

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: August 14, 2012

Department: County Administration

Advisory Board: Boca Raton Airport Authority – Aviation Advisory Committee

I. EXECUTIVE BRIEF

Motion/Title: Staff recommends motion to approve: reappointment of the following individual to the Boca Raton Airport Authority – Aviation Advisory Committee (Advisory Committee) for the term August 14, 2012, to May 31, 2014:

<u>Nominee</u>	<u>Seat No.</u>	<u>Seat Requirement</u>	<u>Nominated by:</u>
Sheri Scarborough	N/A	Palm Beach County Resident (Unincorporated Boca Raton)	Comm. Aaronson

Summary: The Advisory Committee (Boca Raton Airport Authority Resolution 12-67-10) is comprised of nine (9) members. The City of Boca Raton, the City of Delray Beach, the Town of Highland Beach, the City of Deerfield Beach and Palm Beach County shall each appoint one (1) member. In the case of the County, the individual must reside within unincorporated Palm Beach County. The Boca Raton Airport Authority appoints four (4) members with each member residing in established quadrants of the Airport. While the Airport resides in District 4, it has an impact on District 5, and historically nominations have come from District 4 and/or District 5. In January 2011, Ms. Sherri Scarborough was nominated and approved for appointment to the Advisory Committee. The Authority has requested the reappointment of Ms. Scarborough, and she has expressed a desire to continue to serve. Staff notified the District 4 and 5 Commissioners on July 26, 2012. District 4 (AH)

Background and Justification: The Advisory Committee provides input to the Boca Ration Airport Authority on noise and noise mitigation as they affect the Advisory Committee members' respective municipalities, county lands and neighborhoods. Of the nine (9) seats, eight (8) are Caucasian males, and one (1) is a Caucasian female.

Attachments:

1. Board Application
2. Résumé of Sheri Scarborough
3. Current List of Committee Members
4. Memo to District 4 and 5 Commissioners
5. Letter from Authority requesting reappointment

Recommended by: Patty Hrdle 7/31/12
Agenda Coordinator Date

Legal Sufficiency: Anne Helgenst 7/31/12
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

**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: Boca Raton Airport Authority's Aviation Advisory Committee Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
 Term of Appointment: _____ Years. From: TBD To: May 31, 2014
 Seat Requirement: Palm Beach County Resident Seat #: N/A
 *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: SCARBOROUGH Sheri Ann
Last First Middle
 Occupation/Affiliation: Property Management
 Owner Employee Officer
 Business Name: SCARBOROUGH ASSOCIATED MANAGEMENT
 Business Address: 10619 Maple Creek Dr
 City & State: Boca Raton FL Zip Code: 33498
 Residence Address: Same
 City & State: _____ Zip Code: _____
 Home Phone: 904 481-8231 Business Phone: 904 235-5267 ext.
 Cell Phone: () Fax: ()
 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* *per email from SS*

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: *Shirley A. Stubbins* Printed Name: Shirley A. Stubbins Date: 9/23/12

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 or contact us via email at 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: 8-14-12

Commissioner's Signature: *Paul Jones* Date: 9-26-12

SHERI A. SCARBOROUGH

10619 Maple Chase Drive • Boca Raton, Florida 33498 • 561-719-7036

EMPLOYMENT

BUSINESS DEVELOPMENT 2010-Present
Campbell Property Management Deerfield Beach, Florida

Responsible for new business development. Organized and conducted trade shows, seminars, community events, and office tours. Assisted President, Regional Directors, and Managers with client retention.

VICE PRESIDENT OF BUSINESS DEVELOPMENT 2007-2009
Prime Management Boca Raton, Florida

Responsible for new business development. Organized and conducted trade shows, seminars, community events, and office tours. Assisted President, Regional Directors, and Managers with client retention.

OWNER/PRESIDENT 1992-2007
P.A.C. Management Boca Raton, Florida

Managed the daily operations of community associations. Responsibilities included supervision of employees and vendors, preparing bid specifications, preparation of community newsletters, bookkeeping, conducting monthly board of directors meetings, and annual meetings of the members.

