



# CITY OF POMPANO BEACH ADVISORY BOARD / COMMITTEE APPLICATION

**City Clerk's Office Phone: 954-786-4611 Fax: 954-786-4095**  
**Post Office Drawer 1300, Pompano Beach, FL 33061**  
**www.pompanobeachfl.gov**

Mr. \_\_\_ Mrs. \_\_\_ Ms. \_\_\_ Miss \_\_\_ **Name:** Anne Marie Groblewski  
 (Optional)

**Residence Information:**

Home Address: 1 North Ocean Blvd., Apt #805  
 City/State/Zip: Pompano Beach, FL 33062  
 Home Phone: \_\_\_\_\_ Cell Phone: (516) 297-7898  
 Email: amgroblewski@gmail.com Fax: \_\_\_\_\_

**Business Information:**

Employer/Business Name: JM Family Enterprises  
 Current Position / Occupation: Assistant Vice President, Facilities Management  
 Business Address: 100 Jim Moran Blvd.  
 City/State/Zip: Deerfield Beach, FL 33442  
 Business Phone: (954) 429-2550 Fax: \_\_\_\_\_ Email: annemarie.groblewski@jmfamily.com

Are you a U.S. Citizen? Yes X No \_\_\_\_\_

Are you a resident of Pompano Beach? Yes X No \_\_\_\_\_ Reside in District: 1 X 2 3 4 5

Do you own real property in Pompano Beach? Yes \_\_\_\_\_ No X

Are you a registered voter? Yes X No \_\_\_\_\_

Have you ever been convicted of a felony? Yes \_\_\_\_\_ No X

Current or prior service on governmental boards and/or committees: N/A

**Please make a check next to the Advisory Boards/Committees you would like to serve on:**

<input type="checkbox"/> Affordable Housing	<input type="checkbox"/> Cultural Arts	<input type="checkbox"/> Parks and Recreation
<input type="checkbox"/> Air Park	<input type="checkbox"/> Education	<input checked="" type="checkbox"/> *Planning & Zoning/Local Planning Agency
<input type="checkbox"/> Architectural Appearance	<input type="checkbox"/> Emergency Medical Services	<input type="checkbox"/> *Police & Firefighter's Retirement System
<input type="checkbox"/> Nuisance Abatement Board	<input type="checkbox"/> *Employee's Board of Appeals	<input type="checkbox"/> Pompano Beach Economic Development Council
<input type="checkbox"/> Charter Amendment	<input type="checkbox"/> Employee's Health Insurance	<input type="checkbox"/> Public Art Committee
<input type="checkbox"/> Community Appearance	<input type="checkbox"/> *General Employee's Retirement System	<input type="checkbox"/> Recycling & Solid Waste
<input type="checkbox"/> *Community Development(CDAC)	<input type="checkbox"/> Golf	<input type="checkbox"/> Sand & Spurs Riding Stables
<input type="checkbox"/> CRA East	<input type="checkbox"/> Historic Preservation	<input type="checkbox"/> Marine
<input type="checkbox"/> CRA West	<input type="checkbox"/> *Housing Authority of Pompano Beach	<input type="checkbox"/> *Unsafe Structures
		<input type="checkbox"/> *Zoning Board of Appeals

\*Financial Disclosure Form is required, if appointed to serve, upon appointment and upon resignation/retirement.

In addition a Resume may be attached

Education: MBA - Pennsylvania State University

BS Organizational Management - St. Josephs College

Experience: 20+ years corporate real estate, facilities and property management

Past Positions: Director of General Affairs, Canon USA, Melville, NY

Corporate Facilities Management, Hedge Fund, Westport, CT

Vice President, Facilities and Administration, Hedge Fund, Jericho, NY

See attached resume for additional details

Hobbies: Travel, reading, volunteer work (children's charities), sports fan

***Making any false statements herein may be cause for revocation by the City Commission of any appointment to a Board/Committee.***

Signature: Ann Marie Groblowski

Date: 1/5/19

Initials of Clerk or Deputy: \_\_\_\_\_

Date received or confirmed: \_\_\_\_\_

Please check one: ☒ New Application ☐ Currently Serving on Board ☐ Updated Information

Note: Application is effective for one year from date of completion. If you have any questions on the above, please call the City Clerk's Office at: 954-786-4611, or send via fax to: 954-786-4095.

**ANNE MARIE GROBLEWSKI**  
1 N. Ocean Blvd #805, Pompano Beach FL 33062

(516) 297-7898  
amgroblewski@gmail.com

### **SUMMARY**

Senior level professional with over 20 years of experience in the successful delivery of Capital Projects, Real Estate and Facility Operations.

Specific areas of expertise include:

- Project Management
- Design & Construction
- Sustainability & LEED
- Property & Site Selection
- Facility Operations
- Risk Management
- Strategic Planning
- Procurement & Sourcing
- Resource Management

### **CAREER EXPERIENCE**

**JM FAMILY ENTERPRISES**  
**AVP, Facilities Management**

**5/2015 to present**

Lead corporate facilities management division responsible for operation and maintenance of approx. two million square feet, 60+ building real estate portfolio.

**CANON U.S.A.**  
**Director, General Affairs**

**9/2011 to 4/2015**

Spearhead management of facilities, real estate, and corporate services for all leased and owned US locations. Administer efficient, proactive office operations, building management, space planning, project management, and safety/security. Orchestrate property selection, due diligence, design, construction and project delivery. Source and negotiate contracts with service providers while maintaining capital and operational budgets. Gain buy-in from stakeholders and decision makers.

- Completed construction/LEED projects, including 700,000 SF corporate headquarters, 100,000 SF warehouse expansion, 100,000 SF office/training location, and 40,000 SF research lab.
- Devised and deployed standardized methods for successful corporate real estate delivery.
- Earned Canon Americas President's Award for new headquarters facility construction effort.

**BRIDGEWATER ASSOCIATES**  
**Manager, Building Operations**

**11/2008 to 7/2011**

Provided leadership to facilities team supporting multi-building campus. Responsible for 100% "up-time" operations in trading environment, managing high-end office space and services for demanding internal and external client base.

- Facilities and project management with day-to-day oversight of a broad range of functional areas including maintenance and repair, capital projects and vendor management.
- Ensured smooth opening and occupancy of all new construction.
- Organized strategic plans for emergency management and business continuity.

**IVY ASSET MANAGEMENT CORP.**

**02/1998 to 10/2008**

**Vice President, Facility Operations & Administration**

Managed facility/office services, financial plans, cost controls, procurement, and capital/operating budgets. Directed vendor management, bidding, and negotiations. Oversaw real estate, facility management, and equipment maintenance. Coordinated disaster recovery, business continuity, and workplace safety/security plans. Developed and deployed corporate policies and processes, ensuring operational compliance.

- Completed new corporate headquarters construction and planned all aspects of company relocation.
- Delivered new locations in New York, San Francisco, London, Tokyo, and Hong Kong.
- Instituted requirement for 5/10-year business plans for region from stakeholders.
- Established standards for facilities, office services, space allocation, and expense approval.

**EDUCATION & CERTIFICATIONS**

**Master of Business Administration**

2007 - Pennsylvania State University

**Bachelor of Science, Organizational Management**

2001 - St. Joseph's College

**Certified Purchasing Manager (CPM)**