

MEMORANDUM

March 11, 2014

TO: Honorable Mayor and City Commission

VIA: Kenneth Fields, City Manager

FROM: Clara VanBlargan, City Clerk

RE: Appointments – Boards, Commissions, and Committees

SYNOPSIS: The appointments will fill vacancies due to resignations, expiration of terms, newly established boards, etc.

RECOMMENDATION

The Mayor makes appointments to various citizen advisory and regulatory boards, commissions, committees, and authorities with the advice and consent of the City Commission (City Charter, Sec. 3.06).

The Mayor is asked to make the appointments as deemed appropriate.

BACKGROUND

Vacancies exist on various Boards, Commissions, and Committees due to resignations, expirations of terms, newly established boards, etc.

CRA Citizen Advisory Committee – The committee consists of five (5) members. Members must own property or operate a business within the voting district provided that the residence or business of the nominee is within the boundaries of the CRA (2-year term).

- *There is no interview process requirement for applicants applying for appointment to this board.*
- *Members are not required to file an annual Form 1, Statement of Financial Interests*
- *Current Vacancies: 3 residents in specific voting district or meeting other requirement in specific voting district (includes 3 expiring terms) 3 members (Seat 1, At-Large; Seat 2, District 19; Seat 5, District 28)*
- *District Vacancies are chosen by the Commissioners representing that District. Commissioners Lutton and Thornhill are encouraged to find persons from their respective districts to fill the remaining slots.*

1 - Resident vacancy (Seat 1, At-Large)	Term expires 07/01/14
1 - Resident vacancy (Seat 2, District 19)	Term expires 07/01/14
1 - Resident vacancy (Seat 5, District 28)	Term expires 07/01/15

Current Members: Narvell Peterson, (Seat 3 – District 122)
Murray Zacharia, (Seat 4 – District 27)

Applying for appointment: Christopher Kincaid, resident; Seat 1, At-Large

General Employees' Retirement Board (City Code Sec. 16-43) – The board consists of five (5) trustees. Two (2) members must be employees of the plan elected by a majority of the actively employed members of the retirement system, two (2) members must be a resident of the City, own property in the City or have a business tax issued from the City of Lake Wales, and one member is a voting Mayor or City Commissioner. (4-year term)

- There is no interview process requirement for applicants applying for appointment to this board.
- Members are required to file an annual Form 1, Statement of Financial Interest.

- Current Vacancies: **Voting Mayor/or City Commissioner**

Current Members: Linda Kimbrough, resident
 Violeta Salud, resident
 James Slaton, general employee
 Sarah Kirkland, general employee
 Commissioner Michael Carter, voting City Commissioner member

1 - Mayor or City Commissioner vacancy: Term expires 04/01/14

Commissioner Carter currently serves on the General Employees' Retirement Board and will no longer be a City Commissioner after May 6, 2014.

Firefighters' Retirement Board (City Code Sec. 16-163) – The board consists of five (5) trustees. Two (2) members must be legal residents of the City and two (2) members must be full-time firefighters employed by the Lake Wales Fire Department. The Mayor with the advice and consent of the City Commission appoints resident members and firefighter members are selected by a majority of the firefighters who are members of the plan. The fifth member is chosen by a majority of the other four members and appointed by the Mayor. (4-year term)

- There is no interview process requirement for applicants applying for appointment to this board.
- Members are required to file an annual Form 1, Statement of Financial Interests
- Current Vacancies: **1 resident**

Current Members: Robert Holt, 5th Seat
 Glen Gest, resident
 Joe Jenkins, Fire Chief
 Roy Wilkinson, III, Firefighter

1 - Resident vacancy: Term expires 09/30/14

Applying for appointment: James (Jerry) Brown, resident
 Christine Elrod, resident

Christine Elrod originally applied for appointment to the Police Officers' Retirement Board as shown on the application.

