Agenda Item #

# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date: 10/2	2/13		nsent [ ] rkshop [ ]	Regular Public	
Department: Submitted B Advisory Bo		nancial Ma	nagement & l	<u>Budget</u>	
	I. EXE	CUTIVE BI	RIEF		
Motion and Title:	Staff recommends n	notion to a	pprove:		
The appointment of Japeriod October 22, 201		owing seat or	the Impact Fee	Review Committee for the	tim
<u>Nominee</u>	Seat No.	Requ	<u>iirement</u>	Nominated By	
James DuBois	Alternate	Munio	cipal	Commissioner Abrams Commissioner Taylor Commissioner Valeche Commissioner Burdick Commissioner Vana	
appointed by the BCC representatives from the includes one represent	C. The regular member	ship includes and one mem tegories abov	three represent aber selected at l e.	pers and three alternate mem atives from municipalities, the arge. The alternate member	hree
Review Committee. In		ttee members	s must be qualifie	ode provides for an Impact od electors of Palm Beach Co by the League of Cities.	
Diversity Breakdown: African American Male White American Femal White American Male -	e – 1 (14%)				
Attachments: A. Advisory Board Info B. Article 2 of the ULD					
Recommended by:	Oly 2004  Department Director	le Gla	lsh	10/1/3 Date	_
Approved By:	San For			10/8/3	
V	Assistant County At	torney		Date	-

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 resumé to this form.

Section I (Department)	: (Please Print)				
Board Name: Impac	ct Fee Review Committee			Advisory [X] Not Ad	dvisory [ ]
[X] At Large A	Appointment	or	[ ] District	Appointment /District #: _	
Term of Appointment:	3 Years.	From: O	CTOBER 22;	3013: <u>OCTOBER</u>	221,201
Seat Requirement:	Alternate			Seat #: Municipal	
[ ]*Reappointm	nent	or [2	X] New Appointm	ent	
or [ ] to complete	e the term of		Due to: [ ]	resignation [ ]	other
Completion of term to ex	cpire on:		<del></del>		
term shall be considere	d by the Board of County			ed voting conflicts during	the previous
Section II (Applicant): APPLICANT, UNLESS	(Please Print) EXEMPTED, MUST BE	A COUNTY RESIDE	ENT .		
Name: DuBoi	s	James			
Last	3 ¢ 600 C.T.	First		Middle	
Occupation/Affiliation:	Mayor, Town of La		yee [1/	Officer [ ]	
Business Name:	Town wit	- Lutie Pa	wt		
Business Address:	535 P	art Ave	nue		
City & State	Lette Purt	T, FL	Zip Code:	33403	
Residence Address:	516 Sabal Palm Dr.				
City & State	Lake Park, FL		Zip Code:	33403	
Home Phone:	()561-719-c	Pusiness I	Phone: ( )	561 Ext. 8%	3/- 3300
Cell Phone:					
Email Address:	()561-718-1 Jdusois@	letteport f	Horida . og	.v.	
Mailing Address Prefere	nce: [ ] Business [ ] Re	manufacture and the second sec	•		
Have you ever been conv If Yes, state the court, na	victed of a felony: Yesature of offense, disposition	No No			
Minority Identification [ ] Native-Ame		[] Femal		African-American [X] C	aucasian

Page 1 of 2

## Section if 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.

Contract/Transaction No.	Department/Division	<b>Description of Services</b>	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
As Margor at the D	own of lake Purk	I am authorize to	sign, and here
Signet, multiple	(Attach Addition	Actua Beach County, A al Sheet(s), if necessary)	Jure Dets etc.
	OR X	NONE	
Guide to the Sunshine Amendm on the web at: http://www.pal By signing below I ack	nent prior to appointment/reap	on Article XIII, the Palm Beach Continuent. Article XIII, and the traing.htm. Keep in mind this requirenderstand, and agree to abide hed Ethics training (in the manner	ement is on-going.  Output  Description  Output  Description  Description  Output  Description  Description
By w	atching the training program on tending a live presentation give	the Web, DVD or VHS n on August 16, 20 11	
	AND		
By signing below I ac Amendment & State of		understand and agree to abide	by the Guide to the Sunshine
*Applicant's Signature:	Prin Prin	ted Name: James Duk	3-6-28-13
		Beach County Code of Ethics, pleas ail at ethics@palmbeachcountyethic	
	Return	this FORM to:	