EDUCATION

OFFICE ADMINISTRATION 1978-1980
Kent State University Kent, Ohio

DIPLOMA 1974-1978
Boardman High School Youngstown, Ohio

AFFILIATIONS

- West Boca Community Council, President
- South County Partnership, Director
- Palm Beach County Zoning Commission, Commissioner
- Palm Beach County State Attorney's Community Advisory Board, member
- Greater Boca Raton Chamber of Commerce, member

**Boca Raton Airport Authority
Aviation Advisory Committee (AAC)
Current Terms**

City and Municipality Terms

Benjamin V. McCaul City of Boca Raton	June 1, 2012 – May 31, 2013
Barry Gauch Delray Beach	June 1, 2012 – May 31, 2013
Paul Resnick Town of Highland Beach	June 1, 2012 – May 31, 2013
VACANT City of Deerfield Beach	June 1, 2012 – May 31, 2013
Sheri Scarborough Palm Beach County	June 1, 2012 – May 31, 2013

Quadrant Terms

Melvin Pollack Quadrant A	June 1, 2012 – May 31, 2013
Frank Dziejewit Quadrant B	June 1, 2012 – May 31, 2013
Kenneth Henratty Quadrant C	June 1, 2012 – May 31, 2013
Marvin Diamond Quadrant D	June 1, 2012 – May 31, 2013



County Administration

P.O. Box 1989

West Palm Beach, FL 33402-1989

(561) 355-2030

FAX: (561) 355-3982

www.pbcgov.com

**Palm Beach County
Board of County
Commissioners**

Shelley Vana, Chair

Steven L. Abrams, Vice Chairman

Karen T. Marcus

Faulette Burdick

Burt Aaronson

Jess R. Santamaria

Priscilla A. Taylor

County Administrator

Robert Weisman

**PALM BEACH COUNTY
COUNTY ADMINISTRATION**

DATE: July 26, 2012

TO: Commissioner Steven L. Abrams, District 4
Commissioner Burt Aaronson, District 5

FROM: Patty Hindle, Agenda Coordinator
County Administration *Patty*

**RE: BOCA RATON AIRPORT AUTHORITY'S AVIATION
ADVISORY COMMITTEE**

On June 29, 2012, the Boca Raton Airport Authority notified staff that the current representative on the Authority's Aviation Advisory Committee, Sheri Scarborough's term expired May 31, 2012. The Authority requested reappointment of Ms. Scarborough for another two year term.

As you know, the Airport resides in District 4, but historically nominations have come from District 4 and/or District 5. In January 2011, Commissioner Aaronson nominated Ms. Scarborough, and along with Commissioner Abrams approval, appointed Ms. Scarborough.

If you wish to support the reappointment of Ms. Scarborough, please complete Section III of the enclosed Application. If you wish to have another candidate considered for appointment, please provide the candidate's contact information.

Staff would like to bring this appointment forward for Board consideration at its August 14, 2012 meeting. In order to meet the Agenda deadline, please return the completed Application(s) to me no later than August 2, 2012. If you have any questions, please contact me at 355-3229.

Attachment # 4



Boca Raton Airport Authority

3701 FAU Blvd., Suite #205, Boca Raton, Florida 33431

Phone: (561) 391-2202, Fax: (561) 391-2238

Website: www.bocairport.com

JUL 23 2012

June 29, 2012

Robert Weisman
County Administrator
Palm Beach County Administration
301 North Olive Avenue
West Palm Beach, FL 33401

Re: Appointment of Boca Raton Aviation Advisory Committee Representative

Dear Mr. Weisman:

The two-year term of Ms. Sheri Scarborough expired on May 31, 2012, as the Boca Raton Airport Authority – Aviation Advisory Committee Representative. Ms. Scarborough has been a great asset to the committee and provided valuable help and support throughout her term.

The Boca Raton Airport Authority asks that you appoint or re-appoint a member before August 1, 2012 to ensure that Palm Beach County is represented at the August 28, 2012 Aviation Advisory Committee (AAC) meeting. The appointed term is from June 1, 2012 - May 31, 2014.

The Aviation Advisory Committee meets quarterly and would appreciate the continued representation of the Palm Beach County Administration to ensure that the Committee is comprised of our neighboring communities to effectively assist the Airport Authority with future noise abatement projects and noise concerns at the airport.

Once again, thank you for your representation to the Aviation Advisory Committee.

Sincerely,


Ken A. Day
Airport Manager

Cc: Commissioner Burt Aaronson

Attachment #

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