

MEMORANDUM

April 30, 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.

Airport Authority (City Code Sec. 2-41) – The board consists of seven (7) voting members and one (1) non-voting member who is a City Commissioner. At least four (4) voting members must be qualified electors of the City (3-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: 1 resident/non-resident receiving either water or sewer service

Current Members: Charles Keniston, resident
Jack Neal, resident
Katherine Rogers, resident, chairman
Charles Loomis, resident
Robert Kelly, resident
Dale Marks, resident
Mayor Eugene Fultz, non-voting member

Airport Manager (City Code Sec. 2-41(f)(5)) - City Manager

Vacancy – 1 Term expires 07/01/2014

Applying for appointment: Joley Robinson Lowd, resident

Recommendation: The recommendation is for the Mayor to appoint Joley Robinson Lowd to serve on the Airport Authority Board for a partial term expiring on 07/01/2014 and for a regular term expiring on 07/01/2017, 3yr term, because the partial term is less than two months and does not count as serving a normal term.

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) 2 members (Seat 1, At-Large; 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.*

Vacancies - 2

1 - Resident vacancy (Seat 1, At-Large) Term expires 07/01/14

1 - Resident vacancy (Seat 5, District 28) Term expires 07/01/15

Current Members: Christopher Kincaid (Seat 2 – District 19)
Narvell Peterson, (Seat 3 – District 122)
Murray Zacharia, (Seat 4 – District 27)

Applying for appointment: Robby Bryant, resident; Seat 1, At-Large

Recommendation: The recommendation is for the Mayor to appoint Robby Bryant to serve on the CRA Citizen Advisory Committee for a partial term expiring on 07/01/2014 and for a regular term expiring on 07/01/2016, 2yr term, because the partial term is less than two months and does not count as serving a normal term.

Historic District Regulatory Board (City Code Sec. 23-208.2) – The board consists of five (5) regular members (appointed in accordance with section 2-26). At least 50% of the members shall reside or own property within the City. Members shall be chosen to provide expertise in the following disciplines to the extent such professionals are available in the community: historic preservation, architecture, architectural history, curation, conservation, anthropology, building construction, landscape architecture, planning, urban design, and regulatory procedures. (3-year term)

- An interview process is necessary for new applicants only.
- Members are required to file an annual Form 1, Statement of Financial Interests
- **Current Vacancies: 2 residents or own property in City; or 2 non-residents meeting other requirement**

Current Members: Lawrence (Larry) Bossarte, business owner
Jean Donaldson, resident
Diane Armington, owns property in the City

Vacancies – 2: Terms expire 07/01/2015

Applying for appointment: Leah Bartholomay, non-resident meeting other requirements

Recommendation: The recommendation is for the Mayor to appoint Leah Bartholomay to serve on the Historic District Regulatory Board for a partial term expiring on 07/01/2015.

Planning & Zoning Board (City Code Sec. 23-205.2) – The board consists of seven (7) members. At least six (6) members must reside in the City and one (1) member must either reside in or own real property in the city. (3 year term)

- An interview process is required for new applicants only.
- Members are required to file an annual Form 1, Statement of Financial Interests
- **Current Vacancies: 1 resident or own property in the City or hold a valid occupational license issued by the City**

Current Members: Joanne Fuller, resident
Mark Bennett, resident
Bob Gibson, resident
Charlene Bennett, resident
Sharon Allen, resident
Lloyd (Jack) Van Sickle, resident

Vacancies – 1: Term expires 07/01/2016

Applying for Appointment: John Gravel, non-resident, owns property in City

Recommendation: The recommendation is for the Mayor to appoint John Gravel to serve on the Planning & Zoning Board for a term expiring on 07/01/2016.