Willie M. Swoope, OFMB 2300 N. Jog Road, WPB, FL 33411

Appointment to be made at BCC Meeting on:

Commissioner's Signature

Section III (Commissioner, if applicable):

OCTOBER 22, 2013

Date: 9/24/2013

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

Revised 08/01/2011

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Section I (Department): (Please Print)

[ ] Native-American

Page 1 of 2

Board Name: Impact Fe	ee Review Committee	A	Advisory [X] N	ot Advisory [ ]
[X] At Large Appo	ointment or	[ ] District A	Appointment /Distric	t #:
Term of Appointment:		OCTOBER 22,2		BER 21, 20,
Seat Requirement: Alte	ernate		Seat #: Municip	al
[]*Reappointment	or	[X] New Appointmen	nt	
or [ ] to complete the	e term of	Due to: [ ]	resignation [	] other
Completion of term to expire	e on:			
term shall be considered by  Section II (Applicant): (Pl	onsidered for reappointment, the nur y the Board of County Commissioner lease Print) EMPTED, MUST BE A COUNTY RI	rs:	l voting conflicts du	ring the previous
Name: DuBois	James	,	» «: 1.11.	
Last Occupation/Affiliation:	First  Mayor, Town of Lake Park		Middle	
Occupation Attitudion.		Employee [1/	Officer [ ]	
Business Name:	Town of late	Part		
Business Address:	Town of lake 535 Park A	verme		·
City & State	Late Purk, FL		3340	
Residence Address:	516 Sabal Palm Dr.			· ·
City & State	Lake Park, FL	Zip Code:	33403	
Home Phone: (	)561-719-0925 Bus	iness Phone: ()_	56/ Ext.	<u>8 6/- 3300</u>
Cell Phone: (	)561-718-8989 Fax	:()_		
Email Address:	Idusois @ lettepar	4 florida, go	o <b>√</b> .	
Mailing Address Preference:	[] Business [/Residence	<del>-</del>		
Have you ever been convicte If Yes, state the court, nature	ed of a felony: Yes Noe of offense, disposition of case and dat	te:		
Minority Identification Coo		Female Asian-American [] Af	rican-American [	X] 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.

Contract/Transaction No.	Department/Division	Description of Services	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
As Mayor at the V.	our of lake Park	I am authorize to	Signing and have
		Palin Beauty County Pol al Sheet(s), if necessary)	
	OR X	NONE	
Guide to the Sunshine Amendme	ent prior to appointment/reapp	on Article XIII, the Palm Beach Counointment. Article XIII, and the training.htm. Keep in mind this requirer	ing requirement can be found
		understand, and agree to abide by ed Ethics training (in the manner cl	
By wa By att	tching the training program on ending a live presentation give	the Web, DVD or VHS n on August 16, 20/1	
	AND		
By signing below I ack Amendment & State of I		understand and agree to abide b	by the Guide to the Sunshine
*Applicant's Signature:	Prin	ted Name: James DuB.	Date: 6-28-13
Any questions and/or concerns rewebsite www.palmbeachcountye	garding Article XIII, the Palm thics.com or contact us via ema	Beach County Code of Ethics, please ail at ethics@palmbeachcountyethics.c	visit the Commission on Ethics om or (561) 233-0724.
	Willie M.	this FORM to: Swoope, OFMB oad, WPB, FL 33411	·
Section III (Commissioner, if a	pplicable):		
Appointment to be made	at BCC Meeting on:	OCTOBER 2	12, 2013

Revised 08/01/2011

Commissioner's Signature:

