

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

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Meeting Date: November 16, 2010

Department: PLANNING, ZONING & BUILDING

Submitted By: ZONING DIVISION

Advisory Board Name: LAND DEVELOPMENT REGULATION ADVISORY BOARD

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I. EXECUTIVE BRIEF

Motion and Title: **Staff recommends motion to approve:** Appointment of one (1) new member to the Land Development Regulation Advisory Board (LDRAB), for the term from November 16, 2010 to February 5, 2013.

<u>Nominee</u>	<u>Seat #</u>	<u>Seat Requirement</u>	<u>Nominated By</u>
Terrence N. Bailey	10	Engineer	Florida Engineering Society


Summary: The ULDC provides for seven members appointed by the BCC (one from each PBC Commissioner as a district appointment) with consideration of expertise in Art. 17.C.1.C.2, Qualifications; ten members that are appointed by a majority of the BCC upon a recommendation by specific organizations: Residential Builder: Gold Coast Builders; Municipal Representative: PBC League of Cities; Engineer: Florida Engineering Society; Architect: American Institute of Architects; Environmentalist: Environmental Organization; Realtor: The PBC Board of Realtors; Surveyor: Florida Surveying and Mapping Society; Citizen Representative: Condominium/HOA Association; Commercial Builder: Association General Contractors of America; and AICP Planner: PBC Planning Congress; and two members appointed at-large, as alternates, by majority vote of the BCC, with consideration of the expertise in Art.17.C.1.C.2, Qualifications. These appointments/reappointments are consistent with the Unified Land Development Code (ULDC) requirements. Unincorporated (LB).


Background and Justification: The LDRAB shall periodically review the provisions to the ULDC that are not reviewed by another advisory board established by BCC for that purpose, and to make recommendations to the BCC for those provisions reviewed; to make its special knowledge and expertise available upon written request and authorization of the BCC to any official, department, board, commission or agency of PBC, the State of Florida or Federal governments; and to serve as Land Development Regulation Commission (LDRC) as provided by F.S.§ 163.3164(22) and F.S.§ 163.3194. The Board consists of 19 members with 15 seats currently filled and a diversity count of Asian: 1 (6.67%), Hispanic: 1 (6.67%), and White: 13 (86.66%). The gender ratio (male:female) is 11:4.

Attachments:

1. Board Appointment Information Form
2. Nomination Letter from Organization
3. Resume of Nominee
4. Palm Beach County Code of Ethics Disclosure/Acknowledgement Receipt Form
5. State Guide to the Sunshine Amendment and Code of Ethics Acknowledgement Receipt Form
6. Unified Land Development Code, Article 17, Chapter C, Section 1

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Recommended By:  10/12/10
Department Director Date

Legal Sufficiency:  10/13/10
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

REVISED 06/92
ADM FORM 03
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)



**PALM BEACH CHAPTER
FLORIDA ENGINEERING SOCIETY**

www.fleng.org/palmbeach
FES_palmbeach@yahoo.com

August 27, 2010

Mr. William Cross
Principal Site Planner
Zoning Division
2300 N. Jog Road
West Palm Beach, FL 33411

Dear Mr. Cross,

This letter is in response to the request that the Florida Engineering Society (FES) make a recommendation for appointment of an engineer to the Land Development Regulations Advisory Board (LDRAB).

Please accept this letter as confirmation that the Palm Beach Chapter of FES nominates Terrence Bailey, PE, for appointment to the LDRAB.

Should you have any questions, please contact me at (561)330-2345.

Thank you,

Michael F. Schwartz, PE
FES President 2009-2010

President Mike Schwartz, PE president@pbfes.org	President Elect Olive Bailey, PE vicepresident@pbfes.org	Secretary Joanne Koerner, PE secretary@pbfes.org	Treasurer James Richie, PE treasurer@pbfes.org	Past President Jim Kunard, PE paspresident@pbfes.org	State Director Larry Smith, PE statedirector@pbfes.org
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TERRENCE N. BAILEY, P. E.