Police Officers' Retirement Board (City Code Sec. 16-233) – The board consists of five (5) trustees. Two (2) members must be legal residents of the City and two (2) members must be full-time police officers' employed by the Lake Wales Police Department. Resident members are appointed by the Mayor with the advice and consent of the City Commission; police officer members are elected by a majority of the police officers who are members of the plan. The fifth member is chosen by a majority of the other four members and appointed by the Mayor. (4-year term)

- There is no interview process requirement for applicants applying for appointment to this board.
- Members are required to file an annual Form 1, Statement of Financial Interests
- Current Vacancies: **1 resident**

Current Members: Patrick Quinn, police officer, 5th Seat
 Joe Elrod, police officer
 Mark Stroup, police officer
 Leon Weech, resident

1 - Resident vacancy: Term expires 09/30/14

Applying for appointment: Anthony Elrod, resident

Anthony Elrod is related to Police Officers' Retirement Board member Joe Elrod. However, relatives are not prohibited from serving on the same board as long as they do not discuss board business without complying with the requirements F. S. 286.0111.

OPTIONS

Do not appoint the applicants named above and seek other applicants; however, it may be difficult for the boards to obtain a quorum until vacancies are filled.

FISCAL IMPACT

None. These are volunteer citizen boards.

ATTACHMENTS

Applications

APPLICATION FOR APPOINTMENT TO CITY BOARD, COMMISSION OR COMMITTEE

City of Lake Wales, City Clerk's Office, P.O. Box 1320, Lake Wales, FL 33859-1320

Board/Commission/Committee

CRA Citizens Advisory

Applying for:

reappointment

new appointment

City Resident?	Yes Full-time <input checked="" type="checkbox"/>	Yes Part-time <input type="checkbox"/>	No <input type="checkbox"/>
Registered Voter?	Yes, Florida <input checked="" type="checkbox"/>	Yes, Other <input type="checkbox"/>	No <input type="checkbox"/>

City Business Tax?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Own Property in City?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Name <i>Christopher Kincaid</i>	
Home Address <i>1109 Cephus St., Lake Wales</i>	Home Phone <i>(863) 289-1215</i>
Business Address <i>318 S. Scenic Hwy</i>	Business Phone <i>(863) 676-0198</i>
Employer <i>Kincaid Electrical Services, Inc.</i>	Occupation/Type of Business <i>Electrical Contracting</i>
If applicant is not a city resident or does not pay business tax to city, please provide physical address of property owned within the city limits.	

Special knowledge or experience applicable to function of board/commission/committee

Advanced education in small business management, lifelong resident of Lake Wales, have been conducting business in this town for over 40 years.

Other community involvement

-Current President of BNI Referrals First

Fla. Statute 760.80 requires the City of Lake Wales to maintain and report the following information:

Race/Ethnicity African-American <input type="checkbox"/> Asian-American <input type="checkbox"/> Hispanic-American <input type="checkbox"/> Native-American <input type="checkbox"/> Caucasian <input checked="" type="checkbox"/>	Gender Male <input checked="" type="checkbox"/> Female <input type="checkbox"/>
Physically Disabled? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

I understand that I may be required to complete a Financial Disclosure Form in accordance with the requirements of Florida Law for every year during which I serve as an appointee. I further understand that refusal to file a required Financial Disclosure will result in my removal from the board/commission/committee to which I have been appointed.

CK
applicant initials

Have you ever been convicted of a felony? Yes
 If yes, please explain on separate paper and attach to application. No

List 3 references who reside in the city:

<i>Corby Myers</i>	<i>(863) 638-2153</i>
name	phone
<i>Daniel Lamb</i>	
name	phone
<i>Robert Bryant</i>	
name	phone

Contact City Clerk's Office to schedule appointment with board chairman and board support staff.

