lt. Inspector	1961
West, Rose – Staff Asst. I.....	1949
Fax:	978-1848

FACILITIES MANAGEMENT

See PUBLIC WORKS DEPARTMENT

FINANCE

See CLERK OF CIRCUIT COURT/FINANCE

FIRE DEPARTMENT/FIRE PREVENTION

See EMERGENCY SERVICES DEPARTMENT

FLEET MANAGEMENT

See PUBLIC WORKS DEPARTMENT

GENERAL SERVICES: 5500 77th St. Vero Bch. 32967 567-8000

Zito, Michael – Assistant County Administrator	1410
Votzi, Sheila – Staff Asst. IV.....	1223
Fax:	589-6119

GEOGRAPHIC INFORMATION SYSTEMS
See INFORMATION TECHNOLOGY DEPARTMENT

GOLF CLUB: 5300 73rd St. Vero Bch. 32967.....772-400-6390
 Nagy, Bela – Director of Golf772-400-6390
 Clark, Jon – Manager of Golf Operations.....772-400-6390
 Fax: 770-5109
 Pro Shop: 770-5000
 Maintenance: 569-5826

HEALTH DEPARTMENT:

Environmental Health: (State Agency) 1900 27th St. 32960 794-7440
 Price, Julianne – Manager..... 794-7445
 Anglin, Annie – Staff Assistant 794-7440
 Hoffman, Lori – Plan Review..... 794-7440
 Urso, Jamey – Staff Assistant 794-7440
 Vogt, Charles - On Call Response..... 794-7440
 Fax: 794-7447
Gifford Health Cener: We Care Program - 4675 28TH Ct. V.B. Fl. 32967.. 794-7422
Health Department: Health Services, 1900 27th St. 794-7400
 Hawker, Miranda –CHD Administrator..... 794-7450
 Rao, Mayur – Business Mgr. 794-7464
 Fax: 794-7453
Vital Statistics: 794-7460
Environmental Health: 794-7440

HOUSING – RENTAL ASSISTANCE DIVISION: 1800 27th St. Bldg. B, (2nd Fl.)

Bush, Stacey – Housing Specialist II.....4360
 Plourde, Gil– Housing Inspector4360
 Martinez, Sybia – Housing Specialist I.....4360
 Miller, Robin A. – HCV-VASH Voucher Supervisor.....4360
 Ramos, Anna – Housing Specialist I4360
 Fax: 226-4370

HUMAN RESOURCES: 1800 27th St. Bldg. B 226-1628

Boyll, Suzanne – Human Resources Director 1402
 Faulkner, Stacy – Human Resources Analyst 1504
 King, Michael – Human Resources – Payroll Specialist..... 1626
 Monterosso, Jordan – Human Resources Specialist 1629
 Nowlin, Shelley – Human Resources Specialist 1449
 O’Sullivan, Sheila- Human Resources Generalist 1377
 Pacheco-Hoel, Marcela – Human Resources Assistant 1628
 Rankin, Ann – Benefits/Payroll Administrator..... 1448
 Fax: 226-1039

HUMAN SERVICES: 1900 27 th St. 32960.....	226-1423
Uribe, Leigh Anne - Director	226-1467
Benito, Lisa – Caseworker	226-1423
Fax:	770-5100

INFORMATION TECHNOLOGY DEPARTMENT:

Information Systems & Telecommunications Division (IS&T)

1801 27 th St. Bldg. A.....	226-1698
Russell, Dan – Information Technology Director	1698
McDaniel, Savannah – Staff Assistant IV	1698
King, Randy - Information Systems Manager.....	1536
Bethel, Michael – Computer Technician.....	1537
Maldonado, Jasson – Computer Technician	1670
McHugh, Helene – Telecommunications Technician	1623
Franklin, Ryan – System Support Specialist	1528
Johnson, Scott – Webmaster	1391
Parris, Racheal – Cyber Security Technician	1972
Vacant - Application Specialist	1623
Schulenburg, Kai – Computer Specialist-Library IT/IS&T	6328
Portwood, Zachary – Server Administrator	4328
Turner, Brenna – Digital Content Technician	1719
Trumble, Jeremy – Sr. Telecommunications Technician.....	1318
Williams, Adam – Network Technician	1984
Fax:	978-1806

Geographic Information Systems Division: 1800 27th St. Bldg. B..... 226-1698

Staudt, Michael - Manager.....	1609
Tramel, Patrick – GIS Technician.....	1632
Lester, Paige – GIS Analyst	1630
McKinley, Kelly – GIS Analyst.....	1633

JUDGES

See **CLERK OF THE CIRCUIT COURT**

LANDFILL

See **SOLID WASTE DISPOSAL DISTRICT**

LIBRARIES:

<u>IRC Main Library:</u> 1600 21 st St Vero Bch 32960	772-400-6335
Stenger, Elizabeth “Betsy” – Director.....	400-6304
Fax:	770-5066

Email: estenger@irclibrary.com

(All others: same as above except 1st initial of 1st name then last name)

Huff, Tanya - Assistant Library Director	400-6323
Wagner, Michelle – Archive Center & Genealogy.....	400-6330
Hadsell, Darlene – Cataloging	400-6332
Pankiewicz-Fuchs, Patti – Children’s Services.....	400-6318
Perez, Josh – IT	400-6326
Matthews, Jessica – Reference Services.....	400-6306

LIBRARIES continued:

Young Adult and Adult Services 400-6310
 Fax: 770-5043
Brackett Library: IRSC Mueller Campus 6155 College Lane 32966 ... 772-400-6385
 McDougall, Hollie – Branch Manager 400-6366
 Eliff, Benita - Technical Services 400-6373
 Francis, Richard – Reference Services..... 400-6369
 Hawk, Shannon - Children’s/YA 400-6375
 Lowe, Cynthia – Circulation Services..... 400-6369
Gifford Library: 4875 43rd Ave. Vero Bch. 32967 794-1005
Law Library: 1600 21st St Vero Bch. 32960..... 400-6331
Marion Fell Library: 63 N. Cypress St. Fellsmere, 32948 783-6950
North County Library: 1001 C.R. 512. Sebastian, Florida 32958 400-6360
 Bowman, Kathleen, Branch Manager 400-6347
 Fax: 388-3697
 Email: kmbowman@irclibrary.org
 (All others: same as above except 1st initial of 1st name then last name)
 Atwater, Amanda – Administration & Reference 400-6355
 Bachmann, Sandy – Circulation Services 400-6349
 Boike, Rebecca – Circulation Services 400-6350
 Caple, Elizabeth – Circulation Services 400-6350
 Cooper, Hendrika – Circulation Services..... 400-6350
 Galentine, Tracy – Library Computer Specialist..... 400-6357
 Tachini, Taylor – Reference Services 400-6355
 Melasi, Susan – Children’s Services 400-6358
 Rathman, Bethany – Circulation Services 400-6350
 Rosado, Jeff – Technical Services..... 400-6353
 Schulenburg, Kai – Circulation Services..... 400-6350

MAILROOM: 1800 27th St. Bldg. B..... 567-8000
 Barrett, Brenda – Mailroom Clerk 1414
 Kelleher, Lynne – Senior Mailroom Clerk 1420
 Lobo, Edwina – Mailroom Clerk..... 1420