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
Recommendations

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 Airport Authority

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

Name <u>Joley Robinson Lowd</u>	
Home Address <u>1046 Lancelot Drive, LKWales</u>	Home Phone <u>863-605-8490</u>
Business Address	Business Phone <u>863-676-2935</u>
Employer <u>Robinson Groves / Ridge Shooting Assoc.</u>	Occupation/Type of Business <u>Grovecare taking/recreation</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

I flew with my Dad for many years, thousand of hours in flight. It is a passion of mine, and would be an honor to obtain this position. I myself have taken lessons, and love to fly,

<p>Other community involvement</p> <p><u>Lake Wales Ghost tours free community service fundraisers, for Lake Wales Care Center and local pre-schools, active with volunteering and helping our community.</u></p>	<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%;"> <p>Race/Ethnicity</p> <p>African-American <input type="checkbox"/></p> <p>Asian-American <input type="checkbox"/></p> <p>Hispanic-American <input type="checkbox"/></p> <p>Native-American <input type="checkbox"/></p> <p>Caucasian <input checked="" type="checkbox"/></p> </td> <td style="width: 50%;"> <p>Gender</p> <p>Male <input type="checkbox"/> Female <input checked="" type="checkbox"/></p> </td> </tr> <tr> <td colspan="2"> <p>Physically Disabled?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> </td> </tr> </table>	<p>Race/Ethnicity</p> <p>African-American <input type="checkbox"/></p> <p>Asian-American <input type="checkbox"/></p> <p>Hispanic-American <input type="checkbox"/></p> <p>Native-American <input type="checkbox"/></p> <p>Caucasian <input checked="" type="checkbox"/></p>	<p>Gender</p> <p>Male <input type="checkbox"/> Female <input checked="" type="checkbox"/></p>	<p>Physically Disabled?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
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<p>Physically Disabled?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>					

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.

JRL
applicant initials

<p>Have you ever been convicted of a felony? <input type="checkbox"/> Yes</p> <p>If yes, please explain on separate paper and attach to application. <input checked="" type="checkbox"/> No</p>	<p><u>Joley Robin Lowd</u> applicant signature</p>
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<p>List 3 references who reside in the city:</p> <p><u>John Paul Rogers</u> <u>676-6764</u> name phone</p> <p><u>Bill Walker</u> <u>676-1879</u> name phone</p> <p><u>Wayne Tew</u> <u>404-0407</u> name phone</p> <p><u>Nicki Rogers</u> name phone</p> <p>Contact City Clerk's Office to schedule appointment with board chairman and board support staff.</p>	<p style="text-align: right;">date <u>4/09/2014</u></p> <p>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.</p> <p>e-mail <u>joleylowd@yahoo.com</u></p>
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Mimi Hardman Lake Wales Depot
Freddie Trim (FNP)

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 CAC

Applying for:		Yes Full-time	Yes Part-time	No		Yes	No
<input type="checkbox"/> reappointment	City Resident?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	City Business Tax?	<input type="checkbox"/>	<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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Name **Robby Bryant**

Home Address 1125 Voncile St Lake Wales, FL 33853	Home Phone 863-605-9679
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Business Address 2 North 1st St. Ste. 130 Lake Wales, FL 33853	Business Phone 863-676-1404
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Employer Ewing Blackwelder & Duce Insurance	Occupation/Type of Business Insurance Agent
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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

Previous time already spent on CRA board
Several years on the YMCA advisory board

Other community involvement

Also completing application for Planning & Zoning Board

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"/>
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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.

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

Robby Bryant
applicant initials

4-21-14
date

List 3 references who reside in the city:

Rosemary Bryant	863-221-7264
name	phone
Edward Bryant	863-221-7264
name	phone
Jonathan Thornhill	863-604-8556
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 rbryant@ebdins.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

RECEIVED OCT 01 2013

Board/Commission/Committee Planning Board

Applying for:

reappointment

new appointment

City Resident?

Yes, Full-time Yes, Part-time No

Registered Voter?

Yes, Florida Yes, Other No

City Business Tax?

Yes No

Own Property in City?

Name <u>Leah Bartholomay</u>		<u>863.292.3681 work</u>	
Home Address <u>1299 E Grove Ave</u>		Home Phone <u>863-241-3665 cell</u>	
Business Address		Business Phone	
Employer <u>Polk State College</u>		Occupation/Type of Business <u>Designer</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
No previous experience

COPY

Other community involvement <u>Lake Wales arts center volunteer</u>	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 type="checkbox"/> Female <input checked="" type="checkbox"/> </td> </tr> <tr> <td colspan="2"> 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 type="checkbox"/> Female <input checked="" type="checkbox"/>	Physically Disabled? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
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Physically Disabled? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					

Cannot be available for 5 pm meetings 10/1/13

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.

