

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

Meeting Date: July 2, 2013
Department: Westgate/Belvedere Homes Community Redevelopment Agency
Advisory Board: Westgate/Belvedere Homes Community Redevelopment Agency

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the re-appointment of the following individuals to the Westgate/Belvedere Homes CRA Board for the term July 2, 2013 through May 31, 2017.

<u>Name</u>	<u>Seat No.</u>	<u>Nominated by</u>
Christopher Fleming	1	Commissioner Priscilla A. Taylor Commissioner Hal R. Valeche Commissioner Paulette Burdick
Joseph H. Kirby	2	Commissioner Priscilla A. Taylor Commissioner Hal R. Valeche Commissioner Paulette Burdick
Cecilia St. Hilaire	3	Commissioner Priscilla A. Taylor Commissioner Hal R. Valeche Commissioner Paulette Burdick
Joanne Rufty	7	Commissioner Priscilla A. Taylor Commissioner Hal R. Valeche Commissioner Paulette Burdick

Summary: The Westgate/Belvedere Homes Community Redevelopment Agency (Westgate CRA) Board consists of seven (7) At-Large members from the general public and local businesses within the CRA boundaries. Ordinance No. 89-6 requires that the Palm Beach County Board of County Commissioners (BCC) appoint the Westgate CRA Board Members. After duly advertising, the Westgate CRA held its Annual Meeting on May 13, 2013 to re-appoint candidates to fill seats 1, 2, 3 and 7. Christopher Fleming, a business owner, has expressed a willingness to remain on the CRA Board in Seat 1. Joseph H. Kirby, a business owner, has expressed a willingness to remain on the CRA Board in Seat 2. Cecilia St. Hilaire, a business owner has expressed a willingness to remain on the CRA Board in Seat 3. Joanne Rufty, a resident, has expressed a willingness to remain on the CRA Board in Seat 7. The Commissioners were notified of the vacancies by the Westgate CRA on May 31, 2013. District 7 (RB)

Background and Justification: Westgate CRA was created by the Board of County Commissioners pursuant to Ordinance No. 89-6, adopted in May, 1989 and amended by Ordinance No. 91-50, adopted in March, 1991. The Westgate CRA By-laws provide for board members and the public to nominate prospective candidates for the Westgate Belvedere Homes CRA Board and to forward the nominations to the Palm Beach County Board of County Commissioners for appointment. The Westgate/Belvedere Homes CRA Board consists of seven (7) members seats, with a diversity count of Male: 3; Female: 4; and White: 5 and Black: 1.

Attachments:

1. Memo
2. Advisory Board Nominee Information Form with COE and State Guide to the Sunshine Amendment & COE signed receipt forms
3. Bio/Resume for Christopher Fleming, Joseph H. Kirby, Cecilia St. Hilaire, Joanne Rufty
4. Ordinance No.89-6, amended by Ordinance No.91-50 (membership excerpt)
5. Current Advisory Board Members List

Recommended by: Elisée Michel 6/10/13
 Department Director Date

Legal Sufficiency: [Signature] 6/11/13
 Assistant County Attorney Date



Westgate CRA

MEMORANDUM

TO: Honorable Steven L. Abrams, Mayor and Members of the Board of County Commissioners

THRU: Shannon R. LaRocque-Baas, P.E., Assistant County Administrator

FROM: Elizée Michel, Executive Director, Westgate/Belvedere Homes Community Redevelopment Agency *Em*

DATE: June 3, 2013

RE: Westgate/Belvedere Homes Community Redevelopment Agency (Westgate CRA) Advisory Board Appointments

The Westgate CRA Board is composed of seven (7) At-Large members of individuals who reside, own property, or do business within the Westgate CRA boundaries. The members are appointed by the Palm Beach County Board of County Commissioners based on recommendations made by the Westgate CRA Board and residents according to Ordinance No. 89-6. On May 13, 2013, at the Westgate CRA annual meeting, Mr. Christopher Fleming, Mr. Joseph H. Kirby, III, Ms. Cecilia St. Hiliaire and Ms. Joanne Ruffy were nominated by the Westgate CRA Board members and residents to be recommended to the Board of County Commissioners for re-appointment to the CRA Board.

