

3H-9

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**BOARD APPOINTMENT SUMMARY**

**Meeting Date:** September 9, 2014

**Department:** Facilities Development & Operations

**Advisory Board:** Property Review Committee

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: the appointment of Diane Pendleton, MAI, CFE, to the Palm Beach County Property Review Committee (PRC) for a term of three (3) years commencing October 1, 2014:

Nominee	Seat No.	Seat Requirement	Term	Nominated by:
Diane Pendleton, MAI, CFE	1	A representative from the PBC Property Appraiser's Office	October 1, 2014 – September 30, 2017	Mayor Taylor Vice Mayor Burdick Comm. Berger

**Summary:** On October 22, 2013, the Board of County Commissioners (BCC) adopted Resolution No. 2013-1421, which reestablished the PRC consisting of five (5) members appointed at-large by the Board. Each member is now appointed to serve a term of three (3) years with a limit of three (3) consecutive terms served. Although Thomas Barnhart is eligible to serve as the Seat No. 1 representative on the PRC for a third consecutive term upon the September 30, 2014 expiration of his current term, he has opted not to do so on account of his participation in the FRS DROP program and mandatory employment separation date of no later than May 31, 2016. Seat No. 1 must be filled by a representative of the Palm Beach County Property Appraiser's Office. Gary R. Nikolits, CFA, Palm Beach County Property Appraiser, has nominated Diane Pendleton, MAI, CFE, as a candidate to replace Mr. Barnhart. Ms. Pendleton has agreed, if appointed, to serve. A memorandum dated July 3, 2014, was circulated to the Board of County Commissioners requesting support of Ms. Pendleton's appointment or additional nominations. No additional nominations were received. **(PREM) Countywide (HJF)**

**Background and Justification:** The PRC is an Advisory Board that is charged with reviewing, evaluating and advising the Board regarding certain real estate transactions involving the purchase (including eminent domain), sale or exchange of real property upon certain triggers being met or value thresholds exceeded. The PRC has five (5) seats that are currently filled with a diversity breakdown of: (i) 1 African-American male; (ii) 2 Caucasian females; and (iii) 2 Caucasian males.

**Attachments:**

1. Advisory Board Nominee Information Form
2. Qualifications of Diane Pendleton
3. Current List of Board Members
4. Resolution No. 2013-1421 creating the PRC
5. Nomination Request Memorandum dated July 11, 2014

**Recommended by:**

*Rett Arny Way*  
Department Director

7/31/14  
Date

**Legal Sufficiency:**

*H. Jal*  
Assistant County Attorney

8/18/14  
Date

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

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

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

Board Name: Palm Beach County Property Review Committee Advisory ☒ Not Advisory ☐  
[ ☒ ] At Large Appointment or [ ☐ ] District Appointment /District #: \_\_\_\_\_  
Term of Appointment: 3 Years From: October 1, 2014 To: September 30, 2017  
Seat Requirement: A representative from the PBC Property Appraiser's Office 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: 0**

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

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

Name: Pendleton Diane L  
Last First Middle  
Occupation/Affiliation: Palm Beach County Property Appraisers Office, Manager of the Agricultural Department  
Owner [ ☐ ] Employee [ ☒ ] Officer [ ☐ ]  
Business Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_

Residence Address: 1256 Holly Cove Drive  
City & State Jupiter, Florida Zip Code: 33458  
Home Phone: ( 561 ) 746-5938 Business Phone: ( 561 ) 355-2646 Ext. \_\_\_\_\_  
Cell Phone: ( 561 ) 267-7391 Fax: ( 561 ) 355-1711  
Email Address: dpendleton@pbcgov.org

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>
<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

**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):

  X   By watching the training program on the Web, DVD or VHS on June 20, 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: *Diane Pendleton* Printed Name: DIANE PENDLETON Date: JUNE 20, 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](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

RETURN THIS FORM TO:  
Ross C. Hering, Director, Property and Real Estate Management Division  
2633 Vista Parkway, West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: *[Signature]* Date: 7/16/14