METROPOLITAN PLANNING ORGANIZATION (MPO)
 See **COMMUNITY DEVELOPMENT DEPARTMENT**

PARKS & RECREATION:

Kirwin, Kevin – Director of Parks and Recreation 1875
 Childers, Kaitlyn –Marketing and Event Coordinator 1789
 Krebs, Jill– Staff Assistant III 1784
 Sorenson, Michelle – Staff Assistant I 1780
Parks Maintenance Division: 5500 77th St. Vero Bch. FL 32967..... 1872
 Dewson, Brad – Lead Foreman 1883
 Knauer, Scott – Facilities & Events Foreman..... 1035

PARKS & RECREATION continued:

Miehle, Daniel – Foreman1874
Smith, Lori – Staff Assistant.....1872
Donald MacDonald Campground 589-0087
Aquatic Centers/ Pools
Smith, David -Aquatics Manager 1750
Gifford Aquatics Center - 4895 43rd Ave Vero Beach, 32967.....1179
Marleau, Katie – GAC Recreation Facilities Supervisor1174
North County Aquatic Center - 9450 County Rd. 512, Sebastian, 329581752
Mullen, Holly – NCAC Recreation Facilities Supervisor..... 1757
Beach Operations
Billings, Johnathan – Beach Operations Supervisor 226-3384
Golden Sands Park 581-4995
Round Island Park 492-2412
Tracking Station (North AIA) 492-2411
Wabasso Bch. Park 581-4998
Conservation Resources: 5500 77th St. Vero Bch. Fl 32967
Powell, Beth – Assistant Director.....1873
Swindell, Wendy – Conservation Lands Program Coord1881
Recreation Division: 1590 9th St. S.W. Vero Bch. Florida 32962
Tilton, Joe – Recreation Program Manager1781
Cataldi, Brent – Recreation Leader1787
Jurad, Drew – Recreation Leader1787
Monds, Chanel – Recreation Leader1787

Intergenerational Recreation Center: (IG Center) Office 226-1780
1590 9th St. S.W. Vero Bch. Florida 32962
Devling, Paige – IG Recreation Facilities Supervisor1782
Kroger, Desiree– Business Support Specialist1788
Lacasse, Dominik – Recreation Coordinator.....1783
Recreation Senior Program Leader1786
Shooting Range: 10455 102nd Terrace Sebastian, Fl 32958..... 226-3096
Seldes, Jerry – Range Manager.....3091
Morse, Sharon – Staff Assistant3096
White, Joe – Senior Range Attendant3092

POLLUTION REPORTING LINE 226-1888
OR REPORT ONLINE AT: www.ircgov.com/stormwater

PROPERTY APPRAISER: 1800 27th St. Bldg. B..... 226-1469
Email: propertyappraiser@ircpa.org General Info1469
Fax: 770-5087
Davis, Wesley – Property Appraiser1480
Auton, William (Billy) – Commercial Appraiser1475
Baker, Rick – Operations Division Head1497
Barkett, Alisa – Land Appraiser1314

PROPERTY APPRAISER continued:

VACANT – Commercial Appraiser1474
Biscoe, Don – IT Department Head1531
Brown, Linette – Real Estate Specialist1133
Clarke, George – Residential Appraiser1444
Fox, Rob “B” – Appraisal Services Department Head1471
Godwin, Mark – Agricultural Appraiser1486
Goodwyn, Bruce – Appraisal Services Department Head.....1498
Hatala, Sharon – Tangible Personal Property Department Head1370
Helms, Shelby – Exemptions Specialist1026
Hicks, Janine – Rolls and Records Department Head1483
Jolley, Michelle – Tangible Appraiser1390
Jones, Darin – Residential Appraiser1437
Jones-Fowler, Angie – GIS Cadastralist1501
Maxwell, Margo – Exemptions Specialist1312
McIver, Ryan – Customer Service Representative1503
Mosel, Matt – Residential Appraiser4334
Murphy, Courtney – CAMA Administrator1491
Murphy, Diane – Customer Service Representative1428
Neill, Nancy – Land Appraiser1487
Noonan, Christie – Condo Appraiser1494
Perez, Kristina – Tangible Appraiser1556
Perez, Vincent – Facilities1479
Perrault, Michelle (Shelly) – Real Estate Specialist1506
Pursel, Misty - Assistant to Property Appraiser.....1721
Ramirez, Rebecca – GIS Cadastral Mapper1472
Rice, Will – GIS1971
Savage, Skyler – Exemptions Specialist.....1489
Staar, Diana – Finance1476
Taylor, Robert – Residential Appraiser1209
Tipton-Vogt, Kelly – Customer Service Representative1662
Umphrey, Mickey – Chief Deputy1478
Williams, Gigi – Exemptions Specialist1618
Wingate, Jenny – Exemptions Specialist.....1645
Real Estate:1506
Tangible:1429
Sebastian Office: 1921 US HWY 1, 329581133

PUBLIC DEFENDER’S OFFICE: Courthouse 2000 16th Ave. 32960 226-3340
Fax: 778-6350

PUBLIC WORKS DEPT: 1801 27th St. Bldg. A 226-1283
General Information/Assistance1283
Fax: 778-9391
Szyrka, Rich –Public Works Director.....1379
Ennis, James – Assistant Public Works Director1221

PUBLIC WORKS DEPT continued:

Clark, Luanne – Staff Assistant IV1379

Coastal Engineering Division: 1801 27th St.

Charest, Eric– Natural Resources Manager1569

Bergman, Quintin – Sea Turtle Environmental Specialist.....1648 or 772-532-8833

Ariotti, Kylie – Bch. Environmental Specialist4347 or 772-538-9817

McIntyre-Meisenburg, Melissa – Lagoon Plan Environmental Specialist1651

Fax: 778-9391

Engineering Division: 1801 27th St..... 226-1384

General Information/Assistance1283

Fax: 778-9391

Ennis, James - Assistant Public Works Director1221

Hideen, Dan - County Engineer1986

Chadwick, Ailen – Staff Assistant II1283

Breen, Kristin – Staff Assistant II1024

Means, Jackie – Staff Assistant III.....4349

Land Development

Cundiff, Kari – Floodplain Coordinator1590

Fisher, Zoe – Engineering Technician1771

Harvill, Andy – Sr. Engineering Inspector1614

Heltemes, Adam – Sr. Civil Engineer1697

Mason, Stacie – Engineering Technician1621

Snyder, Chelsea – Engineering Technician1087

Soyka, Matt – Project Engineer1596

Stiffen, Ed – Engineering Inspector1581

Roadway Production

Boyette, Chip – Project Specialist.1615

Hamilton, Duane – Senior Engineering Inspector1582

Hansen, Kevin – AutoCadd Operator1465

Heller, Mike – Project Specialist1585

Hullen, Dan – Engineering Inspector1468

Inglett, Reggie – AutoCadd Operator.....1450

Keith, Donald – Senior Engineering Inspector.....1987

Leiendecker, Kirstin – Roadway Production Manager.....1327

Mathis, Rick – Senior Engineering Inspector1644

Skok, Rob – Infrastructure Project Manager1931

Williams, Jill – Contract Support Specialist1380

Construction Projects Manager.....1567

Reichenbach, Richard – Project Engineer4340

Winslow, Mark – Project Manager1431

Survey

Schryver, David – County Surveyor1386

Silon, David – Assistant County Surveyor1220

Torres, Jose’ – Rodman.....1386

Moore, Jeremy - Survey Instrument Operator1386

Stanton, John – Survey Party Chief1386

PUBLIC WORKS DEPT continued:

Facilities Management Division: 4305A 43rd Ave. 32967..... 226-3490
Fax: 226-3495
ON CALL CELL PHONE: 360-8164
Belcher, Chuck - Facilities Manager 226-3491
Ballou, David..... 226-3490
Barrett, Shane..... 226-3490
Dean, Michelle – Staff Assistant II..... 226-3490
Evans, Tony 226-3490
Glenton, John..... 226-3490
Harrington, Richie..... 226-3490
Hibbard, Toby 226-3490
Jenkins, Michael 226-3490
Kemp, Gene 226-3490
Lampkin, Tory 226-3490
Lawson, Andrew 226-3493
Lynch, Markei..... 226-3490
Simchick, Eddie 226-3490
Smith, Dewayne 226-3490
Thompson, Dennis..... 226-3490
Wiles, Gary 226-3490
Washburn, David 226-3490
Yarusinsky, Sean 226-3490
Fleet Management: 5235 41st St. Suite A. 32967 770-5096
Miller, Lee – Fleet Services Supervisor 4394
Redmond, Lawrence – Parts Clerk..... 4394
Fax: 770-5240
Real Estate Acquisition Division: 1801 27th St.
Sechen, Andrew- Land Acquisition Specialist 1263
Road and Bridge Division: 4550 41st St. 32967
Office 226-3460 or 770-5085
Scott, Will – Superintendent 3461
Ooley, Danny– Assistant Superintendent..... 3467
Drawdy, Paula – Staff Assistant II 3464
Sleeman, Denise– Staff Assistant III..... 3463
– Drainage Manager 3467
Vaught, Dustin – Road Projects Coordinator 3465
Fax: 569-7213
Stormwater Division: 1801 27th St. Bldg. A
Tardif, Todd – Sr. Stormwater Inspector/Enforcement Coord 1564
Major, Travius – Stormwater Inspector 4356
Thorne, Michael – Stormwater Operation Manager 1669
Champagne, Sam – Stormwater Maintenance Worker 1669
Peralta, Alexis – Stormwater Education/Fertilizer Enforcement Officer 1565
Evans, Austin – Stormwater Maintenance Worker 1669
Yonkers, Laura – Stormwater Engineer 1562
Fax: 778-9391

PUBLIC WORKS DEPT continued:

Traffic Engineering: 1801 27th St. Bldg. A 226-1547
Ferguson, Erik – County Traffic Engineer1568
Ankeny, John – Traffic Signal Coord.1563
Dingee, Todd – Traffic Analyst.....1326
Guenther, Kevin – Traffic Analyst.....1224
Hoffman, Chris – Traffic Technician Assistant1684
Michael, "AJ" Andrew – Traffic Technician.....1527
Miller, Ms. Maya – Staff Assistant III1637
Payne, Harvey – Traffic Technician.....1720
 Fax: 778-9391
Traffic Operations Section: 4548 41st 32967..... 226-3820
Jordan, Kenny – Traffic Operations Manager 226-3822
Collia, Darlene – Staff Assistant II 226-3821
 Fax: 770-5299
Traffic Signals: 4548 41st St. 32967..... 226-3830
Cain, Brandon 226-3830
Demosthene, Arieve 226-3830
Wheatley, David 226-3830
Whittington, Mike 226-3830
Zanca, Leonard 226-3830
Traffic Sign Shop: 4548 41st St. 32967..... 226-3829
Susdorf, Jeff 226-3829
Pavement Markings & Signs: 4548 41st t St. 32967..... 226-3820
Brennan, Randall 226-3820
Marrone, Joe..... 226-3820
Powell, Dennis..... 226-3820
Rubiera, Mario..... 226-3820
Smith, Jean..... 226-3820
Cable Locator: 4548 41st St. 32967 226-3824
Holmes, Jr., Myles 226-3824
Nielsen, Ron 226-3824
 226-3824

PURCHASING DIVISION: 1800 27TH St. Bldg. B 226-1416
Hyde, Jennifer – Manager 1575
Ball, Shelby – Purchasing Specialist 1416
Lystlund, Diane – Buyer 1418

RISK MANAGEMENT DIVISION: 1800 27th St., Bldg. B 567-8000
Stanton, Cynthia – Risk Manager1287
 (Evening/Weekends).....772-946-9860
Ley, Judy – Workers Comp. Coordinator 1292
 Fax: 770-5098

REAL ESTATE ACQUISITION
 See **PUBLIC WORKS DEPARTMENT**
ROAD AND BRIDGE DIVISION
 See **PUBLIC WORKS DEPARTMENT**

SHERIFF'S OFFICE: 4055 41st Ave. Vero Bch. 32960..... 978-6240
 Non-Emergency Number 569-6700
 Flowers, Eric – Sheriff 978-6404
 Fax: 569-8144
 Markford, Aimee – Chief Financial Officer..... 978-6159

SOIL & WATER CONSERVATION DISTRICT: 1800 27th St. Bldg. B (2nd Fl.)
 Caggiano, Linda – Staff Assistant I 226-4397
 Fax: 226-1740

SOLID WASTE DISPOSAL DIST: 1325 74TH Ave. SW V.B. 32968 226-3212
 Fax: 770-5296
 Mehta, Himanshu – Managing Director 226-3211
 Jones, Ronald – Assistant Managing Director..... 226-3214
 Allen, Nancy – Assessment Coordinator 226-3213
 Besancon, Laurie – Sr. Acct. Clerk..... 226-3205
 Lemons, Valerie – Staff Assistant III..... 226-3208
 Person, Antowain – SWDD Foreman 226-3207
 Fax: 770-5296
Landfill, Refuse, & Recycling:..... 226-3212
 Landfill 226-3212
 Brown, Jill – Recycling Specialist 226-3215
 Flak, Sue – Recycling Education Coordinator 226-3206
 Fax: 770-5296

STATE ATTORNEY'S OFFICE: 2000 16th Ave. 32960 226-3300

STORMWATER DIVISION
 See **PUBLIC WORKS DEPARTMENT**

SUPERVISOR OF ELECTIONS: 4375 43rd Ave. Vero Bch. 32967.... 226-4700
 Email: info@voteindianriver.gov
 Fax: 770-5367
 Swan, Leslie – Supervisor of Elections 226-4705
 Bauman, Katherine – Election Specialist..... 226-4717
 Bias, Shane – Director of Communications 226-4701
 Boyle, Cathy – Voter Services Manager 226-4734
 Boyle, Tricia – Accounting Coordinator 226-4712
 Crowley, Joe – Logistics & Equipment Manager 226-4707
 Cruz, David – IT Manager..... 226-4710
 Houssell, Maureen – Chief Deputy..... 226-4706
 Obrgfell, Jenny – Election Worker Coordinator..... 226-4720
 Otto, Katie – Elections Specialist 226-4718

