

3G-2

Agenda Item #:

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

Meeting Date: 05/06/2014

☒ [X] Consent
☐ [] Public Hearing

☐ [] Regular

Department: Office of Financial Management and Budget

Advisory Board: Impact Fee Appeals Board

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: approve the appointment/reappointment of the following nominees to the Impact Fee Appeals Board for the three year term May 6, 2014 – May 5, 2017.

<u>Nominee</u>	<u>Seat No.</u>	<u>Requirement</u>	<u>Nominated By</u>
<u>Reappoint</u> Michael Haygood	1	Attorney	Mayor Taylor Vice Mayor Burdick Commissioner Valeche Commissioner Abrams
<u>Appoint</u> Charles Millar	3	General Public	Commissioner Valeche
<u>Reappoint</u> Richard Kleisley	5	Developer	Mayor Taylor Vice Mayor Burdick Commissioner Valeche

Summary: The Impact Fee Appeals Board is composed of five members as follows: one traffic engineer; one accountant; one attorney; one representative of the general public and one developer/builder. Impact Fee Appeals Board members must be qualified electors of Palm Beach County at least two years prior to their appointment. This agenda item provides for the appointment/reappointment of members to a three-year term that will expire May 5, 2017. Each of the nominees has completed the required ethics training.

Countywide (LB)

Background and Justification: Continued on Page 3

Attachments:

- A. Advisory Board Information Forms, Resumes
- B. Current Impact Fee Appeals Board Membership List
- C. Article 2 of the ULDC
- D. Notice to Commissioners

Recommended by: Elizabeth Blessin 4/21/14
Department Director Date

Legal Sufficiency: [Signature] 4/21/14
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

(Continued from Page 1)

Article 17 of the Unified Land Development Code provides for an Impact Fee Appeals Board. The Impact Fee Appeals Board has the following powers and duties:

1. To hear and decide appeals from decisions of the Impact Fee Manager on independent calculation studies pursuant to Article 13, Impact Fees.
2. To hear and decide appeals from an interpretation of the Impact Fee Manager on Article 13, Impact Fees.

This agenda item provides for the appointment of one new member and the reappointment of two current members, filling three of the five seats on the Impact Fee Appeals Board. All remaining current members have either resigned or are not seeking reappointment. The remaining two vacancies will be filled at a later date.

Diversity Breakdown:

African American Male – 1 (25%)

White American Male – 3 (75%)

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

*The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.*

Section I (Department): (Please Print)

Board Name: Impact Fee Appeals Board Advisory ☒ Not Advisory ☐

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

Term of Appointment: 3 Years. From: 05/03/2014 To: 05/02/2017

Seat Requirement: Attorney 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: None**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Haygood J Michael
Last First Middle

Occupation/Affiliation: Attorney
Owner ☒ Employee ☐ Officer ☐

Business Name: J. Michael Haygood, PA

Business Address: 701 Northpoint Parkway, Suite 209

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

Residence Address: 3330 Embassy Drive

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

Home Phone: () Business Phone: (561) 684-8311 Ext. _____

Cell Phone: (561) 758-1210 Fax: ()

Email Address: mhaygood@haygoodlaw.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.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100

(Attach Additional Sheet(s), if necessary)

OR

NONE



NOT APPLICABLE/
(Governmental Entity)



ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment.

☒ 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 on _____ 20____
☐ 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: D. Michael Hayward Date: 5/18/2014

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

Return this FORM to:

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: MAY 6, 2014

Commissioner's Signature: [Signature] Date: 3/24/14

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

Revised 01/14/2014

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APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Haygood J Michael
Last First Middle
Occupation/Affiliation: Attorney
Owner ☒ Employee ☐ Officer ☐
Business Name: J. Michael Haygood, PA
Business Address: 701 Northpoint Parkway, Suite 209
City & State: West Palm Beach, FL Zip Code: 33407
Residence Address: 3330 Embassy Drive
City & State: West Palm Beach, FL Zip Code: 33401
Home Phone: () Business Phone: (561) 684-8311 Ext. _____
Cell Phone: (561) 758-1210 Fax: ()
Email Address: mhaygood@haygoodlaw.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
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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
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(Governmental Entity)



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*Applicant's Signature: [Signature] Printed Name: J. Michael Haggard Date: 5/18/2014

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{Insert Address Here}

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Appointment to be made at BCC Meeting on: MAY 6, 2014