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

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Term of Appointment: 3 Years From: October 1, 2014 To: September 30, 2017  
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Name: Pendleton Diane L  
Last First Middle  
Occupation/Affiliation: Palm Beach County Property Appraisers Office, Manager of the Agricultural Department  
Owner ☐ Employee ☒ Officer ☐  
Business Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_  
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Cell Phone: ( 561 ) 267-7391 Fax: ( 561 ) 355-1711  
Email Address: dpendleton@pbcgov.org  
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:

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_____	_____	_____	_____
_____	_____	_____	_____

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

NONE

☒

NOT APPLICABLE/  
(Governmental Entity)

☐

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       By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

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\*Applicant's Signature: Marian Pendleton Printed Name: DIANE PENDLETON Date: JUNE 20, 2014

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**RETURN THIS FORM TO:**

Ross C. Hering, Director, Property and Real Estate Management Division  
2633 Vista Parkway, West Palm Beach, FL 33411

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

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Laubette Burdick

Date: 7-10-2014

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

Revised 01/14/2014

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

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**AND**

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\*Applicant's Signature: Marian Pendleton Printed Name: DIANE PENDLETON Date: JUNE 20, 2014

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 2633 Vista Parkway, West Palm Beach, FL 33411

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

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Mary Ann Berger Date: 8-27-14

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Revised 01/14/2014

## QUALIFICATIONS

**DIANE PENDLETON, MAI, CFE**  
**FLORIDA STATE-CERTIFIED GENERAL**  
**REAL ESTATE APPRAISER #RZ480**

Diane Pendleton has 30 years of commercial real estate appraisal experience. Employment history includes 20 years working for a commercial real estate appraisal firm, 6 years as a self-employed appraiser and over 3 years with the Property Appraiser of Palm Beach County. Diane served 1½ years appraising retail properties in the commercial department before being promoted to the manager of the Agricultural Department.

**EMPLOYMENT:** Palm Beach County Property Appraiser's Office, 2011 - Current

Pendleton Group, Inc., Owner & President  
1256 Holly Cove Drive  
Jupiter, Florida 33458  
2005 - 2011

The Ernest Jones Company  
Lawrence R. Pendleton, MAI, Owner & President  
1890 North 68th Avenue  
Hollywood, Florida 33024  
1987 - 2005

Parkway Realty Research, Houston, Texas, 1984 - 1987

### **PROFESSIONAL DESIGNATIONS:**

MAI Designation, Appraisal Institute  
Certified Florida Evaluator, Florida Department of Revenue

**EDUCATION:** University of Texas at Austin, Degree: BA, Marketing

### **APPRAISAL INSTITUTE COURSES:**

1A-1 Real Estate Appraisal Principles  
1A-2 Basic Valuation Procedures  
1B-A Capitalization Theory and Techniques, Part A  
1B-B Capitalization Theory and Techniques, Part B  
I410, Part A Standards of Professional Practice 2002  
I410, Part B Standards of Professional Practice 2002  
II510 Advanced Income Capitalization 3/94, 10/96  
II520 Highest & Best Use and Market Analysis 10/93  
II530 Advanced Cost & Sales Comparison Approaches 11/94  
II540 Report Writing and Valuation Analysis 06/01  
II550 Advanced Applications 03/00  
The Appraiser as an Expert Witness, Preparation & Testimony  
Litigation Appraising: Topics and Applications



## QUALIFICATIONS

***DIANE PENDLETON, MAI, CFE***

### **APPRAISAL INSTITUTE SEMINARS (Over 30 including...)**

"Business Practices and Ethics"  
"7 Hour National USPAP Update"  
"Litigation Skills for the Appraiser"  
"Florida Law for Real Estate Appraisers"  
"New Government Regulations and Effect on Real Estate"  
"Americans with Disabilities Act "ADA"  
"How to Verify Market Data"  
"Rates, Ratios & Reasonableness"  
"South Florida Commercial Construction"  
"Office Building Valuation: A Contemporary Perspective"  
"Analyzing Distressed Real Estate"  
"Appraisal Consulting"  
"Subdivision Valuation: A Comprehensive Guide"  
"The Valuation of Wetlands"  
"Assessment Appeals in Florida"  
"Computer Concepts for Real Estate Appraisers"