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Section I (Department): (Pl	ease Print)				· ·
Board Name: Impact Fe	e Review Committee			Advisory [X]	Not Advisory [ ]
[X] At Large Appo	intment	or	[ ] Distr	ict Appointment /D	District #:
Term of Appointment:	Years.	From:	PCTOBER 2	2,2013: O	TOBER 21, 20.
Seat Requirement: Alte	rnate			Seat #: <u>Mu</u>	micipal
[ ]*Reappointment	or		[X] New Appoin	tment	
or [ ] to complete the	term of		Due to: [ ]	resignation	[] other
Completion of term to expire	on:			•	
*When a person is being co term shall be considered by	nsidered for reappointment the Board of County Con	nt, the number amissioners: _	of previous discl	osed voting confli	cts during the previous
Section II (Applicant): (Pl APPLICANT, UNLESS EX		OUNTY RESID	ENT		
Name: DuBois		James			
Last	16 T £ 1 D	First		Middle	
Occupation/Affiliation:	Mayor, Town of Lake P	Empl	oyee [1]	Officer	
Business Name:	Jour of 535 Par	Cutie F	ter f		
Business Address:					
City & State	Leke Purk	; FL	Zip Cod	le: <u>33</u>	<u> 403                                   </u>
	444 2 1 1 2 1 2 2 2 2 2 2 2 2 2 2 2 2 2			•	
Residence Address:	516 Sabal Palm Dr.		7in Cos	le: 33403	
City & State	Lake Park, FL	<i>p</i>	Zip Coo		- 0 8/ >>m
Home Phone:	1561-719-092				Ext. <u>&amp; E/- }}</u>
Cell Phone: (	)561 - 118 - 015	27 Fax:	florida.	<u> </u>	
Email Address:	7 du 5015 (2) /ef	cepart	Florical: C	you.	/
Mailing Address Preference:	[ ] Business [ Resider	ice			
Have you ever been convicte If Yes, state the court, nature	d of a felony: Yes of offense, disposition of c	No Lase and date:	-		
Minority Identification Coo		[]Fem an []Asia		] African-America	n [X] Caucasian

Page 1 of 2

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Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
As Mayor at the V	our of lake Purk	I am authorize to	, sign, and have
			June Doban
	OR X	NONE	
Guide to the Sunshine Amendm on the web at: http://www.pah	nent prior to appointment/reappo mbeachcountvethics.com/train nowledge that I have read, u	ointment. Article XIII, and the traing.htm. Keep in mind this require	by Article XIII, the Palm Beach
•	_	the Web, DVD or VHS	·
	AND		
By signing below I acl Amendment & State of		understand and agree to abide	e by the Guide to the Sunshine
*Applicant's Signature:	Print	ed Name: James Du	3-ic Date: 6-28-13
		Beach County Code of Ethics, plead il at ethics@palmbeachcountyethic	
	Return t	this FORM to:	

Willie M. Swoope, OFMB 2300 N. Jog Road, WPB, FL 33411

Section III (Commissioner, if applicable): Appointment to be made at B/C Commissioner's Signature: Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

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[X] At Large	Appointment		or	[	] District	t Appointment /D	District #:
Term of Appointment:	3	Years.	From:	Остове	R 22,	2013: 0	TOBER 21,201
Seat Requirement:	Alternate					Seat #: Mu	ınicipal
[ ]*Reappoint	ment		or	[X] New A	Appointm	nent	
or [ ] to comple	te the term of	L-WHAM		Due to:	[ ]	resignation	[ ] other
Completion of term to s	expire on:				<del>_</del>	,	
*When a person is bei term shall be consider <u>Section II (Applicant):</u> <u>APPLICANT, UNLES.</u>	ed by the Board (Please Print)	d of County C	ommissioner	s:	ıs disclos	ed voting conflic	cts during the previous
Name: DuBo	nie	·	James				
Last	J15		First		·	Middle	
Occupation/Affiliation:	Mayor,	Town of Lake	Park				
	Owner	[ ]	Е	imployee [17	•	Officer	[ ]
Business Name:	To	Un set	Lutie	Part			
Business Address:				venue			
City & State	Lette	Purk	;FL	2	Zip Code:	_33_	403
Residence Address:	- 516 Sab	al Palm Dr.					
City & State	Lake Pa	rk, FL	·	. 2	Zip Code:	33403	
Home Phone:	()561-	719-09	と <u>ろ</u> Busi	iness Phone:	()	561 E	ext. 8 8/- 3300
Cell Phone:	()561-	718-89	709 Fax:		( )		
Email Address:	) dus	ois @ /	etepar	4 Florida	<u>u</u> . 3	වර.	
Mailing Address Prefer	ence: [ ] Busin	ess [ Resid	lence				
Have you ever been cor If Yes, state the court, r	nvicted of a felon nature of offense	ny: Yes, disposition o	No $\frac{\hat{\mathcal{L}}}{\text{f case and date}}$	e:			
Minority Identification	n Code:	Male	r 1	Female			·