[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	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;"> applicant signature </td> <td style="width: 50%; text-align: center;"> <u>9/30/13</u> date </td> </tr> </table>	 applicant signature	<u>9/30/13</u> date				
 applicant signature	<u>9/30/13</u> date						
List 3 references who reside in the city: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Eugene Futz</td> <td style="width: 50%;">863.679.5422</td> </tr> <tr> <td>Andrea Fitterling</td> <td>863.632.1985</td> </tr> <tr> <td>Ken Bartholomay</td> <td>863.514.6604</td> </tr> </table>	Eugene Futz	863.679.5422	Andrea Fitterling	863.632.1985	Ken Bartholomay	863.514.6604	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>lbartholomay@polk.edu</u>
Eugene Futz	863.679.5422						
Andrea Fitterling	863.632.1985						
Ken Bartholomay	863.514.6604						

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

MEMORANDUM

April 28, 2014

TO: Clara Van Blargan, City Clerk

FROM: Margaret Swanson, Director of Planning and Development

RE: Recommendation - Appointment to Historic District Regulatory Board

The Chairman of the Historic District Regulatory Board, Larry Bossarte, and I recommend appointment of Leah Bartholomay to the board.

The Historic District Regulatory Board is a five-member board. There are currently three sitting members. Ms. Bartholomay would fill one of the two vacant seats.

The recommendation is based on an interview on April 17 following a meeting of the Board, which Ms. Bartholomay attended. The duties and responsibilities of board members were reviewed. Ms. Bartholomay expressed an interest in serving the community and an understanding of the board's charge.

Ms. Bartholomay is a designer at Polk State College in Winter Haven and a volunteer for the Lake Wales Arts Center. She lives within the city limits.

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 _____

Applying for:

reappointment

new appointment

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

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

Name John Gravel	
Home Address 1000 N. Highland Park Dr, LW 33898	Home Phone 863 528 1710
Business Address 343 W. Central Ave, Ste 102, LW 33853	Business Phone 863 676 8058
Employer Self - Westlake Real Estate Co, Inc	Occupation/Type of Business Real Estate Broker
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. 343 W. Central Ave Ste's 101, 102, 104, 105	
Special knowledge or experience applicable to function of board/commission/committee 731 Wildabow Ave, 637-641 9th St, S, 315-317 E. Johnson Ave. 130 E Johnson Ave #106 Real Estate Broker - 40 years Residential Contractor 20+ years	

Other community involvement

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 checked="" type="checkbox"/> Caucasian <input 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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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.

John Gravel
applicant initials

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

John Gravel
applicant signature
3/19/14
date

List 3 references who reside in the city:

Joyce Pettus	679 8981
name	phone
Jim Kahler	676 1614
name	phone
John Rogers	676 6764
name	phone

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 **Westlake realestate@comcast.net**

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

MEMORANDUM

April 28, 2014

TO: Clara Van Blargan, City Clerk

FROM: Margaret Swanson, Director of Planning and Development

RE: Recommendation - Appointment to Planning and Zoning Board

The Chairman of the Planning and Zoning Board, Charlene Bennett, and I recommend appointment of John Gravel to fill the vacancy in membership on the board.

The recommendation is based on an interview on March 27. The duties and responsibilities of board members were reviewed. Mr. Gravel expressed an interest in serving the community and an understanding of the board's charge.

Mr. Gravel is a life-long resident of the Lake Wales area. He is a self-employed real estate agent at Westlake Real Estate and residential building contractor.

Per sec. 23-205 of the Code, the Planning and Zoning board consists of seven regular members. At least six members must reside in the city and one member must either reside or own real property within the City limits. The six members now sitting on the board live within the city limits. Mr. Gravel owns property within the City limits.