### **INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS COURSES:**

101 - Fundamentals of Real Property Appraisal  
102 - Income Approach to Valuation  
112 - Income Approach to Valuation II  
201 - Appraisal of Land  
300 - Fundamentals of Mass Appraisal  
400 - Assessment Administration  
311 - Residential Modeling Concepts

### **TYPES OF PROPERTIES APPRAISED:**

Vacant Land	Waterfront Properties, Marinas, Resorts
Shopping Centers	Fullerton Island, Jupiter, Florida
Retail Stores & Wholesale Outlets	Industrial Properties
Shopping Centers and Regional Malls	Office/Warehouse
Apartment Buildings and Condominiums	Flex Space/Showrooms
Hotels, Motels, Bed & Breakfast	Auto Service Shops
Proposed Subdivisions and PUDs	Hospitals, Medical Centers & Clinics
Mobile Home Parks	Adult Congregate Living Facilities
Office Buildings	Nursing Homes
Banks and Financial Institutions	Automobile Dealerships
Restaurants	Golf Courses and Country Clubs
Gas Stations	Conservation Easements
Most Agricultural Type Properties in PBC	Environmentally Protected Wetlands
Farms, Ranches, Equestrian Facilities	Eminent Domain Takings
Amusement Park, Passive Parks	Inverse Condemnation Takings
Places of Worship, Community Centers	Mining Operations Lands



**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
SPECIFIC BOARD MEMBERS  
PROPERTY REVIEW COMMITTEE**

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINTED DATE	REAPPOINTED DATE	EXPIRATION DATE
Appointed By : At-Large/Palm Beach County Board of County Commissioners									
1	Thomas A. Barnhart Palm Beach County Property Appraiser's Office 301 N Olive Ave Fl 5th Govern West Palm Beach FL 33401	Member	CA	M	561-355-2862	PBC Property Appraiser Rep.	08/17/2010	10/04/2011	09/30/2014
	NOMINATED BY : N/A								
2	Kathy W. Evans Evans Valuation Services 18286 River Oaks Dr Jupiter FL 33458	Member	CA	F	561-746-2475	Martin/Broward Cty Prop. Appraiser Rep or MAI Certified Appr	08/17/2010	08/17/2012	09/30/2015
	NOMINATED BY : N/A								
3	Neil E. Merin Merin Hunter & Codman 1601 Forum Pl Ste 200 West Palm Beach FL 33401	Member	CA	M	561-471-8000	Licensed Real Estate Broker	08/17/2010	08/17/2012	09/30/2015
	NOMINATED BY : N/A								
4	Kristin K. Garrison School District of Palm Beach County-Building Division 3300 Forest Hill Blvd Ste C-1 West Palm Beach FL 33406	Member	CA	F	561-434-8935	Land Planning Expert	08/17/2013		09/30/2016
	NOMINATED BY : N/A								

\* indicates a member having an action pending



PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
SPECIFIC BOARD MEMBERS  
PROPERTY REVIEW COMMITTEE

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINTED DATE	REAPPOINTED DATE	EXPIRATION DATE
Appointed By : At-Large/Palm Beach County Board of County Commissioners									
5	Keith L. Williams South Florida Water Mgmt District 3301 Gun Club Rd Stop 1410 West Palm Beach FL 33406	Member	AA	M	561-686-8800 X2791	Eminent Domain Attorney	08/17/2010	08/17/2013	09/30/2016

NOMINATED BY : N/A

\* indicates a member having an action pending

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTION R2010-0292; PROVIDING FOR THE PALM BEACH COUNTY PROPERTY REVIEW COMMITTEE; PROVIDING FOR MEMBERSHIP; PROVIDING FOR MEETINGS AND ORGANIZATION; PROVIDING FOR REMOVAL; PROVIDING FOR DUTIES AND FUNCTIONS; PROVIDING FOR BOARD ACTION ADVISORY ONLY; PROVIDING FOR ASSISTANCE TO THE COMMITTEE; PROVIDING FOR SEVERABILITY; PROVIDING FOR UNIFORM POLICIES AND PROCEDURES; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Board of County Commissioners of Palm Beach County adopted Ordinance No. 2009-052 on December 15, 2009, which ordinance, among other things, requires the Board to create by resolution a committee to be named the "Property Review Committee" to review, evaluate and advise the Board regarding real estate transactions involving the purchase (including eminent domain), sale or exchange of fee simple title to real property if certain triggers or thresholds are met; and