Seat 1, 2, 3 and 7 expired on May 31, 2013. Mr. Christopher Fleming held Seat No. 1 and has expressed a desire to serve another four (4) year term. Mr. Joseph H. Kirby, III held seat No. 2 and has expressed a desire to serve another four (4) year term. Ms. Cecilia St. Hiliaire held Seat No. 3 and has expressed a desire to serve another four (4) year term. Ms. Joanne Ruffy held Seat No. 7 and has expressed a desire to serve another four (4) year term.

Attached for your consideration are the board nomination forms for Mr. Fleming, Mr. Kirby, Ms. St. Hiliaire and Ms. Ruffy. Please sign the forms and call Sharon Sheppard for pick-up at (561) 640-8181 by June 10th. If you should have any questions please do not hesitate to contact our office.

Attachments: Board Nomination Forms
Bio/Resume for Mr. Fleming, Mr. Kirby, Ms. St. Hiliaire, Ms. Ruffy

**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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A 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: Fleming Christopher F.
Last First Middle

Occupation/Affiliation: Commercial Real Estate Broker
Owner Employee Officer

Business Name: Strategic Realty Services, Inc.

Business Address: 901 Northpoint Parkway, Suite 200

City & State: West Palm Beach, Florida Zip Code: 33407

Residence Address: _____

City & State: _____ Zip Code: _____

Home Phone: () Business Phone: (561) 471-5353 Ext. 103

Cell Phone: (561) 707-5120 Fax: (561)

Email Address: cfleming@strategicrealty.com

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

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

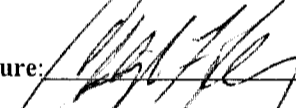
All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. 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:  Printed Name: Christopher F. Fleming Date: 6/3/13

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:
 Sharon Sheppard
 Westgate/Belvedere Homes Community Redevelopment Agency
 1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013

Commissioner's Signature:  Date: 6/10/13

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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A 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: Fleming Christopher F.
Last First Middle

Occupation/Affiliation: Commercial Real Estate Broker
Owner Employee Officer

Business Name: Strategic Realty Services, Inc.

Business Address: 901 Northpoint Parkway, Suite 200

City & State West Palm Beach, Florida Zip Code: 33407

Residence Address: _____

City & State _____ Zip Code: _____

Home Phone: () Business Phone: (561) 471-5353 Ext. 103

Cell Phone: (561) 707-5120 Fax: (561)

Email Address: cfleming@strategicrealty.com

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

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

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: [Signature] Printed Name: Christopher F. Fleming Date: 6/9/13

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:
Sharon Sheppard
Westgate/Belvedere Homes Community Redevelopment Agency
1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013

Commissioner's Signature: [Signature] Date: 6/10/13

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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A 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: Fleming Christopher F.
Last First Middle

Occupation/Affiliation: Commercial Real Estate Broker

Owner Employee Officer

Business Name: Strategic Realty Services, Inc.

Business Address: 901 Northpoint Parkway, Suite 200

City & State: West Palm Beach, Florida Zip Code: 33407

Residence Address: _____

City & State: _____ Zip Code: _____

Home Phone: () _____ Business Phone: (561) 471-5353 Ext. 103

Cell Phone: (561) 707-5120 Fax: (561) _____

Email Address: cfleming@strategicrealty.com

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

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

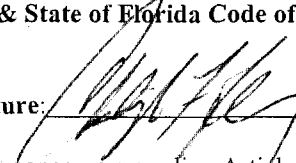
All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. 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:  Printed Name: Christopher F. Fleming Date: 6/3/13

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:
Sharon Sheppard
Westgate/Belvedere Homes Community Redevelopment Agency
1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013

Commissioner's Signature:  Date: 6-5-2013

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

Revised 08/01/2011

CHRISTOPHER F. FLEMING

Since 1985, Mr. Fleming has been engaged in the leasing, managing, brokerage, land assemblage and development of commercial property in the State of Florida.

Mr. Fleming uses a comprehensive approach that is informed by his constant monitoring of market trends and conditions; pertinent planning and zoning issues; and local, regional, and national governmental issues affecting the commercial real estate industry. His longevity in the Florida Commercial Real Estate Market is a result of this thoughtful and diligent approach to commercial real estate brokerage.

In 1985, Mr. Fleming founded St. James Real Estate Company and was involved in the leasing and brokerage of commercial properties throughout Palm Beach County. In 1986 he founded and co-owned Dajon Property Advisors, Inc., which was involved in consulting and managing large tracts of real estate, including golf course developments, for various institutional owners throughout Florida.