Commissioner's Signature: [Signature] Date: 3-24-2014

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Revised 01/14/2014

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Last First Middle
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Owner ☒ Employee ☐ Officer ☐
Business Name: J. Michael Haygood, PA
Business Address: 701 Northpoint Parkway, Suite 209
City & State West Palm Beach, FL Zip Code: 33407
Residence Address: 3330 Embassy Drive
City & State West Palm Beach, FL Zip Code: 33401
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Cell Phone: (561) 758-1210 Fax: ()
Email Address: mhaygood@haygoodlaw.com

Mailing Address Preference: ☒ Business ☐ Residence

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Commissioner's Signature: [Signature] Date: 5/26/14

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Revised 01/14/2014

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*Applicant's Signature: [Signature] Printed Name: S. Michael Hayward Date: 5/18/2014

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: S. Abrams 16 MAY 6, 2014
Date: 4/3/14

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

Revised 01/14/2014

RESUME

J. MICHAEL HAYGOOD
701 Northpoint Parkway
Suite 209
West Palm Beach, FL 33401

PERSONAL DATA

Date of Birth: June 14, 1950
Place of Birth: Leesburg, Florida
Marital Status: Widowed, Two Children

EDUCATION

Law School: Holland Law Center, University of Florida
Graduated: March 1975
Undergraduate: Hampton Institute (University), Hampton, Virginia
B.A. Political Science
Graduated: June 1972

BAR MEMBERSHIP

Florida Bar
Federal Bar, Southern District of Florida
Federal Bar, Middle District of Florida
Eleventh Circuit Court of Appeal

EMPLOYMENT

September 2012-Current

Sole practitioner in the firm of J. Michael Haygood, PA. Practise limited to Real Estate Transactions (residential and commercial) and Housing and Community Development.

January 2006-2012

Partner in the firm of Haygood & Harris LLC. Practice limited to Real Estate Transaction, residential and commercial, and Housing and Community Development.

May 2002- December 2005

Sole Practitioner in the firm of J. Michael Haygood, P.A. Practice limited to Real Estate Transaction and Public Finance and Housing and Community Development.

April 1998 – May 2002

Partner in the law firm of Holland & Knight. Practice limited to Housing and Community Development, Real Estate Transactions and Public Finance. Represented the City of Port St. Lucie in establishing the Port St. Lucie Community Redevelopment Agency.

August 1992 - April 1998

Partner in the law firm of Mack, Haygood & McLean

Represented clients, both lenders and developers, in affordable housing transactions, mortgage foreclosures, commercial transactions, eminent domain, and employment law, including Title VII litigation.

Representative clients include Consortium for Affordable Housing, West Palm Beach Community Redevelopment Agency, Boca Raton Housing Authority, Resolution Trust Corporation, Host-Marriott Services Corporation, E.I. Du Pont De Nemours & Co., City of Riviera Beach, and Port of Palm Beach.

August 1981 - August 1992

Partner in the law firm of Haygood, Williams & Rose, P.A. (formerly Haygood & Williams, P.A.)

I have represented clients in the areas of planning and zoning, eminent domain cases, bond validations, construction litigation, and land acquisition. Also served as the lobbyist in the Florida Legislature for Palm Beach County. Established 5 Community Redevelopment Agencies in Palm Beach County and validated the first tax increment financing bond issue in Palm Beach County

Representative clients include West Palm Beach Community Redevelopment Agency, Boca Raton Community Redevelopment Agency, City of West Palm Beach, Vroom Development Corporation, Resolution Trust Corporation, and FDIC.

June 1980 - July 1981

Assistant City Attorney, City of Boca Raton

My responsibilities included representation of the City in Federal Court in regard to a challenge by a developer for the revocation of a building permit; representing the City before the Code Enforcement Board, Civil Service Board, and Planning and Zoning Board.

November 1978 - June 1980

Assistant City Attorney, City of Miami

My responsibilities included staff attorney for the Planning and Zoning Board Pension Board, Civil Service Board, and litigation of land use issues.

April 1976 - November 1980

Assistant City Attorney, City of West Palm Beach

My responsibilities included Planning and Zoning Board, and Community Block Grants.

October 1975 - April 1976

Staff Attorney, Florida Rural Legal Services

Representation of clients in Domestic Relations and Consumer Credit matters.

ACTIVITIES AND HONORS

Hampton Institute:

1972 - Who's Who in American Colleges and Universities
President, Student Government
President, Sophomore Class

University of Florida:

Staff Member, Center for Governmental Responsibility - Public Interest Land Group.