CK
applicant signature

2/14/14
date

If the applicant is not appointed at the next City Commission meeting scheduled for the purpose of making appointments, this application will be retained on file for 6 months.

e-mail *kincaid.chris@gmail.com*

APPLICATION FOR APPOINTMENT TO CITY BOARD, COMMISSION OR COMMITTEE

City of Lake Wales, City Clerk's Office, P.O. Box 1320, Lake Wales, FL 33859-1320

Board/Commission/Committee Fire Pension Board

Applying for:		Yes	Yes	No		Yes	No	
<input type="checkbox"/> reappointment	City Resident?	<input checked="" type="checkbox"/>	Full-time	Part-time	<input type="checkbox"/>	City Business Tax?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> new appointment	Registered Voter?	<input checked="" type="checkbox"/>	Yes, Florida	Yes, Other	<input type="checkbox"/>	Own Property in City?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Name James G. (Jerry) Brown													
Home Address 839 N. Lakeshore Blvd.	Home Phone 863/528-8538												
Business Address	Business Phone												
Employer Retired	Occupation/Type of Business Retired												
If applicant is not a city resident or does not pay business tax to city, please provide physical address of property owned within the city limits.													
Special knowledge or experience applicable to function of board/commission/committee I served on the Fire Pension Board for many years through 2009. I have been through all of the CPPT training.													
Other community involvement Board Member - Lake Wales Care Center Member - First Baptist Church of Lake Wales	Fla. Statute 760.80 requires the City of Lake Wales to maintain and report the following information: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Race/Ethnicity</td> <td style="width: 50%;">Gender</td> </tr> <tr> <td>African-American <input type="checkbox"/></td> <td>Male <input checked="" type="checkbox"/> Female <input type="checkbox"/></td> </tr> <tr> <td>Asian-American <input type="checkbox"/></td> <td></td> </tr> <tr> <td>Hispanic-American <input type="checkbox"/></td> <td></td> </tr> <tr> <td>Native-American <input type="checkbox"/></td> <td>Physically Disabled?</td> </tr> <tr> <td>Caucasian <input checked="" type="checkbox"/></td> <td>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></td> </tr> </table>	Race/Ethnicity	Gender	African-American <input type="checkbox"/>	Male <input checked="" type="checkbox"/> Female <input type="checkbox"/>	Asian-American <input type="checkbox"/>		Hispanic-American <input type="checkbox"/>		Native-American <input type="checkbox"/>	Physically Disabled?	Caucasian <input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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_____ applicant initials													
Have you ever been convicted of a felony? <input type="checkbox"/> Yes If yes, please explain on separate paper and attach to application. <input checked="" type="checkbox"/> No	_____ applicant signature _____ date <u>01-22-2014</u>												
List 3 references who reside in the city: Jonathan Thornhill 863/604-8556 name phone Scott Markley 863/528-9080 name phone Mike Danford 863/412/1836 name phone Contact City Clerk's Office to schedule appointment with board chairman and board support staff.	If the applicant is not appointed at the next City Commission meeting scheduled for the purpose of making appointments, this application will be retained on file for 6 months. e-mail <u>lakewalesfdchief@gmail.com</u>												

APPLICATION FOR APPOINTMENT TO CITY BOARD, COMMISSION OR COMMITTEE

City of Lake Wales, City Clerk's Office, P.O. Box 1320, Lake Wales, FL 33859-1320

Board/Commission/Committee Pension Board - Police

Applying for:

<input type="checkbox"/> reappointment	City Resident?	Yes Full-time <input checked="" type="checkbox"/>	Yes Part-time <input type="checkbox"/>	No <input type="checkbox"/>	City Business Tax?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> new appointment	Registered Voter?	Yes, Florida <input checked="" type="checkbox"/>	Yes, Other <input type="checkbox"/>	No <input type="checkbox"/>	Own Property in City?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Name <u>Anthony DALE ELROD</u>	
Home Address <u>939 Oxford Way, Lake Wales, FL 33853</u>	Home Phone <u>863 661-7902</u>
Business Address <u>801 Henry St, LAKE WALEs, FL 33853</u>	Business Phone <u>863-679-5400</u>
Employer <u>Quality Vault & Monuments, Inc</u>	Occupation/Type of Business <u>Funeral Ind.</u>

If applicant is not a city resident or does not pay business tax to city, please provide physical address of property owned within the city limits.

Special knowledge or experience applicable to function of board/commission/committee
Bachelor Degree in Finance.