Mr. Fleming is an active member of his community. He has been appointed to the City of Lake Worth Community Redevelopment Agency for four straight terms and served as Chairman during his last two terms until his term expired in July 2004. Mr. Fleming is also a founding board member and currently serves as chairman of Turtle Nest Village, a charitable organization serving youths 18-21 year old coming out of foster care.

Mr. Fleming has been licensed and active in Florida commercial real estate since 1985. In 1993, 1994, 1995 and 2001, Mr. Fleming was awarded the Top Listing Agent for Reichel Realty & Investments, Inc.; he was Agent of the Year in 1997 and 2002; and he was Top Sales Agent in 1998 and 1999.

Mr. Fleming resides in Lake Worth, Florida with his son Christopher Tyler.

**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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
Term of Appointment: 4 Years. From: TBD To: 5/31/17
Seat Requirement: N/A Seat #: 2
 *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: Kirby Joseph H
Last First Middle

Occupation/Affiliation: _____
Owner Employee Officer

Business Name: Meredith Realty, Inc.

Business Address: 1649 Forum Place, Suite 11

City & State West Palm Beach, Florida Zip Code: 33401

Residence Address: 334 Edwards Lane

City & State Palm Beach Shores, Florida Zip Code: 33404

Home Phone: (561) 602-4139 Business Phone: (561) 689-8989 Ext. _____

Cell Phone: (561) 602-4139 Fax: (561) 689-9102

Email Address: joekirbyfla@gmail.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>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
_____	_____	_____	_____
_____	_____	_____	_____

(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: Joseph H. Kirby Printed Name: Joseph H. Kirby Date: 6/3/13

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:
Sharon Sheppard
Westgate/Belvedere Homes Community Redevelopment Agency
1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013

Commissioner's Signature: Paulette Burdick Date: 6-5-2013

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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A Seat #: 2

*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: Kirby Joseph H
Last First Middle

Occupation/Affiliation: _____
Owner Employee Officer

Business Name: Meredith Realty, Inc.

Business Address: 1649 Forum Place, Suite 11

City & State West Palm Beach, Florida Zip Code: 33401

Residence Address: 334 Edwards Lane

City & State Palm Beach Shores, Florida Zip Code: 33404

Home Phone: (561) 602-4139 Business Phone: (561) 689-8989 Ext. _____

Cell Phone: (561) 602-4139 Fax: (561) 689-9102

Email Address: joekirbyfla@gmail.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>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
_____	_____	_____	_____
_____	_____	_____	_____

(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: Joseph H. Kirby III Printed Name: Joseph H. Kirby III Date: 6/3/13

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:

Sharon Sheppard
 Westgate/Belvedere Homes Community Redevelopment Agency
 1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013

Commissioner's Signature: Haun Vallecho Date: 6/10/13

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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A Seat #: 2

*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: Kirby Joseph H
Last First Middle

Occupation/Affiliation: _____

Owner Employee Officer

Business Name: Meredith Realty, Inc.

Business Address: 1649 Forum Place, Suite 11

City & State West Palm Beach, Florida Zip Code: 33401

Residence Address: 334 Edwards Lane

City & State Palm Beach Shores, Florida Zip Code: 33404

Home Phone: (561) 602-4139 Business Phone: (561) 689-8989 Ext. _____

Cell Phone: (561) 602-4139 Fax: (561) 689-9102

Email Address: joekirbyfla@gmail.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>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
_____	_____	_____	_____
_____	_____	_____	_____

(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: Joseph H. Kirby Printed Name: Joseph H. Kirby Date: 6/3/13

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:
 Sharon Sheppard
 Westgate/Belvedere Homes Community Redevelopment Agency
 1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013

Commissioner's Signature: [Signature] Date: 6/10/13

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

Revised 08/01/2011

Mr. Joseph H. Kirby
1649 Forum Place
West Palm Beach, Florida 33401

I have served in the past as a Westgate CRA Board member beginning in 2002. Through the years, I have been involved in the development of numerous residential subdivisions in excess of 100 units, shopping centers, office buildings, warehouses, and hotels. I believe my expertise in commercial real estate, development, acquisition, financing, management, and brokerage can continue to be invaluable to the CRA's redevelopment efforts.