COMMUNITY INVOLVEMENT

Past Chairman of West Palm Beach Housing Authority
Past Chairman of Board of Directors of Florida Rural Legal Services
Former member, Board of Directors of SunFest of Palm Beach County
Former member, Board of Directors of Children's Home Society
Vice President of Nonprofit Resource Institute

Executive Committee of the Chamber of Commerce of the Palm Beaches

WPB1 #164646 v1

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

Name: MILLAR CHARLES W
Last First Middle

Occupation/Affiliation: LAND USE PLANNER

Owner ☐ Employee ☒ Officer ☐

Business Name: LAW FIRM OF SHUTTS & BOWEN LLP

Business Address: 525 OKEECHOBEE BLVD. SUITE 1100

City & State: WPB FL Zip Code: 33401

Residence Address: 2701 RAYELLA WAY

City & State: PBG FL Zip Code: 33410

Home Phone: () 772-486-1977 Business Phone: () 671-5853 Ext.

Cell Phone: () 772-486-1977 Fax: () 650-8530

Email Address: CMILLAR@SHUTTS.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: N/A

Minority Identification Code: ☒ Male ☐ Female
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_____	_____	_____	_____
_____	_____	_____	_____

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☐ 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: Charles W. Millar Printed Name: CHARLES W. MILLAR Date: 3-25-14

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.

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature:

Date:

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

Revised 08/01/2011

CHARLES W. MILLAR, JR.
2701 RAVELLA WAY
PALM BEACH GARDENS, FLORIDA 33410
772-486-1977
cmillar@bellsouth.net

EDUCATION

Florida Power & Light University

Juno Beach, FL

Various Professional Certifications & Accreditations

June, 2011

Mansfield University of Pennsylvania

Mansfield, PA

Bachelor of Science (BS) in Political Science & Urban Planning/Geography.

May, 1982 – 3.7 GPA

Gold Coast School of Real Estate

West Palm Beach, FL

September, 1986

PROFESSIONAL EXPERIENCE

Law Firm of Shutts & Bowen, LLP

West Palm Beach, FL

Development Planner

Land Use Practice Group

January, 2014 to Present

Millar & Associates – Development & Land Use Consultants

President

Palm Beach Gardens, FL

July, 2011 to January, 2014

Law Department - Florida Power & Light Company

Juno Beach, FL

Land Planner/Paralegal

Environmental, Real Estate & Land Use Business Unit

June, 2008 to July, 2011

Law Firm of Moyle, Flanigan, Katz, Breton, White & Krasker, P.A.

West Palm Beach, FL

Development Planner/Paralegal

Zoning, Land Use & Real Estate Department

November, 1988 to June, 2008

Law Firm of Dennis P. Koehler, P.A.

Project Planner/Paralegal

Greenacres City, FL. Planning, Zoning & Building Department

Assistant Director

Union County, PA. Planning, Zoning & Building Department

Assistant County Planner

LinkedIn Site: www.linkedin.com/pub/dir/Chuck/Millar

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

*The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.*

Section I (Department): (Please Print)

Board Name: Impact Fee Appeals Board Advisory ☒ Not Advisory ☐
☒ At Large Appointment or ☐ District Appointment / District #: _____
Term of Appointment: 3 Years. From: 05/3/2014 To: 05/02/17
Seat Requirement: Builder Seat #: 5
☒ *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: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Kleisley Richard N.
Last First Middle
Occupation/Affiliation: Residential Contractor
Owner ☒ Employee ☐ Officer ☐
Business Name: RNK & Associates, Inc.
Business Address: 19794 Loxahatchee Pointe Drive
City & State: Jupiter, FL Zip Code: 33458
Residence Address: 19794 Loxahatchee Pointe Dr
City & State: Jupiter, FL Zip Code: 33458
Home Phone: (561) 575 6603 Business Phone: (561) 575 7853 Ext. _____
Cell Phone: (561) 876 2323 Fax: (561) 575 7853
Email Address: RNKAssoc@comcast.net

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.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100

(Attach Additional Sheet(s), if necessary)
OR

NONE



NOT APPLICABLE/
(Governmental Entity)



ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountylethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment.