Wheeler, Anita – Candidate Coordinator	226-4715
Zamora, Daisy – Vote by Mail Coordinator	226-4702

SWITCHBOARD:

Operator	0
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TAX COLLECTOR: 1800 27 TH St. Bldg. B.....	226-1338
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Email: HowMayWeHelpYou@IRCTAX.com

Switchboard – Vehicles, Vessels and Driver’s Licenses.....	1338
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Switchboard – Taxes, Local Business Tax & Hunting/Fishing.....	1343
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Jordan, Carole Jean – Tax Collector.....	1337
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Espich, Adria – Executive Assistant	1334
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Battis, Wendy– HR Coordinator.....	1466
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Gee, Debbie – Director of Internal Operation	1340
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Kasten, Ryan – Public Affairs Administrator	1619
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Motor Services Department:

Bloom, Lori – Director of Motorist Services & CWLA	1357
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Blackburn, Jennifer – Motorist Services Training Coordinator	1355
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Brittain, Carol – Branch Operations Specialist II.....	1066
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Lane, Alyson – Assistant Deputy Director of Motorist Services.....	1381
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Morales, Eder –Deputy Director of Motorist Services	1361
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Finance Department:

Prete, Eve – Finance Director.....	1335
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Kennison, Ronda – Finance Clerk	1330
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Newman, Brad – Assistant Finance Director	1761
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Strew, Kelly – Finance Clerk	1375
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Tax Department:

Abbey, Jordan – Manager of Taxes & Licenses	1401
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Mejia, Diana – Tax Clerk	1641
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Sinotte, Kim – Assistant Manager of Taxes and Licenses	1354
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I.T. Department:

Baker, Dan – Director I.T.& Facilities Manager.....	1363
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Flores, Bryan – Technical Support Specialist.....	1303
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Marcotte, Jordan – Web & Graphics Specialist	1092
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<u>Main Office</u> 1800 27 th St. Building B	226-1338
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Pooley, Stephanie – Branch Manager.....	1247
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Main Office Fax:	770-5009
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<u>West Office</u> 1860 82 nd Ave. Suite 102	1109 or 770-5380
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Mosley, Brenda – Branch Manager	1108
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McCormick, Danny – Motorist Operations Coordinator	1113
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Duque, Phyllis – Senior Clerk	1101
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West Office Fax:.....	770-5214
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<u>Sebastian Office:</u> 1921 US Hwy. 1 32958.....	1150 or 388-6034
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Hamel, Alissa -Branch Manager.....	1142
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Sebastian Office Fax:	581-7659
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<u>Oceanside Office:</u> 3003 Cardinal Dr. Suite C, 32963.....	234-2737
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Lauzon, Patty – Branch Manager.....	234-2710
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TELECOMMUNICATIONS

See INFORMATION TECHNOLOGY DEPARTMENT

TRAFFIC ENGINEERING

See PUBLIC WORKS DEPARTMENT

UTILITIES: Main Phone Number: 770-5300

After Hours Emergency Number..... 231-7176

Utilities Customer Service Automated Line and Payments 226-1845

Customer Service – Vero Bch. Office 1801 27th St., Bldg. A..... 770-5300

Customer Service Business Hours: 8:00 a.m. to 5:30 p.m.

Customer Service – Sebastian Office: 1921 U.S. Hwy 1 770-5300

Customer Service Business Hours: 8:00 a.m. to 5:00 p.m.

Customer Service Representative- Sebastian Office..... 1813/1816

 Customer Service Fax- Sebastian Office 581-4985

Customer Service Reps (Vero Bch Office) 1804/1805/1806/1807/1815/1817/1820

Ackison, Nicholas – Customer Service Rep 1807

Alexa, Michele – Billing Specialist 1809

Brown, Jameka - Senior Account Clerk..... 1833

Dean, Cindy – Financial Specialist 1808

Devitis, Cristi – Customer Service Rep 1815

Gomez-Moreno, Diana - Senior Account Clerk 1825

Hoggatt, Cheryl – Customer Service Rep..... 1811

Housing, Erica – Staff Assistant II 1840

Houston, Ken – Customer Service Rep..... 1817

Mackey, Misty – Staff Assistant I..... 1834

Martin, Angela – Customer Service Rep 1804

Patton, Lisa – Customer Service Manager 1803

Peacock, Christina – Staff Assistant II..... 1838

Pergola, Anita – Customer Service Rep 1805

Quintero, Ivelissa – Senior Account Clerk..... 1815

Samuels-Schultz, Dersiree – Customer Service Rep..... 1806

Scalise, Tiffany – Customer Service Rep 1807

Scherf, Charlene – Staff Assistant II 1839

Schlussberg, Joseph – Customer Service Rep 1806

Smith, Shellie, – Staff Assistant II 1827

Utilities Administration: 1801 27th St...... Main Ext: 1834

 Conference Room 1839

 Reception 1834

Lieske, Sean – Director 1835

VACANT– Assistant Director..... 1821

Corrente, Cindy – Utility Finance Manager..... 1832

Alexander, Heather – Staff Assistant IV 1835

Boyer, John – Utility Engineer 1823

Osthus, Kevin – GIS Analyst 1824

UTILITY SERVICES continued:

Stromberg, Michelle – Project Specialist.....1826
Roland, Jesse – Plans Reviewer1636
Reynolds, Scott – Environmental Compliance Analyst.....3409
Tobar, Robert – Utility Design Engineer1801
Youngblood, Harrison – Utility Engineer.....4343
VACANT – Manager Capital Projects1821
 Admin. Fax: 770-5143
Utilities Operations Center: 4350 41st St 32967 226-3400
Southard, Terry – Operations Manager 226-3404
Carpenter, Chris – Process Control SCADA Coordinator 226-3426
Carpenter, Patric – Environmental Technician..... 226-3433
Bailes, Emory – Foreman, Wastewater Collection..... 226-3418
Besancon, Mark – Field Maintenance Supervisor 226-3406
Berton, Solomon – Utility Inspector 226-3410
Cosner, Amy – Staff Assistant II 226-3402
Dailey, Lawrence “Bill” – Instrumentation Technician 226-3425
Eddinger, Rodney Scott – Senior Utility Inspector 226-3411
Gore, Ed – Utility Inspector 226-3412
Hanson, Chris– Project Coordinator. 226-3405
Hawkins, Duke – Assistant Operations Manager 226-3424
Lloyd, Heather – Utility Billing Specialist..... 226-1827
Meckes, Richard – Wastewater Plant Superintendent 226-3423
Miller, Jerry – Lift Station Supervisor 226-3417
Santiso, Daniel – Billing Specialist 226-1828
Thompson, Brian – Meter Reader Supervisor..... 226-3403
 Fax: 226-3419
Utility Operations Warehouse: 4360 41st St. 32967 226-3401
Haines, Robert – Inventory Specialist 770-5247
Hawkins, Nicholas – Warehouse Manager 770-5247
WTP, North County R.O. Plant: 7751 58th Ave. 32967
Wyatt, Michael – Chief Operator 226-3226
 Fax: 581-7683
WTP, South County R.O. Plant: 1550 9th St. SW 32962
Vernon, Michael – Chief Operator..... 226-1057
 Fax: 770-5271
WWTF, Central Regional: 3550 49th St. 32967
Gibson, Kevin – Chief Operator..... 226-3221
 Fax: 770-5475
WWTF, South Regional: 2500 6th Ave. 32962
Steffen, Kurt – Chief Operator 226-1917
 Fax: 770-5329
WWTF, West Regional: 8405 8th St. 32968
Loveday, Michael – Chief Operator 226-3217
 Fax: 770-5047