I am the current President of Meredith Realty, Inc., Spencer Square Holdings, Inc., Forum Shoppes, Inc., and SJM III, Inc., and Trustee of Lake Avenue Land Trust. Other civic involvements include serving as past Chairman and Vice Chairman of the Board of the West Palm Beach Branch of the YMCA.

**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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A Seat #: 6

*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: St. Hilaire Cecilia A.
Last First Middle

Occupation/Affiliation: Finance Development, Marketing

Owner Employee Officer

Business Name: Opportunity, Inc.

Business Address: 1713 Quail Drive

City & State: West Palm Beach, Florida Zip Code: 33409

Residence Address: 1800 Primrose Lane

City & State: Wellington, Florida Zip Code: 33414

Home Phone: (561) 693-4345 Business Phone: (561) 712-9221 Ext. _____

Cell Phone: (561) 793-8267 Fax: (561) 712-9224

Email Address: csthilaire@opportunitypbc.org

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

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: Cecilia Sitton Printed Name: CECILIA SITTON Date: 6/3/13

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:
Sharon Sheppard
Westgate/Belvedere Homes Community Redevelopment Agency
1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013

Commissioner's Signature: Paulette Burdick Date: 6-5-2013

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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A Seat #: 6

*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: St. Hilaire Cecilia A.
Last First Middle

Occupation/Affiliation: Finance Development, Marketing
Owner Employee Officer

Business Name: Opportunity, Inc.

Business Address: 1713 Quail Drive

City & State West Palm Beach, Florida Zip Code: 33409

Residence Address: 1800 Primrose Lane

City & State Wellington, Florida Zip Code: 33414

Home Phone: (561) 693-4345 Business Phone: (561) 712-9221 Ext. _____

Cell Phone: (561) 793-8267 Fax: (561) 712-9224

Email Address: csthilaire@opportunitypbc.org

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

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: Cecilia Sittler Printed Name: CECILIA SITTLER Date: 6/3/13

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:
Sharon Sheppard
Westgate/Belvedere Homes Community Redevelopment Agency
1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013
Commissioner's Signature: Sharon Sheppard Date: 6/10/13

**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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A Seat #: 6

*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: St. Hilaire Cecilia A.
Last First Middle

Occupation/Affiliation: Finance Development, Marketing
Owner Employee Officer

Business Name: Opportunity, Inc.

Business Address: 1713 Quail Drive

City & State West Palm Beach, Florida Zip Code: 33409

Residence Address: 1800 Primrose Lane

City & State Wellington, Florida Zip Code: 33414

Home Phone: (561) 693-4345 Business Phone: (561) 712-9221 Ext. _____

Cell Phone: (561) 793-8267 Fax: (561) 712-9224

Email Address: csthilaire@opportunitypbc.org

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

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: Cecilia Sheppard Printed Name: CECILIA SHEPPARD Date: 6/3/13

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:
 Sharon Sheppard
 Westgate/Belvedere Homes Community Redevelopment Agency
 1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013

Commissioner's Signature: Risauer Jag Date: 6/10/13

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

Revised 08/01/2011

CECILIA ST.HILAIRE

1800 Primrose Lane, Wellington, FL 33414
Email: csthilaire@bellsouth.net

Tel: 386-793-8267

PROFILE

International Marketing & Development Specialist with over 20 years management and development experience. Dynamic, energetic detailed/goal oriented. Proficient in most computer applications.

OBJECTIVE

To pursue a career in a non-profit growth environment that can utilize the extensive training and experience acquired in Development, Finance, Operations, Marketing, Sales, Management and Business Planning.

EDUCATION

IONA COLLEGE, NEW ROCHELLE, NY
BBA Degree - Business Management

June 1989

BRONX COMMUNITY COLLEGE, BRONX, NY
A.S. Degree - Marketing Management and Sales

June 1986

WORK EXPERIENCE

Opportunity, Inc.
Finance & Development Director/Act. Executive Director

Jan'03 - Present

- Responsible for all developmental activities to include donor cultivation
- Responsible for developing and coordinating a Planned Giving Program
- Responsible for coordinating and implementing all fund raising activities, solicitation drives
- Grant Writing and project development
- Responsible for publishing 4 quarterly newsletters
- Responsible for the overall management of the center with direct reporting to the board of directors
- Responsible for day to day accounting of all financial activities for non profit
- Responsible for reporting monthly to Board of Directors on financial performance of the company
- Responsible for all collections, payables and receivables
- Responsible for all operational issues involving the building and it's maintenance needs
- Coordinate and implement strategic planning sessions with Board of Directors
- Management of the donor data base