☒ 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 on MARCH 14, 2014
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: Richard N. Kleisley Printed Name: RICHARD N. KLEISLEY Date: 3/15/2014

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature]

Date: MAY 6, 2014
3/24/2014

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Revised 01/14/2014

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

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

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Seat Requirement: Builder Seat #: 5

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or ☐ to complete the term of _____ Due to: ☐ resignation ☐ other

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Kleisley Richard N.
Last First Middle

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

Business Name: RNK & Associates, Inc.

Business Address: 19794 Loxahatchee Pointe Drive

City & State Jupiter, FL Zip Code: 33458

Residence Address: 19794 Loxahatchee Pointe Dr

City & State Jupiter, FL Zip Code: 33458

Home Phone: (561) 575 6603 Business Phone: (561) 575 7853 Ext. _____

Cell Phone: (561) 876 2323 Fax: (561) 575 7853

Email Address: RNKAssoc@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

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(Governmental Entity)



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Return this FORM to:

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature:

Paullette Boudier

Date:

3-24-2014

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Revised 01/14/2014

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

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☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

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<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

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NOT APPLICABLE/
(Governmental Entity)



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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature:

Kyle Valiente Date: MAY 6, 2014
5/26/14

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

Revised 01/14/2014

Richard N. Kleisley

19794 LOXAHATCHEE POINTE DRIVE ♦ JUPITER, FL 33458

(561) 575-6603

RNKASSOC@COMCAST.NET

Summary

Operations Management Professional with extensive experience in single family, multi-family and commercial construction including over 25 years of construction management. Prior experience includes: sales, sales management, marketing, construction supervision, and land development.

Accomplishments

- ♦ Started a single-family homebuilding operation in Palm Beach County with two associates and built the team to 39 associates including sales, construction, customer service and clerical.
- ♦ Developed and introduced new product and designs which increased sales 50% to become the largest single family builder in Indianapolis, IN
- ♦ Maintained a customer referral rate of over 30% by hiring good sub-contractors and experienced supervision to maintain a high standard of quality construction
- ♦ Monitored the customer service department to maintain an average customer satisfaction rating above 93%
- ♦ Generated over \$75 million in profit after bonuses by managing profitable operations for 33 years

Experience

RNK & ASSOCIATES, INC., Jupiter, FL

1997-Present

President

Formed a corporation specializing in consulting, real estate, and custom homes. Generated \$120,000 of revenue through consulting services to the local home building industry in the first year. Negotiated an 8 lot option land purchase to build custom homes. Consulting services have been provided to the following companies here in Southeast Florida:

- | | |
|-------------------------------------|-------------|
| • ROYAL MANAGEMENT, INC. | 2008 - 2009 |
| • ROYAL PROFESSIONAL BUILDERS, INC. | 2004 - 2008 |
| • TRANSEASTERN PROPERTIES, INC. | 2000 - 2004 |
| • PUDER-SIEGEL HOMES | 1999 - 2000 |
| • K HOVNANIAN COMPANY | 1997 -1999 |

M/I SCHOTTENSTEIN HOMES, INC., West Palm Beach, FL

1984 -1997

Division President, Palm Beach Division

Responsible for all facets of the operation including profit and loss, land acquisition and development, sales and marketing, product design and customer service. Opened the division in November 1984 with two employees and grew to employ 39 full time staff. During this time the Palm Beach Division sold and closed over 2,000 homes in central Palm Beach County. The division was among the top ten builders in Palm Beach County since 1988 and was profitable 10 out of 12 years. From 1984 to 1996 the Palm Beach Division generated almost \$13 million in profit after bonuses.

RYAN HOMES, INC.

1972–1984

Division President, Indianapolis, IN (1978–1984)
Land Development Manager, Dayton, OH (1977–1978)
Sales Representative, Dayton, OH (1976–1977)
Construction Supervisor, Dayton, OH (1973–1976)
Assistant Construction Supervisor, Dayton, OH (1972–1973)

DAMONT CONSTRUCTION COMPANY, Dayton, OH

1969–1972

Purchasing Manager (1970–1972)
Carpenter (1969–1970)

Education

Bachelor of Social Science (B.S.S.), University of Dayton, Dayton OH
Florida Contractor's License

Affiliations

Palm Beach County Building Code Advisory Board

- ❖ 1991–2004
- ❖ Chairman 1994

Gold Coast Builders Association

- ❖ Member 1985–Present
- ❖ Board of Directors 1992–Present
- ❖ Executive Board of Directors 1996
- ❖ Secretary of Executive Committee 1997
- ❖ Treasurer of Executive Committee 1998

Palm Beach County Impact Fee Review Board

- ❖ Member 2003–Present

Other

St. Luke Church

- ❖ Finance Committee Member 1987–1995
- ❖ Fall Festival Committee 1990–1995

St. Luke School

- ❖ School Advisory Board 1991–1995
- ❖ Chairman 1994–1995

Loxahatchee Pointe HOA

- ❖ Board of Directors 2000–Present



**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
IMPACT FEE APPEALS BOARD**

I. AUTHORITY :

Ordinance No. 89-18, Section 22-29, as amended by Resolution No. 91-651. Unified Land Development Code, Section 4.9.