VETERAN’S COUNCIL TRANSPORTATION 226-1695

VETERAN’S SERVICE OFFICE 2525 St. Lucie Ave 32960. 1395
 Arndt, Melissa – Veteran’s Service Manager 1397
 Birhanzi, John – Veteran’s Service Officer 1396
 Fax: 770-5038
Sebastian Office: 1921 US Hwy 1, Sebastian Sq. 32958 226-1145
 Caswell, David – Veteran’s Service Officer..... 226-1146
 Hill, Alan – Veteran’s Service Officer 226-1146
 Fax: 581-4988
 (Hours: 8:30-12:00 and 1:00-5:00 Mon. thru Fri.)

ALPHABETICAL LISTINGS:

Abbey, Jordan – Tax Collector’s Office 1401
 Ackison, Nicholas – Utility Services 1807
 Adams, Ayesha – Building Department 1912
 Adams, Susan – County Commissioner 1442
 Adamson, Steve – Emergency Services (Fire)..... 3971
 Albright, Crystal – Tax Collector’s Office..... 1466
 Alexa, Michelle – Utility Services 1809
 Alexander, Heather – Utility Services 1835
 Allen, Nancy – SWDD..... 3213
 Altman, Brittany – Information Systems..... 1699
 Andrews, Jeron – Tax Collector’s Office 1466
 Ankeny, John – Traffic Engineering 1563
 Arndt, Melissa – Veteran’s Office..... 1397
 Arnold, Teresa – Tax Collector’s Office 1466
 Atwater, Amanda – North County Library..... 6355
 Auton, William (Billy) – Property Appraiser’s Office 1475
 Bachmann, Sandy – North County Library..... 6349
 Bailes, Emory – Utility Services 3418
 Baker, Dan – Tax Collector’s Office..... 1363
 Baker, Rick – Property Appraiser’s Office 1497
 Ball, Shelby – Purchasing 1416
 Ballou, David – Facilities Management 3490
 Balter, Chris – Community Development, Planning..... 1243
 Barkett, Alisa – Property Appraiser’s Office 1314
 Barrett, Brenda – Mailroom 1414
 Barrett, Shane – Facilities Management 3490
 Barteau, Kimberly – Tax Collector’s Office..... 1466
 Battis, Wendy – Tax Collector’s Office 1375
 Bauman, Katherine – Election’s Office 4717
 Bedell, Carmen – Community Development..... 1237
 Belcher, Chuck – Facilities Management 3491
 Benito, Lisa – Human Services 1423
 Berg, Greg – Courthouse, Sheriff’s Security..... 3194

Bergeron, Carol – Budget 1214

Bergman, Quintin – Public Works/Coastal Eng. 1648

Berton, Solomon – Utility Services..... 3410

Besancon, Laurie – SWDD 3205

Besancon, Mark – Utility Services 3406

Bethel, Michael – Information Systems 1537

Bias, Shane – Election’s Office 4701

Bickford, Linda – Clerk’s Office..... 3161

Biggs, Raechel – Finance, Clerk’s Office 1523

Billings, Johnathon – Recreation, Ocean Rescue 3384

Biscoe, Don – Property Appraiser’s Office..... 1531

Birhanzi, John -Veteran’s Office 1396

Blackburn, Jennifer – Tax Collector’s Office 1355

Blanchard, Karen – Clerk’s Office 3240

Bloom, Lori – Tax Collector’s Office 1357

Bommarito, Ruth – Budget 1663

Bourdette, Jason – Courthouse, Sheriff’s Security 3200

Bowdren, Maria – Community Development/Planning 1242

Bowling, Charlotte – Building Division..... 1266

Bowman, Kathleen – North County Library..... 400-6347

Boyer, John – Utility Services..... 1823

Boyette, Chip – Engineering 1615

Boyland, Kira - Tax Collector’s Office 1466

Boyle, Cathy – Election’s Office 4734

Boyle, Tricia – Election’s Office 4712

Boyll, Suzanne – Human Resources..... 1402

Breen, Kristin – Engineering 1024

Brennan, Randall – Traffic Engineering 3820

Brittain, Carol – Tax Collector’s Office..... 1466

Brock, Jim –Information Technology Clerk’s Office..... 1208

Brooks, Vanessa – Emergency Services (Fire)..... 1673

Brown, Jameka – Utility Services..... 1833

Brown, Jason – Administration 1408

Brown, Jill – SWDD 3215

Brown, Linette – Property Appraiser’s Office..... 1133

Brown, Sharhonda – Tax Collector’s Office 1466

Buck, Kelly – Community Dev./Env. Planning & Code Enforcement..... 1517

Burns, Bob – Emergency Services (Fire) 1944

Bush, Stacey – Rental Assistance 4366

Caggiano, Linda – Soil and Water Conservation District..... 4397

Cain, Brandon – Traffic Engineering 3830

Carlsward, Cindy – Clerk’s Office..... 3130

Carpenter, Chris – Utility Services 3426

Carpenter, Patric – Utility Services 3433

Carroll, Shawna – Emergency Services (Fire)..... 3948

Carter, Falisha - Tax Collector’s Office 1466

Carter-Solomon, Vanessa – Comm Dev./Env. Planning & Code Enforcement. 1989

Casano, Beth – Emergency Services (Fire)	3949
Caswell, David – Veteran’s Office	1146
Cataldi, Brent – Recreation	1787
Chadwick, Ailen – Engineering	1283
Champagne, Sam – Public Works/Stormwater	1669
Charest, Eric – Public Works/Coastal Engineering	1569
Charest, Kathy – Community Development	1254
Checchi, David – Building Division	1829
Cheer, Rick – Building Division	1270
Clark, Jon – Golf Course.....	400-6390
Clark, Luanne – Public Works.....	1379
Clarke, George – Property Appraiser’s Office	1444
Clayburn, Graham – Building Division	1924
Collia, Darlene – Traffic Engineering.....	3821
Collins, Bill – Community Development/CARES	4355
Collins, Michael – Building Division	1032
Collins-Lister, Terri – Clerk to the Board.....	1432
Cone, Raeanne – Finance, Clerk’s Office	1219
Coniglio, Sean – Traffic Engineering	3463
Cook, Angi - Tax Collector’s Office.....	1466
Cooper, Hendrika – North County Library.....	400-6350
Corrente, Cindy – Utility Services	1832
Cosner, Amy – Utility Services	3402
Cournoyer, Tina – Administration	1408
Cox, Judge Cynthia – Courthouse.....	770-5231
Creagan, Brandon – Community Development	1003
Croom, Judge Janet – Courthouse.....	770-5052
Crowley, Joe – Election’s Office.....	226-4707
Crump, Alice – Office of the Circuit Judge	770-5054
Cruz, David – Election’s Office	4710
Cundiff, Kari – Engineering	1590
Dailey, Lawrence “Bill” – Utility Services	3425
Daniels, Kristin – Budget	1214
Davis, Wesley – Property Appraiser	1480
Dean, Cindy – Utility Services	1808
Dean, Michelle – Road and Bridge.....	3472
DeBraal, William K. – County Attorney’s Office	1426
Demosthene, Arieve – Traffic Engineering.....	226-3830
Devitis, Cristi – Utility Services	1815
Devling, Paige – Recreation	1782
Dewson, Brad – Parks and Conservation Resources	1883
DiMaggio, Danielle – Finance, Clerk’s Office	1725
Dingee, Todd – Traffic Engineering	1326
Disabato, Donna - Tax Collector’s Office	1466
Drawdy, Paula – Road and Bridge	3464
Driskell, Daphne – Community Dev./Env. Planning & Code Enforcement.	1252
Dunkerley, Rick – Building Department.....	1918