Other community involvement	Fla. Statute 760.80 requires the City of Lake Wales to maintain and report the following information: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"> Race/Ethnicity African-American <input type="checkbox"/> Asian-American <input type="checkbox"/> Hispanic-American <input type="checkbox"/> Native-American <input type="checkbox"/> Caucasian <input checked="" type="checkbox"/> </td> <td style="width: 50%;"> Gender Male <input checked="" type="checkbox"/> Female <input type="checkbox"/> Physically Disabled? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> </td> </tr> </table>	Race/Ethnicity African-American <input type="checkbox"/> Asian-American <input type="checkbox"/> Hispanic-American <input type="checkbox"/> Native-American <input type="checkbox"/> Caucasian <input checked="" type="checkbox"/>	Gender Male <input checked="" type="checkbox"/> Female <input type="checkbox"/> Physically Disabled? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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[Signature]
applicant initials

Have you ever been convicted of a felony? <input type="checkbox"/> Yes If yes, please explain on separate paper and attach to application. <input checked="" type="checkbox"/> No	applicant signature <u>[Signature]</u> date <u>2/27/13</u>												
List 3 references who reside in the city: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"><u>Rhonda Wilcox</u></td> <td style="width: 30%;"><u>(863) 221-4007</u></td> </tr> <tr> <td><small>name</small></td> <td><small>phone</small></td> </tr> <tr> <td><u>Patricia Sells</u></td> <td><u>(863) 223-2172</u></td> </tr> <tr> <td><small>name</small></td> <td><small>phone</small></td> </tr> <tr> <td><u>Troy Schulze</u></td> <td><u>(863) 678-8282</u></td> </tr> <tr> <td><small>name</small></td> <td><small>phone</small></td> </tr> </table> Contact City Clerk's Office to schedule appointment with board chairman and board support staff.	<u>Rhonda Wilcox</u>	<u>(863) 221-4007</u>	<small>name</small>	<small>phone</small>	<u>Patricia Sells</u>	<u>(863) 223-2172</u>	<small>name</small>	<small>phone</small>	<u>Troy Schulze</u>	<u>(863) 678-8282</u>	<small>name</small>	<small>phone</small>	If the applicant is not appointed at the next City Commission meeting scheduled for the purpose of making appointments, this application will be retained on file for 6 months. e-mail <u>TELROD00@yahoo.com</u>
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		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/> new appointment	Registered Voter?	Yes, Florida	Yes, Other	No		Own Property in City?	No
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>

Name <u>Christine N. Clementz Elrod</u>	
Home Address <u>939 Oxford Way, Lake Wales</u>	Home Phone <u>407-307-5226</u>
Business Address <u>801 Henry Street, Lake Wales, FL 33853</u>	Business Phone <u>863-679-5400</u>
Employer <u>Quality Vaults & Monuments, Inc.</u>	Occupation/Type of Business <u>Funeral Ind.</u>

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Special knowledge or experience applicable to function of board/commission/committee

Other community involvement	<p>Fla. Statute 760.80 requires the City of Lake Wales to maintain and report the following information:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"> Race/Ethnicity African-American _____ Asian-American _____ Hispanic-American _____ Native-American _____ Caucasian <input checked="" type="checkbox"/> </td> <td style="width: 50%;"> Gender Male _____ Female <input checked="" type="checkbox"/> Physically Disabled? Yes _____ No <input checked="" type="checkbox"/> </td> </tr> </table>	Race/Ethnicity African-American _____ Asian-American _____ Hispanic-American _____ Native-American _____ Caucasian <input checked="" type="checkbox"/>	Gender Male _____ Female <input checked="" type="checkbox"/> Physically Disabled? Yes _____ No <input checked="" type="checkbox"/>
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Have you ever been convicted of a felony? <input type="checkbox"/> Yes If yes, please explain on separate paper and attach to application. <input checked="" type="checkbox"/> No	applicant initials <u>CE</u> applicant signature <u>Christine N. Clementz Elrod</u> date <u>2/21/13</u>
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List 3 references who reside in the city:

name <u>Patricia Sells</u>	phone <u>(863) 223-2172</u>
name <u>Rhonda Wilcox</u>	phone <u>(863) 221-4007</u>
name _____	phone _____

Contact City Clerk's Office to schedule appointment with board chairman and board support staff.

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e-mail _____