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

This Board shall consist of five (5) members. There shall be one (1) traffic engineer, one (1) accountant, one (1) attorney, one (1) representative of the general public and one (1) developer/builder. All members shall be appointed at-large. The term of appointment shall be three (3) years. No member of the Board shall receive compensation for their services. Travel reimbursements are limited to expenses incurred only for travel outside PBC necessary to fulfill the responsibilities of membership on the Board.

EXTENDED COMPOSITION :

IV. MEETINGS :

Meetings will be called as necessary to carry out business, but no more frequently than once a month.

V. FUNCTIONS :

To hear and decide appeals from decisions of the Impact Fee Coordinator on independent calculation studies pursuant to Art. 10, Impact Fees; and to hear and decide appeals from an interpretation of the Impact Fee Coordinator on Art. 10.

VI. LIAISON DEPARTMENT:

Office of Financial Management & Budget

VI. LIAISON INFORMATION :

LIAISON DEPARTMENT

Financial Management and Budget

CONTACT PERSON

Willie Swoope

ADDRESS

2300 N Jog Rd
West Palm Beach FL 33411
Phone # 561-233-5014



IMPACT FEE APPEALS BOARD

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	RE-APPOINT DATE	EXPIRE DATE
Appointed By : AT Large									
1	J. Michael Haygood C-Haygood & Harris, LLC 1551 Forum Pl Ste 400B West Palm Beach FL 33401	Member	AA	M	561-684-5311	Attorney	05/14/1991	05/03/2011	05/02/2014
NOMINATED BY :									
2	Vacant	Member				Traffic Engineer			05/02/2014
NOMINATED BY :									
3	Edward Berger 7012 Francisco Bend Dr Delray Beach FL 33446	Member	CA	M	561-865-0524	Resident of Palm Beach County	05/03/2011		05/02/2014
NOMINATED BY :									
4	Charles Hafer C-Hafer Company 249 Royal Palm Way Ste 300 Palm Beach FL 33480	Member	CA	M	561-655-8700	Accountant	08/19/2008	05/03/2011	05/02/2014
NOMINATED BY :									

Appointed AT Large

5	Richard Kleisley C-RNK & Associates, Inc. 19794 Loxahatchee Pointe Dr Jupiter FL 33458	Member	CA	M	561-575-7853	Builder	03/01/2003	05/03/2011	05/02/2014
---	---	--------	----	---	--------------	---------	------------	------------	------------

NOMINATED BY :

- q. initial resources shall be dedicated to those functions which shall qualify PBC as a Certified Local Government;
- r. make every effort to be represented at meetings, conferences and workshops pertaining to the functions of the HRRB scheduled by the State Historic Preservation offices or the Florida Conference of Preservation Boards and Commissions;
- s. seek expertise or proposals of matters requiring evaluation by a professional of a discipline not represented on the HRRB; and
- t. the HRRB's responsibilities shall be complementary to the powers of the State Historic Preservation Office.

3. Board Membership

a. Qualifications

There shall be nine members of the HRRB. Members of the HRRB shall be residents of PBC, Florida and demonstrate an interest in local history. One member with professional experience shall be appointed from each of the following five professional disciplines: history, architecture, archeology, architectural history and historic architecture. Other historic preservation related disciplines, such as Urban Planning, American Studies, American Civilization, Cultural Geography or Cultural Anthropology shall be considered when choosing appointments for these five of the nine members of the HRRB. Each of these five positions shall meet the requirements outlined in the Professional Qualifications Standards of the Florida Certified Local Government Guidelines. In addition to the above five positions, there shall be a sixth person with a demonstrated interest, degree or experience in one of the above professional disciplines who is also a resident of the area of PBC West of Twenty Mile Bend, including any of the incorporated or unincorporated communities in proximity to Lake Okeechobee. There are no specific requirements for the other three positions as a prerequisite to appointment but consideration shall be given to the following with a demonstrated interest in history, architecture or related disciplines: business person, engineer, contractor in a construction trade, landscape architect, urban planner, attorney, and resident of areas identified by 1990 PBC Historic Sites Survey as containing 25 or more structures with potential for historic preservation. Persons seeking appointment to the HRRB shall be willing to invest time to assist staff in site evaluations, establishing priorities, public education efforts, survey and planning activities of the Certified Local Government Program and the other responsibilities of the HRRB. Board members shall attend pertinent educational conferences and seminars.