Duque, Phyllis - Tax Collector's Office, West.....	1101
Eddinger, Rodney Scott – Utility Services	3411
Edgcomb, Andrew – Recreation	1787
Edwards, Jeffrey - Tax Collector's Office	1466
Ellif, Benita – Brackett Library	400-4373
Ennis, James – Engineering	1221
Earman, Joseph H – Count Commissioner	1919
Espich, Adria – Tax Collector's Office	1334
Evans, Austin – Public Works/Stormwater	1669
Evans, Tony – Facilities Management	3490
Faulkner, Stacy – Human Resources.....	1504
Ferguson, Erik – Traffic Engineering	1568
Ferngren, Carrie – Engineering	1771
Fisher, Zoe – Engineering.....	1771
Flak, Susan – SWDD	3206
Flescher, Joseph E. – County Commissioner	1919
Flores, Bryan – Tax Collector's Office	1303
Flores, Emily - Tax Collector's Office.....	1466
Florian, Yvonne – Agricultural Extension Service.....	4314
Flowers, Eric – IRC Sheriff.....	978-6404
Fox, Rob – Property Appraiser's Office.....	1471
Francis, Richard – Brackett Library	400-6369
Franklin, Ryan – Telecommunications.....	1528
Franks, Sharon – Emergency Services (Animal Control).....	4798
Freeman, Brian – Community Development/MPO.....	1990
Fulton, Dwight – Utility Services.....	1821
Galentine, Tracy – North County Library	6357
Gibbons, Sean – Emergency Services (Fire)	3950
Gibson, Kevin – Utility Services	226-3221
Gilbert, Kelly – Building Division	1127
Glanville, Taree – County Attorney's Office.....	1424
Glenton, John – Facilities Management.....	3490
Glowacki, Andy – Building Division	1141
Godwin, Mark – Property Appraiser's Office.....	1486
Gomez-Moreno, Diana – Utility Services.....	1825
Goodrich, Sgt. Huston – Courthouse Sheriff Security.....	3198
Goodwin, Kelly – Sheriff's Office.....	978-6146
Goodwyn, Bruce – Property Appraiser's Office	1498
Gordon, Gary – Election's Office.....	4708
Gore, Ed – Utility Services	3412
Green, Kevin – TCSC.....	1780
Greer, Steve – Emergency Services (Fire)	3951
Guanch, Jose' – Building Division	1265
Guenther, Kevin – Traffic Engineering	1224
Guerra, Rebecca – Comm Dev./Env. Planning and Code Enforcement.....	1258
Haas, Sgt. Robbie – Courthouse Sheriff Security.....	3194
Hadsell, Darlene – Main Library.....	400-6332

Hall, Richard – Emergency Services (Animal Control)	4793
Halsey, Edward – Internal Auditor, Clerk’s Office	3108
Hamilton, Duane – Engineering.....	1582
Hanlon, Cary – Traffic Engineering	3463
Hansen, Kevin – Engineering	1465
Hanson, Chris – Utility Services.....	226-3405
Harrington, Richie – Facilities Management.....	3490
Harrington, Roger – Courthouse Sheriff Security.....	3205
Harris, Jennifer - Tax Collector’s Office	1466
Harris, Patti – Circuit Court Administrator.....	772-807-4370
Hart, Melanie - Tax Collector’s Office.....	1466
Harvill, Andy – Engineering.....	1614
Hatala, Sharon – Property Appraiser’s Office	1370
Hawk, Shannon – Brackett Library	400-6375
Hawkins, Duke – Utility Services	3424
Hawkins, Nicolas – Utility Services.....	226-3401
Heck, Kristen – Community Development	4354
Heller, Melissa - Tax Collector’s Office	1466
Heller, Mike – Engineering	1585
Helms, Shelby – Property Appraiser’s Office	1026
Heltemes, Adam – Engineering	1697
Henry, Luana - Tax Collector’s Office.....	1466
Herrington, Bill – Emergency Services (Fire).....	3962
Hibbard, Toby – Facilities Management	3490
Hicks, Janine – Property Appraiser’s Office.....	1483
Hiden, Dan – Engineering.....	1986
Hill, Alan – Veteran’s Office	1146
Hitt, Steven – Community Dev/Env. Planning & Code Enforcement	1240
Hobbs, Jesse – Emergency Services (Fire)	1982
Hoffman, Chris – Traffic Engineering	1684
Hoffman, Lori – Environmental Health	794-7440
Hoggatt, Cheryl – Utility Services	1811
Holmes, Jr., Myles – Traffic Engineering	3824
Housing, Erica – Utility Services	1840
Houssell, Maureen – Election’s Office.....	4706
Houston, Ken – Utility Services	1817
Howard, Jon – Community Development/MPO.....	1672
Huff, Tanya – Library Services	400-6323
Hullen, Dan – Engineering	1468
Hummel, Eric – Emergency Services (Animal Control)	4794
Hyde, Jennifer – Purchasing Division	1575
Ioppolo, Lisa – Information Technology, Clerk’s Office	1542
Ivey, Rachel – Emergency Services (Emergency Management)	3941
James, Shauna – Finance, Clerk’s Office	1516
Jenkins, Michael – Facilities Management.....	3490
Jhagroo, Pansey – Main Library	400-6311
Johnson, Dave – Emergency Services (Fire)	1977