- Management of Live and Silent Auction fundraisers

Visions & Concepts

Jan'04

- Present

Director of Marketing

- Event Management, Marketing and Public Relations promotions to meet the advertising, fund raising and marketing needs of client companies
- Provide training in market access, business planning and trade promotion
- Coordinate trade promotion and marketing services for clients
- Pursue destination and trade leads in support of Caribbean based Tourism and Manufacturing concerns.
- Coordinate Cruise related negotiations in support of Caribbean based private sector initiatives.
- Provide marketing/trade and logistical support for clients wishing to export to the US market
- Market Research & Buyer promotions in support of events taking place internationally
- Represent and lead delegations to conferences, coordinate trade missions and host trade missions
- Financial analysis and strategic management planning for the Board of Directors for client companies
- Project writing/submission, Project Management
- Conduct team building workshops
- Coordinate and implement branding strategies for client companies
- Development of promotional and other support material for client companies.
- Coordinate visitor arrivals/accommodation/tours for a small group of private guest houses and tour companies based in The Caribbean.

Organization of Eastern Caribbean States, Export Development Unit

April'92 - Jan'04

Marketing Specialist/Senior International Business Development Officer

- Provided management advisory services and technical assistance to a portfolio of private sector companies in the Eastern Caribbean. Formulated project proposals/disbursements/supervision
- Developed and managed USAID and European Union project funding in excess of \$5M
- Responsible for all branding/packaging/marketing support material for over 200 Caribbean based companies.
- Assisted exporters with all aspects of export marketing activities, business planning and business advisory services.
- Assisted companies in formulating marketing plans, market research, advertising and promotional strategies, preparing terms of reference for consultants, conducting in-company benchmark audits, working with

and evaluating the work of consultants, project writing.

- Coordinated and implemented international trade/marketing promotion activities for a portfolio of over two hundred companies
- Conducted seminars/workshops/training on export related and revenue generation subjects.
- Planning, implementing, coordination and evaluating trade fairs, meetings, workshops and trade missions.
- Worked closely with Government and Tourism Officials in formulating Trade/Tourism Policy.
- HACCP/ISO Certified auditor. Conducted in plant audits and training.

Visions and Concepts (Caribbean)

March'00 - Jan'04

Director Marketing & Public Relations (Part Time)

- Managed and Supervised Sales and Marketing Team
- Developed sales proposal for all prospective clients
- Supervised Customer Service & Sales Department
- Developed advertising campaign for client base
- Coordinated and implemented events for client base
- Supervised technical graphics/branding support submissions to client
- Manage & Coordinate product launch & market entry strategy for clients wishing to enter new markets.

ANTHONY SICARI, INC

1988-1991

Marketing Director/Merchandise Manager

- Developed and maintained entire marketing/advertising approach for both wholesale and retail division.
- Implemented floor plans for retail division.
- Cultivated strategies and budgets to effectively manage the various departments.
- Purchasing and merchandising
- Quality Control
- Managed Customer Service Department

M.E. STEWART, Inc. New York, NY

1986-1988

Regional Sales Manager/Showroom Sales

- Sales Manager - East Coast operation.
- Developed line merchandising and private label business with major high end stores and buying offices.
- Developed and implemented marketing strategies
- Purchasing

ACCESSOCRAFT PRODUCTS, New York, NY

1980-1986

Assistant Sales Manager/Showroom Sales

- Merchandising of fashion accessories and jewelry to retail distribution

outlets.

