

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY**

**Meeting Date:** 06/19/12

**Department:**

**Submitted By:** Office of Financial Management & Budget

**Submitted For:** Impact Fee Review Committee

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve:

- A) The appointment of Robert Gottlieb to the following seat on the Impact Fee Review Committee for the three year term June 19, 2012 – June 18, 2015:

<u>Nominee</u>	<u>Seat No.</u>	<u>Requirement</u>	<u>Nominated By</u>
Robert Gottlieb	1	Municipal	Commissioner Vana Commissioner Abrams Commissioner Marcus Commissioner Burdick

- B) Appointment of Scott Worley to a regular seat on the Impact Fee Review Committee for the remainder of the unexpired three year term, June 19, 2012 – October 3, 2014:

<u>Nominee</u>	<u>Seat No.</u>	<u>Requirement</u>	<u>Nominated By</u>
Scott Worley	6	Business	Commissioner Marcus Commissioner Burdick

**Summary:** The Impact Fee Review Committee is composed of seven members and three alternate members appointed by the BCC. The membership of the committee includes three representatives from municipalities, three representatives from the business community, and one member selected at large. The alternate members include one representative from each of the categories above.

Robert Gottlieb's appointment would fill a vacancy on the Impact Fee Review Committee created by a member resignation in 2011.

Scott Worley is currently serving on the Impact Fee Review Committee as an alternate member. A regular seat vacancy was created with the recent resignation of Joe Pollock. This agenda item would allow Scott Worley to complete Joe Pollock's unexpired term on the Committee as a regular seat appointee. Countywide (LB)

**Background and Policy Issues:** Article 2 of the Unified Land Development Code provides for an Impact Fee Review Committee. Impact Fee Review Committee members must be qualified electors of Palm Beach County for two years prior to appointment.

Robert Gottlieb resigned from the Impact Fee Review Committee February 2011 for personal reasons. Mr. Gottlieb is now able to serve again and has been nominated by the League of Cities to fill the vacant municipal seat.

Scott Worley currently serves as an alternate member on the Impact Fee Review Committee. Alternate members attend Committee meetings but only count toward the quorum or vote on issues if a regular member of the same seat category is absent from the meeting. Approval of this agenda item would allow Scott Worley to serve as a regular member in the seat vacated by Joe Pollock's resignation.

**Diversity Breakdown:**

African American Male – 2 (33%)  
White American Female – 1 (17%)  
White American Male – 3 (50%)

**Attachments:**

- A. Advisory Board Information Forms, Resumes  
B. Article 2 of the ULDC

**Recommended by:**

Elizabeth Blasen  
Department Director

6/7/12  
Date

**Approved By:**

Paul F. [Signature]  
Assistant County Attorney

6/7/12  
Date

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

*The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form **MUST BE COMPLETED IN FULL**. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form.*

**Section I (Department):** (Please Print)

Board Name: Impact Fee Review Committee Advisory ☒ Not Advisory ☐

☐ At Large Appointment or ☐ District Appointment /District #:

Term of Appointment: 3 Years. From: 06/19/2012 To: 06/18/2015

Seat Requirement: Municipal Seat #: 1

☐ \*Reappointment or ☒ New Appointment

or ☐ to complete the term of \_\_\_\_\_ Due to: ☐ resignation ☐ other

Completion of term to expire on: \_\_\_\_\_

**\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: \_\_\_\_\_**

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Gottlieb Robert \_\_\_\_\_  
Last First Middle

Occupation/Affiliation: \_\_\_\_\_  
Owner ☐ Employee ☐ Officer ☐

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_

Residence Address: 3589 S. Ocean Blvd 127

City & State South Palm Beach, FL Zip Code: 33480

Home Phone: 5615825969 Business Phone: ( ) Ext. \_\_\_\_\_

Cell Phone: (609) 262-7900 Fax: ( )

Email Address: rgottlieb1@aol.com

Mailing Address Preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☒ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☐ NONE

All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Keep in mind this requirement is on-going.