2111 Little Torch St.
West Palm Beach, FL 33407

Email: TerrenceBailey@bellsouth.net
Cell: (561) 301-3215

EDUCATION

8/93-12/99 UNIVERSITY OF FLORIDA

Gainesville, Florida

BS Civil Engineering/Minor, Business Administration

- Florida Blue Key
- Florida Engineering Society
- Order of the Engineer
- Omega Psi Phi Fraternity

REGISTRATION

State of Florida Professional Engineers Licensure

- PE Number 60706

COMPETENCIES

- Simultaneous Management of Multiple Projects and Design Teams
- On-time Completion of Projects and Tasks
- Proactive Thinking and Project Planning
- Engineering Production Process Development, Implementation and Management
- Hurricane Preparedness Plan Preparation
- Development and Implementation of a Permit and Plat approval process for a local Government

COMPUTER SKILLS

- AutoCAD, Land Development Desktop, Archview GIS
- Microsoft Excel, Word, PowerPoint, Project, Access, Publisher
- Haestad Methods Modeling Software (WaterCAD, SewerCAD)
- Stormwater Modeling Software (V.Cascade, ADICPR)

EXPERIENCE

12/07-Present Palm Beach County School District

West Palm Beach, Florida

Professional Services Supervisor

- Aid the General Manager in allocation of human and capital resources.
- Management and Supervision of the School Districts internal design team comprised of two architects, a structural engineer, a field representative, two drafting technicians and administrative support.
- Supervision of the design, permitting, and procurement of 600 minor capitol projects and oversight of a \$36 Million Dollar capitol budget for Fiscal Year 2010.

Senior Project Administrator

- Lead Design Engineer/Project Manager for approximately 50 projects annually totaling approximately \$7 Million dollars annually.
- Oversight of 200 facilities SFWMD Water Use and Environmental Resources Permits.
- Development of Technical Specifications for the Districts Masters Specifications.

2/02-12/07 SFRN, Inc.

West Palm Beach, Florida

Assistant District Engineer

- Assistant District Engineer for Northern Palm Beach County Improvement District (Northern). Administered the design, bidding, award, construction and closeout of 4 million dollars of operable gate control structure, the 1.3 million dollar Indian Creek Parkway East of Central Blvd, the 6 million dollar Indian Creek Parkway West of Central Blvd, and the 12 million dollar Indiantown Road widening West of the Florida's Turnpike. As well as administering the bid and award of 16 annuals service contracts ranging from mowing of lake banks and canals, aquatic weed control, landscaping to diving services.
- Review and approval of all permits and acceptance of Pollution Prevention Plans for NPDES compliance and coordination of plat applications for Northern, The Village of North Palm Beach, and The City of Greenacres.

Project Manager/Team Leader

- Project Manager (PM) for Pero Farms 125,000 SF packing plant expansion on the existing 50 acre site at Atlantic and SR 441 – PM for civil site design, paving, grading and drainage, construction phasing and permitting with South Florida Water Management District, LWDD, DEP.
- Development of a hydraulic model for 13 existing lift stations and 7 proposed lift stations with financial analysis for the Loxahatchee River Environmental Control District in the Limestone Creek, Jupiter Isles subbasin.

4/99-2/02 Causseaux & Ellington, Inc.

Gainesville, Florida

Project Engineer

- Lead a project team including engineers, drafters, and administrative staff in site plan development, hydraulic and stormwater analysis, civil construction drawing preparation, permitting with the DEP, St. Johns River WMD for the land development division.



DATE: September 7, 2010
TO: ADVISORY BOARD MEMBERS
FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR
RE: PALM BEACH COUNTY CODE OF ETHICS

Effective May 1, 2010, contractual relationships between Palm Beach County government and advisory board members, their employers, or businesses, are prohibited conflicts of interest as set forth in the Palm Beach County Code of Ethics, Ordinance 2009-051. This conflict of interest must be waived by an affirmative vote of five (5) members of the Board of County Commissioners upon full disclosure at a public meeting in order to accept appointment to an advisory board. In the space provided below, please identify any such contractual relationships, or verify that none exist at this time. The Ordinance (2009-051) and the training requirement can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

<u>Type of Contract</u>	<u>Which Department/Division</u>	<u>Effective Date</u>	<u>Term</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

_____ Yes, submit a wavier to the Board of County Commissioners, since I or my employer have/has the above named contract(s);

OR

B At this time, I nor my employer have contract(s) with the Board of County Commissioners

As a (current or potential) advisory board member you are required to receive training on the PBC Code of Ethics and acknowledge that you have read and understand the PBC Code of Ethics Ordinance.

If you are unable to access the training and/or Ordinance on the web, please contact Anita Pedemey, Sr. Secretary, at 561-233-5234 for other arrangements.