[ ] Native-American

Page 1 of 2

[ ] Hispanic-American

[ ] Asian-American [ ] African-American [X ] Caucasian

## Section II Continued:

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		I am authorize to	
Signet, multiple	(Attach Addition	Actin Beach County, Ponal Sheet(s), if necessary)	June Dogue
	or 🔀	NONE	
Guide to the Sunshine Amendme	nt prior to appointment/reapp	on Article XIII, the Palm Beach Continent. Article XIII, and the training.htm. Keep in mind this require	ining requirement can be found
By signing below I ackn County Code of Ethics, a	owledge that I have read, und I have received the requir	understand, and agree to abide by red Ethics training (in the manner o	Article XIII, the Palm Beach checked below):
By wa By atte	tching the training program on ending a live presentation give	the Web, DVD or VHS n on August 16, 20 11	· · · · · · · · · · · · · · · · · · ·
/	AND		
By signing below I ack Amendment & State of F	-	understand and agree to abide	by the Guide to the Sunshine
*Applicant's Signature	Prin	ted Name: James Dek	Date: 6-28-13
		Beach County Code of Ethics, please ail at ethics@palmbeachcountyethics	
	Willie M.	this FORM to: Swoope, OFMB oad, WPB, FL 33411	
Section III (Commissioner, if a	pplicable):	•	

DeTOBER 22, 2013

Revised 08/01/2011

Date:

Page 2 of 2

Appointment to be made at BCC Meeting on:

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Commissioner's Signature:

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[X] At Large Ap	pointment or [ ] District	ct Appointment /District #:
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Seat Requirement: A	lternate	Seat #: Municipal
[ ]*Reappointmen	or [X] New Appoints	ment
or [ ] to complete t	he term of Due to: [ ]	resignation [ ] other
Completion of term to exp	ire on:	
term shall be considered  Section II (Applicant): (	considered for reappointment, the number of previous disclosive the Board of County Commissioners:  Please Print)  EXEMPTED, MUST BE A COUNTY RESIDENT	sed voting conflicts during the previous
Name: DuBois	James	
Last	First Mayor, Town of Lake Park	Middle
Occupation/Affiliation:  Business Name:	Owner [] Employee [1] Town et lake Hart	Officer [ ]
Business Address:	535 Park Avenue	
City & State	Lete Purk, FL Zip Code	: 33 4 0 Z
Residence Address:	516 Sabal Palm Dr.	
City & State	Lake Park, FL Zip Code	33403
Home Phone:(	)561 - 719 - 09 25 Business Phone: ( )	561 Ext. 8-8/-3300
Cell Phone: (	<u>)561 - 718 - 8989</u> Fax: ( )	·
Email Address:	Jausois @ letepart Florida: of	rov.
Mailing Address Preference	e: [ ] Business [ Residence	
Have you ever been convict If Yes, state the court, natu	re of offense, disposition of case and date:	
Minority Identification C [ ] Native-Americ		African-American [X] Caucasian