b. Appointment

The members of the HRRB shall be appointed at large by the BCC.

c. Terms of Office

Each appointment shall be made for a term of three years. Any member may be reappointed for one successive term upon approval of the BCC as provided for herein.

4. Secretary and Staff

a. Secretary

The Planning Director of the PZB shall serve as Secretary to the HRRB.

b. Staff

The Planning Division shall be the professional staff of the HRRB. The Board shall make every effort to minimize demands on staffing in consideration of budgetary constraints.

5. Meetings

a. General

General meetings of the HRRB shall be held at least quarterly. Special meetings may be called by the Chair of the HRRB, or in writing by a majority of the members of the Board. Staff shall provide 24-hours written notice to each Board member prior to a special meeting.

*** I. Impact Fee Appeals Board**

1. Establishment

There is hereby established an Impact Fee Appeals Board (IFAB).

2. Powers and Duties

The IFAB shall have the following powers and duties:

- a. to hear and decide appeals from decisions of the Impact Fee Coordinator on independent calculation studies pursuant to Article 13, IMPACT FEES; and
- b. to hear and decide appeals from an interpretation of the Impact Fee Coordinator on Article 13, IMPACT FEES.

3. Board Membership

a. 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.

b. Appointment

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

c. Terms of Office

All IFAB members shall serve a term of three years.

4. Secretary and Staff

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

5. Meetings

a. General

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

J. Impact Fee Review Committee

1. Establishment

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

2. Powers and Duties

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

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

3. Board Membership

a. Qualifications

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

4. Officers

a. Secretary

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

5. Meetings

a. General or Special Meetings

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

6. Annual Report

The IFRC shall submit an annual report to the BCC. The form, substance and submittal date for the report shall be established by the County Administrator in a Policy and Procedure Memorandum. [Ord. 2009-040]

K. Planning Commission

1. Establishment

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

2. Powers and Duties



**INTER-OFFICE MEMORANDUM
OFFICE OF FINANCIAL MANAGEMENT & BUDGET
PALM BEACH COUNTY**

Office of
Financial Management and Budget

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■
**Palm Beach County
Board of County
Commissioners**

Priscilla A. Taylor, Mayor
Paulette Burdick, Vice Mayor

Hal R. Valeche
Shelley Vana
Steven L. Abrams
Mary Lou Berger
Jess R. Santamaria

County Administrator
Robert Weisman

TO: Priscilla A. Taylor, Mayor
and Members of the Board of County Commissioners

FROM: Willie M. Swoope, Impact Fee Manager *Willie M Swoope*

DATE: March 19, 2014

Re: Request For Advisory Board Nomination – Impact Fee Appeals Board

In accordance with Countywide PPM CW-O-023 (Committee Appointments), I am writing to notify you that the current member appointments to the Impact Fee Appeals Board will expire May 2, 2014. A copy of the ordinance and a list showing the composition and seat requirements of the Impact Fee Appeals Board are enclosed for your use. The Appeals Board only meets when an applicant files an appeal of a decision of the Impact Fee Manager.

Michael Haygood and Richard Kleisley are seeking reappointment to the Impact Fee Appeals Board; all of the other members have resigned or are not seeking reappointment. Neither Mr. Haygood (Seat 1, Attorney) nor Mr. Kleisley (Seat 5, Builder) has missed a scheduled board meeting. If you support their nomination for reappointment, please complete Section III and return the enclosed applications to me. In addition, you should provide the names and contact information of any other candidates that you are nominating.

It is anticipated that this item will be on the May 6th BCC agenda. Your cooperation in returning the signed forms and nominations no later than Monday, April 7th is greatly appreciated.

Should you have questions or need additional information, don't hesitate to give me a call at 233-5025.

c: Bob Weisman, County Administrator
Verdenia Baker, Deputy County Administrator
Liz Bloeser, OFMB Director
Richard Iavarone, Financial Management Director
Patty Hindle, Agenda Coordinator

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