Johnson, Patti – Community Development/MPO	1672
Johnson, Scott – Information Systems.....	1391
Johnson, Tricia – Comm Dev./Env. Planning & Code Enforcement.....	1762
Johnston, Vickie – Community Development/Planning.....	1241
Jolley, Michelle – Property Appraiser’s Office	1390
Jones, Darrin – Property Appraiser’s Office	1437
Jones-Fowler, Angie – Property Appraiser’s Office.....	1501
Jones, Ronald – SWDD	3214
Jones, Terri - Tax Collector’s Office	1466
Jordan, Carole Jean – Tax Collector.....	1337
Jordan, Kenny – Traffic Engineering	3822
Kasten, Ryan – Tax Collector’s Office.....	1360
Keith, Donald – Engineering	1987
Kelleher, Lynne – Mailroom	1420
Kelley, Lauren – Building Division.....	1598
Kelly-Begazo, Christine – Agricultural Extension Service	4316
Keltner, Barbara – Clerk’s Office.....	3151
Kemp, Gene – Facilities Management	3490
Kennison, Ronda – Tax Collector’s Office.	1330
King, Michael – Human Resources.....	1626
King, Randy – Information Systems.....	1536
Kirkland, Clent – Road & Bridge	3462
Kirwin, Kevin – Parks & Recreation/Land Conservation	1875
Klerlein, Leisa – Community Development/Planning	4342
Knauer, Scott – Parks and Conservation Resources.....	1035
Knowles, Gale – Office of the Circuit Judge	772-742-9231
Kriss, Elise – Budget	1307
Kroger, Desiree – Parks and Recreation	1788
Lacasse, Dominik – Recreation.....	1783
La Mana, Parris – Emergency Services (Fire).....	3993
Lampkin, Keshawn - Tax Collector’s Office	1466
Lampkin, Tory – Facilities Management	3490
Laramie, Brianna – Emergency Services (Animal Control)	4795
Lauzon, Patty – Tax Collector’s Office, Oceanside	234-2710
Lawson, Andrew – Facilities Management	3493
Lee, Bethany - Tax Collector’s Office	1466
Lee, Breanna - Tax Collector’s Office	1466
Leiendecker, Kirstin- Engineering	1327
Lemons, Valerie – SWDD.....	3208
Lester, Paige- GIS.....	1630
Ley, Judy – Risk Management.....	1292
Lieske, Sean – Utility Services.....	1835
Linn, Judge Michael – Courthouse	770-5050
List, Kathy – BCC Office	1490
Lloyd, Heather – Utility Services.....	1827
Lloyd, Ryan – Emergency Services (Emergency Management)	3944
Lobo, Edwina – Mailroom	1414

Lombardo, Lisa – Traffic Engineering.....	3463
Lopez Alba, Denis – Building Division.....	1925
Loveday, Michael – Utility Services	226-3217
Lowe, Cynthia – Brackett Library.....	400-6369
Luisi, Gary – Emergency Services (Fire)	3961
Lundeen, Erika – Building Division.....	1929
Lynch, Markei – Facilities Management	3490
Lystlund, Diane – Purchasing	1418
Mackey, Misty – Utility Services.....	1834
MacKinnon, Jennifer – Emergency Services (Fire)	1957
Major, Travious – Public Works/Stormwater	4356
Maldonado, Jasson – Information Systems.....	1670
Mann, Jim – Community Development/MPO.....	1034
Marcotte, Jordan – Tax Collector’s Office	1092
Martin, Angela – Utility Services	1804
Marini, Richard – Emergency Services (Fire).....	1976
Markford, Aimee – Sheriff’s Office	978-6159
Marleau, Katie – Recreation	770-5312 or 1174
Marrone, Joe – Traffic Engineering.....	3820
Martinez, Sybia – Rental Assistance.....	4360
Mason, Stacie – Engineering	1621
Mathis, Rick – Engineering	1644
Matson, Phil – Community Development.....	1253
Matthews, Jessica – Main Library	400-6306
Maxwell, Margo – Property Appraiser’s Office	1312
McAdam, Scott – Building Division.....	1268
McCarty, Kaitlyn – Agricultural Extension Service	4315
McCormack, Heather – Tax collector’s Office	1466
McCormick, Danny – Tax Collector’s Office.....	1108
McDaniel, Savannah – Information Technology	1698
McDougall, Hollie – Brackett Library	400-6366
McFall, Tasha – Clerk’s Office	3238
McHugh, Elizabeth – Clerk’s Office	462-1415
McHugh, Helene – Information Systems	1623
McIntyre-Meisenburg, Melissa – Public Works/Coastal Engineering.....	1651
McIver, Laura – Clerk’s Office	3101
McIver, Ryan – Property Appraiser’s Office	1503
McKinley, Kelly – GIS	1633
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Indian River County Municipal Information

Fellsmere 772-571-1616 Police 772-646-6309

S. Orange St. Fellsmere, FL 32948

Sebastian 772-589-5330 Police 772-589-5233

1201 Main St. Sebastian, FL 32958

Vero Bch. 772-978-5151 Police 772-978-4600

1053 20th Place Vero Bch., FL 32960

Town of Indian River Shores 772-231-1771

Public Safety Dept. 772-231-2451

6001 N. Hwy A1A, Indian River Shores, FL 32963

Town of Orchid 772-581-2770

7707 US Hwy 1, Vero Bch., FL 32967

IRC Sheriff's Dept. 772-569-6700

I.R. Medical Center 772-567-4300

100 36th St. Vero Bch. FL32960

Sebastian River Medical Center 772-589-3186

13695 US Hwy 1, Sebastian FL 32958

Mailroom Procedures

Interoffice mail: Mark out previous names and departments on interoffice envelopes.

The receiving department, with a name, if desired, should be the only writing visible on interoffice envelopes. Improper information results in delay of delivery with Mailroom Staff opening mail to determine recipient.

Place small interoffice letters in large interoffice envelopes to prevent postage and mailing.

Outgoing mail: The department and/or division name(s) must appear in the return address section of the envelope, and, as above, if inadequate information is supplied, staff will need to open the mail to determine the correct department, which may result in a delay in the mailing of the item.

Before placing large mailings in Building A's mailbox, please notify Mailroom staff so a cart can be brought over to transport mail to Building B.

When placing multiple letters in the large mailbox in Building A's mailroom, the envelopes should be rubber banded together.

International mail must be separated from domestic mail to ensure that it reaches its destination and is not returned due to inadequate postage.

Sealed envelopes should be separated from unsealed envelopes to prevent jamming the postage machine.

Mailroom Service Request forms

A Mailroom Service Request form has been included on the next page for your convenience. Completely fill out the form when submitting with your job. A separate form must be filled out for each job, unless the Mailroom Staff informs the requester otherwise.

Number of copies requested: Enter number of documents needed.

Number of originals: Enter the number of pages in the job.

Duplexed copies: Check yes if a two-sided document is needed, check no if a single sided document is needed.

3-hole punch: Check yes if hole punch is needed, check no if not needed.

Stapled: Check yes if staples are needed, check no if staples are not needed.

Original: Check 1-sided if the original is printed on one side only, check 2-sided if the original is printed on two sides.

Black and white: Check if black and white is required.

Color: Check if color is required.

Recycling Toner Cartridges

Bring used toner cartridges to the central Mailroom in Bldg. B for recycling.

Do not leave toner cartridges in the Mini Mailroom in Bldg. A

Do not tape boxes closed.

Do not send toner "tanks" from large production machines, these can't be recycled.