☒ By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

☒ By watching the training program on the Web, DVD or VHS  
☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

☐ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Robert Gotlieb Printed Name: ROBERT GOTLIEB Date: APRIL 20, 2012

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BOC Meeting on:

Commissioner's Signature: Shelley Davis Date: June 19, 2012

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BOARD OF COUNTY COMMISSIONERS  
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Name: Gottlieb Robert \_\_\_\_\_  
Last First Middle  
Occupation/Affiliation: \_\_\_\_\_  
Owner ☐ Employee ☐ Officer ☐  
**Business Name:** \_\_\_\_\_  
**Business Address:** \_\_\_\_\_  
City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_  
**Residence Address:** 3589 S. Ocean Blvd 127  
City & State South Palm Beach, FL Zip Code: 33480  
Home Phone: 5615825969 Business Phone: ( ) Ext. \_\_\_\_\_  
Cell Phone: (646) 262-7900 Fax: ( )  
Email Address: rgottlieb1@aol.com  
Mailing Address Preference: ☐ Business ☒ Residence  
Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒  
If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

**Minority Identification Code:** ☒ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☐ NONE

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AND

☐ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Robert Gottlieb Printed Name: ROBERT GOTTLIEB Date: APRIL 20, 2012

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Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Steven L. Abrams Date: June 19, 2012  
5/22/12

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Last First Middle  
Occupation/Affiliation: \_\_\_\_\_  
Owner ☐ Employee ☐ Officer ☐  
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City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_  
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City & State South Palm Beach, FL Zip Code: 33480  
Home Phone: 5615825969 Business Phone: ( ) Ext. \_\_\_\_\_  
Cell Phone: (609) 262-7900 Fax: ( )  
Email Address: rgottlieb1@aol.com  
Mailing Address Preference: ☐ Business ☒ Residence  
Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒  
If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☒ Male ☐ Female  
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ethics - II Continued:

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_____	_____	_____	_____
_____	_____	_____	_____

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☐

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AND



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Printed Name: ROBERT GOTTLIEB

Date: APRIL 20, 2012

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Return this FORM to:

{Insert Liaison Name Here}, {Insert Department/Division Here}

{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

June 19, 2012

Commissioner's Signature: Cindy L DeFilippo for

Date: 5/22/12

Comm. Karen T. Maravos

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

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Seat Requirement: Municipal Seat #: 1

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or ☐ to complete the term of \_\_\_\_\_ Due to: ☐ resignation ☐ other

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Occupation/Affiliation: \_\_\_\_\_

Owner ☐ Employee ☐ Officer ☐

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_

Residence Address: 3589 S. Ocean Blvd 127

City & State South Palm Beach, FL Zip Code: 33480

Home Phone: 5615825969 Business Phone: ( ) Ext. \_\_\_\_\_

Cell Phone: (646) 262-7900 Fax: ( )

Email Address: rgottlieb1@aol.com

Mailing Address Preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☒ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian



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Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☐ NONE

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Return this FORM to:  
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{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

June 5, 2012

Commissioner's Signature: Paul H. Burdick

Date: 5-30-2012

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

## Willie Swoope

---

**From:** SEC OF [rgottlieb1@aol.com]  
**Sent:** Friday, April 13, 2012 1:50 PM  
**To:** Willie Swoope  
**Subject:** Re: Robert Gottlieb

Robert Gottlieb

3589 S Ocean Blvd 127  
South Palm Beach Fl 33480  
rgottlieb1@aol.com / 582-5969

Born March 12, 1940 / 72 years old

Counselor, Town of South Palm Beach  
Nominated and approved Board member Palm Beach County League of Cities  
( starting end of May) District 2/3 head.  
Graduated University of Miami BUSINESS

Former member of PBC Impact Fee Committee

Former board member South Florida Science Museum  
Former Board Member Am Lung Assoc board and advisory board  
Worked in family Yarn manufacturing business and partner in same

Sincerely  
Robert Gottlieb

-----Original Message-----

**From:** Willie Swoope <WSwoope@pbcgov.org>  
**To:** SEC OF <rgottlieb1@aol.com>  
**Sent:** Fri, Apr 13, 2012 1:33 pm  
**Subject:** RE: Robert Gottlieb

Hello Robert. Please email a resume at your earliest convenience. Yes, I'm required to take your nominations to the BCC. In additions, there is ethics training that you must complete. I will send you the instructions in a separate email or mailing.

Please call if you have questions.