Page 1 of 2

## Section II Continued:

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Signet, multiple	(Attach Additional	Rollin Beech County, Po al Sheet(s), if necessary)	Tice Fire, ILAS et
	or 🔀	NONE	
Guide to the Sunshine Amendmer on the web at: http://www.palmb	nt prior to appointment/reappo peachcountvethics.com/traini powledge that I have read, u	on Article XIII, the Palm Beach Counting.  Article XIII, and the training.  Market Mar	ning requirement can be found ment is on-going.  Article XIII, the Palm Beach
•	-	ed Ethics training (in the manner c	necked below):
By water By atter	ching the training program on t ading a live presentation given	the Web, DVD or VHS on _A ~ 4 ~ 4 ~ 6 , 20 /1_	
/	AND		
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*Applicant's Signature:	Printe	ed Name: James DuB	<u>= 4</u> Date: 6-28-13
		Beach County Code of Ethics, please Il at <u>ethics@palmbeachcountyethics.c</u>	
	Willie M. S	his FORM to: Swoope, OFMB ad, WPB, FL 33411	

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Shully Warra Date: 479/13

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Revised 08/01/2011



## Mayor James DuBois

James DuBois is the Special Projects Manager for Callery-Judge Grove in Loxahatchee, Florida and he is a District Supervisor for Seminole Improvement District.

Callery-Judge Grove is a 3,700-acre citrus grove that is transitioning some of its land to pines, landscape nursery, cattle, and row crops. The Grove is located in suburban Palm Beach County about four miles north of Wellington. Located within the Grove are three schools, one grocery anchored shopping center, an agricultural/packing processing facility and a water utility processing plant.

James DuBois has been associated with Callery-Judge Grove for thirty five years. Over the past twenty years Mr. DuBois has held positions in sales, marketing, packinghouse production and supervision, crop management and agricultural development. Most recently, Mr. DuBois has been assisting with steering the Grove's future and agricultural land planning.

Seminole Improvement District is an independent Chapter 298 Special District that provides potable water, sewer, and reclaimed water service to the central western communities and a variety of other surface water management and district services to lands within the District. James has been a Supervisor on

Seminole Improvement District's Board for over ten years and has represented Seminole on the Western Communities Council for many years.

Mr. DuBois attended the University of Connecticut concentrating in American History.

Mayor DuBois serves or has served on the following boards: Town of Lake Park Police Pension Fund Board of Trustees, Chairman of the Harbor Marina Advisory Board, Vice Chairman of Planning and Zoning for the Town of Lake Park, Seminole Improvement District Board of Supervisors, Palms West Chamber of Commerce Board of Directors, Government Affairs, Economic Development and Nominating Committees, Economic Development Task Force, Northern Palm Beach County Chamber of Commerce Government Affairs Committee, Seacoast Utility Authority Board of Directors, Treasure Coast Regional Planning Council, Bioscience Land Preservation Advisory Board, and Palm Beach County League of Cities Committees and Task Forces.

Mayor James DuBois' wife, the late Mayor Desca DuBois, served the Town of Lake Park for many years as a volunteer and in March 2008 she was elected Mayor of the Town of Lake Park. In March 2011 Mrs. DuBois was reappointed Mayor after an unopposed election campaign. Mayor Desca DuBois passed away on April 30th, 2011.

Mayor DuBois recognizes the Town of Lake Park's potential is limitless and that many of the town's neighboring communities appreciate Lake Park for its high quality of life. Mayor DuBois is proud to be a part of the Lake Park community and he is proud to be shaping Lake Park's future.

to hear and decide appeals from an interpretation of the Impact Fee Coordinator on Article 13, IMPACT FEES.

### **Board Membership** 3.

## Qualifications

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

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

## **Terms of Office**

All IFAB members shall serve a term of three years.

## Secretary and Staff

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

#### 5. Meetings

#### General a.

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



## Impact Fee Review Committee

## **Establishment**

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

## **Powers and Duties**

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

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

## **Board Membership**

## Qualifications

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

## Officers

## Secretary

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

## Meetings

## **General or Special Meetings**

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

## Planning Commission

## Establishment

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

## **Powers and Duties**