Acknowledgement of Receipt

NAME: TERRENCE N. BAILEY
Print or Type

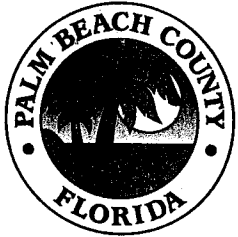
FIRM/COMPANY/ORGANIZATION: PALM BEACH COUNTY SCHOOL BOARD

ADVISORY BOARD(S): LAND DEVELOPMENT REGULATION ADVISORY BOARD

I acknowledge that I have taken the required training; and read and understand the Palm Beach County Code of Ethics Ordinance, the provisions of which are effective May 1, 2010. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: T. Bailey Date: 9/24/10

Please sign and return this FORM to Anita Pedemey, Palm Beach County Zoning Division, 2300 No. Jog Road, West Palm Beach, FL 33411. A self-addressed envelope has been provided for your convenience.



**Department of Planning,
Zoning & Building**

2300 North Jog Road
West Palm Beach, FL 33411-2741
(561) 233-5000

Planning Division 233-5300
Zoning Division 233-5200
Building Division 233-5100
Code Enforcement 233-5500
Contractors Certification 233-5525
Administration Office 233-5005
Executive Office 233-5228
www.pbcgov.com/pzb

**Palm Beach County
Board of County
Commissioners**

Burt Aaronson, Chair
Karen T. Marcus, Vice Chair

Shelley Vana
Steven L. Abrams
Jess R. Santamaria
Priscilla A. Taylor

County Administrator

Robert Weisman

DATE: September 7, 2010

TO: ADVISORY BOARD MEMBERS

FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR

RE: STATE GUIDE TO THE SUNSHINE AMENDMENT &
CODE OF ETHICS

As an appointee to a Palm Beach County Advisory Board, you must familiarize yourself with the State Guide to the Sunshine Amendment and Code of Ethics. The purpose of this guide is to ensure adherence to the highest standards of ethics, protect the integrity of County government and foster public confidence.

This guide addresses conflict of interest, disclosure, acceptance and reporting of gifts, use of position or property, voting conflicts, political activities, prohibition against misuse of the code, and enforcement. This Guide also addresses conflicts, prohibitions on doing business with the County or having conflicting employment or contractual relationships. The Guide can be found on the web at:
<http://www.pbcgov.com/ethics/advisory.htm>

Please read and make yourself familiar with the Guide and return the acknowledgment form below to: Anita Pedemey, Palm Beach County Zoning Division, 2300 No. Jog Road, West Palm Beach, FL 33411. If you cannot access this document on the web, please contact Ms. Pedemey at 561-233-5234 for other arrangements.

Acknowledgement of Receipt

NAME: TERRENCE N BAILEY
Print or Type

ADVISORY BOARD(S): Land Development Regulation Advisory Board

I acknowledge that I have read the State of Florida Guide to the Sunshine Amendment and the Code of Ethics. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: [Signature] **Date:** 9/24/10

Please sign and return to Administration in self-addressed envelope provided.

Revised 3/15/10

Willful violation of this Section which affects a vote of a board member shall render that action voidable by the BCC.

Section 4 Officers

A. Chair and Vice-Chair

At an annual organizational meeting, each board shall elect a Chair and Vice-Chair from among the members. The term of the Chair and Vice-Chair's terms shall be one year. The Chair shall administer oaths, be in charge of all procedures before the board and shall take such action as shall be necessary to preserve the order and integrity of all proceedings before the board. In the absence of the chair, the vice-chair shall act as Chair and shall have all the powers of the Chair.

Section 5 Rules of Procedure

A. Quorum and Voting

The presence of a majority of the members of the board shall constitute a quorum necessary to take action and transact business. All actions shall require a simply majority of the quorum present and voting at the meeting. In the event of a tie vote, the motion shall fail. No member shall abstain from voting unless the member has a voting conflict pursuant to State of Florida law.

B. Robert's Rules of Order

All meetings shall be governed by Robert's Rules of Order. Each board may by majority vote of the entire membership adopt additional rules of procedure for the transaction of business and shall keep a record of meetings, resolutions, findings and determinations.

C. Meetings

1. The location of all meetings shall be in PBC, Florida.
2. If a matter is postponed due to lack of a quorum, the item shall be rescheduled to the next meeting.
3. All meetings and public hearings shall be open to the public.
4. All meetings shall be set for time certain after due public notice. Due public notice shall include notification that a record is required to appeal a final decision of the board pursuant to F.S. §286.0105.