---

**From:** SEC OF [mailto:rgottlieb1@aol.com]  
**Sent:** Wednesday, April 11, 2012 7:06 PM  
**To:** Willie Swoope  
**Subject:** Robert Gottlieb

Good Morning :

Hope all well ,

PBCLoFC has nominated me for possible membership in your

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~~10/04/2011~~

Seat Requirement: Business Seat #: 6

☒ \*Reappointment or ☐ New Appointment

or ☒ to complete the term of Joe Pollock Due to: ☒ resignation ☐ other

Completion of term to expire on: 10/3/2014

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**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Worley Scott  
Last First Middle

Occupation/Affiliation: General Contractor  
Owner ☒ Employee ☐ Officer ☐

Business Name: Cynosura Consulting, LLC

Business Address: 1732 S. Congress Ave., Ste 335

City & State Palm Springs, FL Zip Code: 33461

Residence Address: 171 El Pueblo Way

City & State Palm Beach, FL Zip Code: 33480

Home Phone: (561)842-0874 Business Phone: (561)967-3739 Ext. \_\_\_\_\_

Cell Phone: (561)248-4231 Fax: (561)641-3685

Email Address: \_\_\_\_\_

Mailing Address Preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☒ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

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- ☒ By watching the training program on the Web, DVD or VHS  
☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: [Signature] Printed Name: Scott Woelky Date: 5/7/12

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

Return this FORM to:  
 {Insert Liaison Name Here}, {Insert Department/Division Here}  
 {Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: June 19, 2012

Commissioner's Signature: [Signature] Date: 5/22/12  
Comm. Karen F. Marcus

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

*The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form **MUST BE COMPLETED IN FULL**. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form.*

**Section I (Department):** (Please Print)

Board Name: Impact Fee Review Committee Advisory ☒ Not Advisory ☐

☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: 10/04/2011 To: 10/3/2014

Seat Requirement: Business Seat #: 6

☒ \*Reappointment or ☐ New Appointment

or ☒ to complete the term of Joe Pollock Due to: ☒ resignation ☐ other

Completion of term to expire on: 10/3/2014

**\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: \_\_\_\_\_**

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Worley Scott  
Last First Middle

Occupation/Affiliation: General Contractor

Owner ☒ Employee ☐ Officer ☐

Business Name: Cynosura Consulting, LLC

Business Address: 1732 S. Congress Ave., Ste 335

City & State: Palm Springs, FL Zip Code: 33461

Residence Address: 171 El Pueblo Way

City & State: Palm Beach, FL Zip Code: 33480

Home Phone: (561)842-0874 Business Phone: (561)967-3739 Ext. \_\_\_\_\_

Cell Phone: (561)248-4231 Fax: (561)641-3685

Email Address: \_\_\_\_\_

Mailing Address Preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No ☒

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☒ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☒ NONE

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☒ By watching the training program on the Web, DVD or VHS  
☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Scott Worley Printed Name: SCOTT WORLEY Date: 5/7/2012

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

Return this FORM to:  
 {Insert Liaison Name Here}, {Insert Department/Division Here}  
 {Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Paula B. Burdick Date: 5-30-2012

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

**Scott Worley  
171 El Pueblo Way  
Palm Beach, FL 33480**

Scott Worley start his building career in the mid 1980 in New York City as Vice President of Timko Contracting where he was involved with the construction of over 6,000 high rise apartments and more than 1 million square footage of commercial space. Mr. Worley was also the President of Franconia Development Corporation, a real estate developer of commercial and residential properties in New Hampshire.

Upon first moving to Palm Beach County in 1992, Scott worked for the South Florida regional residential home builder Levitt Homes as a Vice President where he was involved in the development, construction and sale of several thousand homes in multiple residential communities.

In the late 1990's Scott became partner with David Ettinger in ownership of Northstar Homes where he acted as Chief Operating Officer and General Contractor. Northstar Homes was a residential community homebuilder that constructed over 2,500 homes in a dozen communities in Palm Beach County. Communities developed during the time period that Scott Worley was Chief Operating Officer include Avalon Estates, Cascade Lakes, Tuscan Village, Gramercy Square and Cobblestone Creek.