- Customer service, sales/marketing analysis, designs, order processing, line merchandising.
- Program Formulations.
- Account Manager - High End Retail chain stores

**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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A Seat #: 7

*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: Rufty Joanne M.
Last First Middle

Occupation/Affiliation: _____

Owner Employee Officer

Business Name: Executive Assistant / Resident

Business Address: Palm Beach County Property Appraiser's Office, 301 North Olive Avenue

City & State West Palm Beach, Florida Zip Code: 33401

Residence Address: 2025 Kenwood Road

City & State West Palm Beach, Florida Zip Code: 33409

Home Phone: (561) 471-9365 Business Phone: (561) 355-2860 Ext. _____

Cell Phone: (561) 301-4924 Fax: (561)

Email Address: jmrufty@comcast.net

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

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

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: [Signature] Printed Name: JANE M. RAY Date: 6/3/13

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:
Sharon Sheppard
Westgate/Belvedere Homes Community Redevelopment Agency
1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013

Commissioner's Signature: [Signature] Date: 6-5-2013

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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A Seat #: 7

*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: Rufty Joanne M.
Last First Middle

Occupation/Affiliation: _____
Owner Employee Officer

Business Name: Executive Assistant / Resident

Business Address: Palm Beach County Property Appraiser's Office, 301 North Olive Avenue

City & State West Palm Beach, Florida Zip Code: 33401

Residence Address: 2025 Kenwood Road

City & State West Palm Beach, Florida Zip Code: 33409

Home Phone: (561) 471-9365 Business Phone: (561) 355-2860 Ext. _____

Cell Phone: (561) 301-4924 Fax: (561)

Email Address: jmrufty@comcast.net

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

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

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: [Signature] Printed Name: JOANNE M. RALF Date: 6/3/13

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:
 Sharon Sheppard
 Westgate/Belvedere Homes Community Redevelopment Agency
 1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013
 Commissioner's Signature: [Signature] Date: 6/10/13

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: Westgate Belvedere Homes Community Redevelopment Agency Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 4 Years. From: TBD To: 5/31/17

Seat Requirement: N/A Seat #: 7

*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: Rufty Joanne M.
Last First Middle

Occupation/Affiliation: _____

Owner Employee Officer

Business Name: Executive Assistant / Resident

Business Address: Palm Beach County Property Appraiser's Office, 301 North Olive Avenue

City & State West Palm Beach, Florida Zip Code: 33401

Residence Address: 2025 Kenwood Road

City & State West Palm Beach, Florida Zip Code: 33409

Home Phone: (561) 471-9365 Business Phone: (561) 355-2860 Ext. _____

Cell Phone: (561) 301-4924 Fax: (561)

Email Address: jmrufty@comcast.net

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

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

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: [Signature] Printed Name: JOANNE M. RAY Date: 6/3/13

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:
Sharon Sheppard
 Westgate/Belvedere Homes Community Redevelopment Agency
 1280 N. Congress Avenue, Suite 215 * West Palm Beach, FL 33409

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: July 2, 2013
 Commissioner's Signature: [Signature] Date: 6/10/13

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public. Revised 08/01/2011

Joanne M. Ruffy

2025 Kenwood Road
WPB, FL 33409

(561) 355-2865 work
(561) 301-4924 cell
jruffy@pbcgov.org (work)
jmruffy@comcast.net (home)

1/1995 to Present: Palm Beach County Property Appraiser's Office

Executive Assistant – Administration/Human Resources

- Serve as the Taxpayer Advocate for the Property Appraiser by assisting the public and/or representatives in resolving conflicts related to exemptions, assessments, and/or office policy.
- Prepare responses to letters received from the public for the Property Appraiser.
- Administration community service liaison for American Heart, Scholarship and March of Dimes Committees.
- Schedule appointments, meetings and speaking engagements; maintain calendar.
- Responsible for input of all payroll changes and HR Action Requests.
- Oversee leaves of absence in accordance with Family & Medical Leave requirements.
- Recruitment and advertising of open positions.
- Screen and review applications and resumes; communicate and correspond with applicants regarding application and open position status.
- Schedule interviews, pre-hire drug screenings and physicals.
- Perform criminal background checks and prior employment verification.
- Work closely with Managers and advise on hiring decisions and correct HR procedures.
- Make offers of employment to prospective employees; explain benefits.
- Conduct new hire orientations.

Previously held the position of Specialist where duties were the same as above. Prior to Specialist, held the position of Senior Clerk for Commercial Appraisal and Human Resources Departments where duties were to assist the Litigation and Commercial Appraisers with research, correspondence, and filing and assist the HR Manager with updating of personnel files, correspondence to applicants, reference checking, background checks, office policies and procedures, and benefits.