D. County Attorney's Office

The County Attorney's Office shall provide counsel and interpretation on legal issues.

Section 6 Compensation

Board members shall receive no compensation for their services with exception of Code Enforcement Special Master and Hearing Officers who may be compensated for their services at discretion of the BCC. Travel reimbursement for members shall be limited to expenses incurred only for travel outside PBC necessary to fulfill the responsibilities of membership on the particular board. Travel reimbursement shall be made only when sufficient funds have been budgeted and are available, and upon prior approval of the BCC. No other expenses are reimbursable except documented long distance telephone calls to PBC staff that are necessary to fulfill the responsibility of membership on the particular board. [Ord. 2006-036]

CHAPTER C APPOINTED BODIES

Section 1 Land Development Regulation Advisory Board

A. Establishment

There is hereby established a Land Development Regulation Advisory Board (LDRAB).

B. Powers and Duties

The LDRAB shall have the following powers and duties under the provisions of this Code:

1. to periodically review the provisions to this Code that are not reviewed by another advisory board established by BCC for that purpose, and to make recommendations to the BCC for those provisions reviewed;
2. to make its special knowledge and expertise available upon written request and authorization of the BCC to any official, department, board, commission or agency of PBC, the State of Florida or Federal governments; and
3. to serve as Land Development Regulation Commission (LDRC) as provided by F.S. § 163.3164(22) and F.S. § 163.3194.

C. Board Membership

1. Appointment

- a. The LDRAB shall be composed of 17 members and two at-large alternate members.
- b. Ten of the members shall be appointed by a majority of the BCC upon a recommendation by the organizations listed in Table 17.C.1.C-1, LDRAB Expertise.
- c. Seven members shall be appointed by the BCC. Each PBC Commissioner shall appoint one member with consideration of the expertise in Article 17.C.1.C.2, Qualifications.
- d. The BCC shall appoint two at-large alternate members, by a majority vote of the BCC, with consideration of the expertise in Article 17.C.1.C.2, Qualifications.

2. Qualifications

- a. The Board shall be composed of members with the expertise recommended for appointment by the corresponding organization as outlined in Table 17.C.1.C-1, LDRAB Expertise.
- b. Each BCC appointment shall be with consideration in the following areas of expertise:
 - 1) Landscape Architecture.
 - 2) Redevelopment Expertise.
 - 3) Fiscal Impact Analysis Expertise.
 - 4) Land Use/Real Estate Law.
 - 5) Natural Sciences.
 - 6) Business Development.
- c. No two members of the LDRAB shall represent the same occupation or business.

Table 17.C.1.C-1 LDRAB Expertise

Occupations	Organizations
1. Residential Builder	Gold Coast Builders
2. Municipal Representative	League of Cities
3. Engineer	Florida Engineering Society
4. Architect	American Institute of Architects
5. Environmentalist	Environmental Organization
6. Realtor	PBC Board of Realtors
7. Surveyor	Fla. Society of Professional Surveyors
8. Citizen Representative	Condominium/HOA Assoc.
9. Commercial Builder	Assoc. General Contractors of America
10. AICP Planner	PBC Planning Congress

3. Terms of Office

Members of the LDRAB shall hold office until the first Tuesday after the first Monday in February of the year their term expires.

D. Staff

The Zoning Director of PZB shall serve as the Secretary and the professional staff of the LDRAB.

E. Meetings

1. General

General meetings of the LDRAB shall be held as needed to dispense of matters properly before the LDRAB. Special meetings may be called by the Chair or in writing by a majority of the members of the LDRAB. Staff shall provide 24-hour written notice to each LDRAB member before a special meeting is convened.

2. Subcommittees

The LDRAB shall consider recommendations from the Zoning Director and determine by majority vote to create subcommittees with the expertise necessary to make recommendations on specific Code amendments. Subcommittee appointments shall be made at a regular LDRAB meeting. [Ord. 2009-040]

Section 2 Code Enforcement Special Master

A. Creation and Appointment

Code enforcement hearings pursuant to this Code shall be conducted by designated Special Master. Applications for Special Master positions shall be directed to County Administrator pursuant to a notice published in a newspaper of general circulation. The BCC shall select a pool of candidates from the applications filed with County Administrator on the basis of experience and qualifications. County