MAILROOM SERVICE REQUEST
Central Services

NUMBER OF COPIES REQUESTED: _____

NUMBER OF ORIGINALS: _____

DUPLEX COPIES: YES NO

ORIGINAL: 1 SIDED 2 SIDED

3-HOLE PUNCH: YES NO

BLACK & WHITE COLOR

STAPLED: YES NO

Requestor/Ext: _____ Dept/Division: _____

Additional Instructions: _____

ACCOUNT/PROJECT #: _____

Date Submitted: _____ Date Required: _____

Mailroom Staff ONLY:

Copy Code: _____ Initials: _____ Completion Date: _____

TELEPHONE/VOICEMAIL SYSTEM OPERATIONS GUIDELINES

To place a local call	7-digit number
To place a call to another VOIP extension	4-digit ext. number
To place a long-distance call	1 + area code + 7-digit number
To place a call to a toll-free number	1 + 800 (or 888, 877, etc.) + 7-digit No.
To place a credit card call	0 + area code + 7-digit number (other patterns possible)
To setup call forwarding & voice mail	Telecommunications x1318
To retrieve voice mail message from voice mail activated phone within the system <u>other than your phone</u>	Dial 1999 – press * pause Press # - proceed as prompted for mailbox & security code
To retrieve voice mail messages from non-voice mail activated phone within the system	Dial 1999 – press # proceed as prompted for mailbox & security code
To retrieve voice mail messages from outside the building	Call: 226-1999, at greeting proceed as prompted for mailbox and security code

Polycom VVX400/410 Business Media Phones Quick Reference Guide

Polycom VVX400/410

Phone Views

Your phone has three main Views: Home, Calls, and Lines View (the default). You can access Home and Lines view at any time. If your phone has one or more calls, you can also access Calls view.

For Home View from any menu, press. Press again to alternate between Home and Lines view.

Home View

Home view displays icons you can select to access phone functions.

You can use the right, left, up, and down arrow keys to display more icons.

Lines View

Lines view displays phone Lines, Favorites and soft keys.

If your phone is idle, you can press the Line key to access the Dialer.

Tip: Referring to Soft Keys

In this guide, soft keys are referred to by their names only. For example, to end an active call, press End Call.

Calls View

If your phone has one or more calls, you can access Calls view.

Call color indicates status:

Dark green - Active call.

Bright blue - Incoming call.

Dark blue - Held call.

Use the up and down arrow keys to select a call (highlight it).

Entering Data

Use the Dialpad keys to enter information. To backspace press Backspace.

To type with the Dialpad keys, press a key repeatedly to view the character options and stop to select.

To type other characters, press Encoding or Mode. When using the Dialpad keys, use the 1, *, 0, and # keys.

About Calls

Only one call can be active at one time.

You can use the handset, speakerphone, or headset for calls. During a call, you can change modes by picking up the handset, or by pressing or.

Tip: Switching between Lines and Calls View

When in Calls view, switch to Lines view by pressing More > Lines.

Switch back to Calls view by pressing More > Calls.

Placing Calls

Pick up the handset, or press or Enter the

phone number, and press **Send** or **#**.
Or enter the phone number first, then press **Dial** pick up the handset, or press or
From Lines view: Press the phone **Line** key, enter the phone number, and press **Send**.
From Home view: Select **New Call** using the left and right arrow keys. Enter the phone number, and press **Send**.

Timesaver: Placing Calls Quickly

Press a **Speed Dial**, **BusyLampField**, **Favorite**, from the Lines display, or select a **Contact** from the **Contacts Directory**, then press **Dial**.

Answering Calls

To answer with the speakerphone, press or tap **Answer**. To answer with the handset, pick up the handset. To answer with the headset press or using an **Electronic Hook switch** headset.

To answer a new call while on an active call, tap **Answer**. The current call will be held.

Ending Calls

To end an active call, replace the handset, press, or press, or press **End Call**.

To end a held call, navigate to **Calls** view and highlight the held call. Press **Resume**, and press **End Call**.

Holding Calls

From **Calls** view, press **Hold** or **Remember** to highlight the call first.

To resume a held call, press **Resume** or again.

Transferring Calls

From **Calls** view press **Transfer** or, and call the other party. When you hear the ring back sound, or after you talk with the other party, press **Transfer** or again. Press **Blind** to transfer without waiting for the ring back tone.

Forwarding Calls

To enable call forwarding, press **Settings** from **Home** or **Lines** view. Select the forwarding type to enable, enter a forwarding number, and press **Enable**.

Phone Lines

Favorites

Soft Keys

Page Indicator

Total Calls

**Active
Held**

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To disable call forwarding, press Settings from Home or Lines view select the forwarding type to disable, and press Disable.

To enable per-call forwarding: As your phone rings, press Forward, enter the forwarding number, and press Forward.

Placing Conference Calls

Call the first party, and after the call connects, press More and select Conference. Then, dial and connect with the second party and press Conference again.

From Lines or Calls view, you can:

- Press Hold to hold all participants.
- Press End Call to remove yourself from the call, but keep the other participants connected.
- Press Manage to manage each participant (if available).
- Press Split to end the conference and hold all participants on separate Line keys.

Timesaver: Placing Conference Calls

If you have an active and held call, press Join to set up a conference.

Favorites

Favorites are contacts you call most often. Your Favorites list displays all your Favorites. A smaller number of Favorites displays in Lines view.

- To view your Favorites list - From Home view, press and select Directories>Favorites.
- To make a contact a Favorite - Navigate to your Contact Directory and select the contact. Press Info, press More, and select Add to Favorites. Press Yes to confirm.
- To dial a Favorite - Press the Favorite from Home or Lines view, or from your Favorites list.

Viewing Recent Calls

From the Lines view, do one of the following:

- Press, select Directories, and select Recent Calls to view your Recent Calls list.

- Press the right arrow key to view the recent **Placed Calls.**
- Press the left arrow key to view the recent **Received Calls.**
- Press the down arrow key to view the recent **Missed Calls.**
- Press the up-arrow key to view **Favorites.** From the Recent Calls list, press **Sort** to sort and order calls, press **Type** to display only certain calls, or select a call record to call the person.

Contact Directory

To select a contract from the Contact Directory, press.

To view your Directory - Select Directories from Home View. Select Contact Directory on the Directory screen.

To add a contact - Navigate to your Contact Directory and press Add. Enter the contact's information, and press SAVE. To make a contact a Favorite, enter a Favorite Index number.

To update contact information - Navigate to your Contact Directory and select the contact. Press Info, press Edit, update the contact's information, and press SAVE.

To delete a contact - Navigate to your Contact Directory and select the contact. Press Info, press Delete, and press Yes to confirm.

To search for a contact - Navigate to your Contact Directory and press Search. Enter search criteria, and press Search.

To dial a contact from your Directory - Navigate to your Contact Directory and select the contact. From the contact's information screen select the contact's phone number.

A green star indicates a Favorite.

Listening to Voicemail

An envelope, adjacent to a Line key, indicates that line has voicemail. Select Messages from Home view or press, and listen for the Voice Portal prompts to retrieve

your Voicemail.

Muting the Microphone

During a call, press so other parties can't hear you. To disable Mute, press again.

This applies to calls using the handset, headset, and speakerphone.

Using Do Not Disturb

To enable or disable ringing, press DND from Home or Lines view. When Do Not Disturb is enabled, the DND icon, , displays in the status bar and beside the appropriate Line key.

Adjusting Volume

To change call volume, press during a call. To change the ringer volume, press when the phone is idle or ringing.

The volume keys also control speakerphone and headset volumes when those modes are active.

Updating Ringtones

To change the incoming call ringtone, press Settings from Home View, and press Basic > Ring Type. Select the ringtone you want.

To set a ringtone for a contact, navigate to your Contact Directory and tap the contact. Press Edit, update the contact's ring type, and press SAVE.