June 1983 – December 1994 M.R. Ford & Associates, Inc., Real Estate Appraisers & Consultants

Executive Secretary

- Responsible for the production of narrative commercial appraisal reports – typing, preparation of exhibits, and assembling.
- Typed all correspondence, fee quote letters and invoices.
- Instructed new associates in the operation of a computer-based appraisal system.

Professional

Designation/ PHR (Professional in Human Resources)
Affiliation: Society for Human Resource Management; Member #00469452

Appointment: Commissioner, Westgate/Belvedere Homes CRA – July 2009

Education: Various Human Resource related seminars, workshops and conferences.
Twin Lakes High School, West Palm Beach, Fl.

1 Section 1. AUTHORITY FOR ENACTMENT.

2 This ordinance is enacted pursuant to the Community
3 Redevelopment Act of 1969, as amended, Chapter 69-305, Laws of Florida.

4 Section 2. CREATION OF THE WESTGATE/BELVEDERE HOMES COMMUNITY
5 REDEVELOPMENT AGENCY

6 There is hereby created a public body corporate and politic to
7 be known as the Westgate/Belvedere Homes Community Redevelopment Agency,
8 hereinafter referred to as the "Agency."

9 Section 3. MEMBERSHIP

10 3.01. The agency shall consist of seven (7) commissioners
11 appointed by the Board of County Commissioners. Any person may be
12 appointed as a commissioner if he or she resides or is engaged in
13 business, which shall mean owning a business, practicing a profession, or
14 performing a service for compensation, or serving as an officer or
15 director of a corporation or other business entity so engaged, within the
16 area of operation of the agency, which shall be coterminous with the area
17 of operation of the county.

18 3.02. Terms of office of the commissioners shall be for 4 years
19 except that three of the members first appointed shall be designated to
20 serve terms of 1, 2 and 3 years, respectively, from the date of their
21 appointments, and four (4) members shall be designated to serve for terms
22 of 4 years from the date of their appointments. A vacancy occurring
23 during a term shall be filled for the unexpired term. A certificate of
24 the appointment or reappointment of any commissioner shall be filed with
25 the clerk of the county, and such certificate shall be conclusive
26 evidence of the due and proper appointment of such commissioner.

27 3.03. A commissioner shall receive no compensation for his
28 services, but shall be entitled to the necessary expenses, including
29 traveling expenses, incurred in the discharge of his duties, subject to
30 prior approval by the Board of County Commissioners.

31 3.04. The powers of a community redevelopment agency shall be
32 exercised by the commissioners thereof. A majority of the commissioners
33 shall constitute a quorum for the purpose of conducting business and
34 exercising the powers of the agency and for all other purposes. Action
35 may be taken by the agency upon a vote of a majority of the commissioners
36 present, unless in any case the bylaws shall require a larger number.

**WESTGATE/BELVEDERE HOMES CRA
BOARD OF COMMISSIONERS**

SEAT ID	CURRENT MEMBER	RACE CODE	BUSINESS/ HOME PHONE	REQUIREMENT	APPOINT DATE	EXPIRE DATE
1	Christopher F. Fleming 901 Northpoint Parkway, Suite 200 West Palm Beach, FL. 33407	WM	(561) 471-5353	Business Owner	01/24/2012	05/31/2013
2	Joseph H. Kirby, III 1649 Forum Place, Suite 11 West Palm Beach, FL. 33401	WM	(561) 689-8989	Business Owner	06/19/2012	05/31/2013
3	Cecilia A. St. Hilaire 1713 Quail Drive West Palm Beach, FL. 33409	BF	(561) 712-9221	Community Based	01/24/2012	05/31/2013
4	Melanie A. Marvin 2525 Nokomis Avenue West Palm Beach, FL. 33409	WF	(561) 294-4367	Community Based	06/29/2010	05/31/2014
5	Ruth A. Haggerty 840 Beech Road West Palm Beach, FL. 33409	WF	(561) 683-0409	Community Based	01/24/2012	05/31/2015
6	Ronald Daniels 1683 Latham Road West Palm Beach, FL. 33409	WM	(561) 697-4490	Business Owner	09/09/2008	05/31/2012
7	Joanne Rufty 2025 Kenwood Road West Palm Beach, FL. 33409	WF	(561) 471-9365	Community Based	07/07/2009	05/31/2013

H:\WPDOCS\BOARD\agendabdlisting.wpd