Scott Worley has been an active member of Gold Coast Builder Association especially in the area of Governmental Affairs where he has been devoted to promoting the housing industry in Palm Beach County. He was the President of Gold Coast Builders Association in 2008, was named Builder of the Year in 2005 and inducted into the Hall of Fame in 2010.

Scott Worley has been appointed by the Palm Beach County Commissioners to the Palm Beach County Building Code Advisory Board where he has served as the Chairperson of the Board.

Scott Worley has also been appointed by the Palm Beach County Commissioners to the Palm Beach County – Land Development Regulations Advisory Board.

Mr. Worley graduated from Lehigh University in Bethlehem Pennsylvania and has a CPA license (inactive) in Pennsylvania. He started his career working for the CPA firm Arthur Young in New York City. He has been happily married for the past 25 years to his wife Christina and together they have three sons in Michael, Robert and Derek.

Scott Worley is still actively building homes in Palm Beach County currently under the name of Vintage Homes at the Lakes, LLC. He maintains a Florida general contracting license CGC1504252 and a Florida Real Estate Salesperson license.

The IFAB shall be composed of five members. There shall be one traffic engineer, one accountant, one attorney, one representative of the general public, and one developer/builder on the IFAB. No member of the Impact Fee Review Committee may serve on the IFAB.

**b. Appointment**

The members of the IFAB shall be approved at large by a majority vote of the BCC.

**c. Terms of Office**

All IFAB members shall serve a term of three years.

**4. Secretary and Staff**

The Impact Fee Coordinator shall serve as Secretary of the IFAB. The staff of PZB shall be the professional staff of the IFAB. County Attorney shall attend meetings to serve as counsel to the IFAB. The Impact Fee Coordinator shall represent PBC by presenting PBC's position to the IFAB.

**5. Meetings**

**a. General**

General meetings of the IFAB will be called as necessary to carry out business, but no more frequently than once a month. Special meetings may be called by the Chair of the IFAB, or in writing by a majority of appointed members of the Board. Staff shall provide 24-hour written notice to each IFAB member for a special meeting.

**J. Impact Fee Review Committee**

**1. Establishment**

There is hereby created an Impact Fee Review Committee (IFRC).

**2. Powers and Duties**

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

- a. submit a Report to the BCC whenever PBC conducts a full review or update of the impact fee system relating to:
  - 1) the implementation of Article 13, IMPACT FEES;
  - 2) actual levels of service for the impact fees exacted in Article 13, IMPACT FEES;
  - 3) the collection, encumbrance, and expenditure of all impact fees collected pursuant to Article 13, IMPACT FEES;
  - 4) the validity and assumptions in the technical memoranda used to support the impact fee schedules in Article 13, IMPACT FEES; and
  - 5) any recommended amendment to Article 13, IMPACT FEES.
- b. review amendments to Article 13, IMPACT FEES prior to their consideration by the BCC.
- c. perform such other duties as the BCC deems appropriate.

**3. Board Membership**

**a. Qualifications**

The IFRC shall be composed of seven members and three alternate members appointed by the BCC. The membership of the IFRC shall include three representatives from municipalities within PBC, three representatives from the business community, and one member selected at large. The voting membership of the IFRC shall include three representatives from municipalities within PBC three representatives from the business community, and one member selected at large. The alternate members shall include one representative from each of the three categories above. An alternate member shall be authorized to vote in place of an absent voting member appointed from the same category and shall count toward a quorum.

**4. Officers**

**a. Secretary**

The Impact Fee Coordinator shall serve as Secretary of the IFRC.

**5. Meetings**

**a. General or Special Meetings**

General meetings of the IFRC shall be held as needed consistent with its powers and duties. Special meetings may be called by the Chair of the IFRC, or in writing by a majority of appointed members of the IFRC. 24-hour written notice shall be given to each IFRC member for a special meeting.

**K. Planning Commission**

**1. Establishment**

There is hereby established a Planning Commission (PLC). [Ord. 2008-003]

**2. Powers and Duties**

The PLC shall have the following powers and duties under the provisions of this Code: [Ord. 2008-003]

- a. to serve as the Local Planning Agency (LPA) per F.S. § 163.3174, and to provide recommendations on the preparation of the Plan, or any element or portion thereof, and any text