WHEREAS, the Board established the Property Review Committee on February 23, 2010, pursuant to Resolution R-2010-0292; and

WHEREAS, there is a need to amend the resolution pertaining to the Property Review Committee to bring the resolution into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards as provided for in Resolution R-2013-0193; and

WHEREAS, repealing and replacing Resolution R-2010-0292, pertaining to the Property Review Committee will simplify future reference.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:**

Section 1. Repeal and replacement of Prior Resolution. Resolution R2010-0292 is hereby repealed and replaced in its entirety.

Section 2. Creation. There is hereby established a committee to be known as the Palm Beach County Property Review Committee.

Section 3. Membership.

- a. The Property Review Committee shall consist of five (5) members. Appointments shall be based upon nominations from the following:
1. One (1) representative from the Palm Beach County Property Appraiser's Office;
  2. One (1) representative from the Broward County Property Appraiser's Office, the Martin County Property Appraiser's Office or an MAI certified appraiser with offices in Palm Beach County and expertise in the appraisal of Palm Beach County real estate.
  3. One (1) representative licensed as a real estate broker with an office in Palm Beach County and expertise in Palm Beach County commercial real estate.
  4. One (1) representative with expertise in land planning employed by a governmental agency with an office in Palm Beach County or recommended by the Palm Beach County Planning Congress;
  5. One (1) representative with expertise in eminent domain employed as an attorney by a governmental agency with offices in Palm Beach County or in private practice with expertise in eminent domain and an office in Palm Beach County.
- b. Appointment of new members to fill vacancies and reappointment of members whose terms have expired shall be made at large by the Board of County Commissioners. Should a vacancy occur among the five (5) member categories identified in 3.a. that cannot be filled by that group, that vacancy may be filled by a county resident having experience in real estate valuation or eminent domain. Vacancies occurring during a term shall be filled for the unexpired portion

of the term, and shall not count toward the member's term limits.

- c. Members shall serve for staggered terms of three (3) years, with a limit of three (3) consecutive terms. Terms shall begin on October 1<sup>st</sup> and end on September 30<sup>th</sup>. Current members' terms shall expire on September 30<sup>th</sup> of the year in which their term expires. The property appraiser representatives appointed as members shall have discretion to delegate authority to other staff members of such property appraiser's office to represent such office on the Property Review Committee as such representatives deems appropriate.
- d. No member may serve on more than three (3) boards at any one time, except that no member may serve on any other board if doing so would violate Article II, Section 5(a) of the Florida Constitution, which prohibits dual-office holding.

Section 4. Meetings and Organization. The Committee shall establish a time and place for holding meetings as may be necessary and shall adopt such rules of organization and procedure as may be required. A majority of members of the Committee shall constitute a quorum for the transaction of business and the concurrence of a majority of the members present and voting shall be required to take any official action. All meetings of the Committee and any of its subcommittees shall be open to the public, duly advertised and otherwise comply with all applicable requirements of Florida's "Sunshine" Law as set forth in Chapter 286 Florida Statutes. Minutes shall be taken at each meeting.

Section 5. Removal. All members serve at the pleasure of the Board of County Commissioners and may be removed without cause upon majority vote by the Board of County Commissioners. Any member that fails to attend three (3) consecutive meetings or that fails to attend more than one-half of the meetings scheduled during a calendar year shall be automatically removed for lack of attendance. Participation for less than three-fourths of a meeting shall be the same as failure to attend a meeting.

Section 6. Duties and Functions. The Committee shall have the following duties and functions:

- a. To review, evaluate and advise the Board of County Commissioners regarding real estate transactions required to be reviewed by the Property Review Committee pursuant to Palm Beach County Ordinance No. 2009-052, as may be amended, or which may otherwise be presented to the Property Review Committee by the County.

Section 7. Committee Action Advisory Only. The actions, decisions, and recommendations of the Property Review Committee shall not be final or binding on the Board of County Commissioners but shall be advisory only.

Section 8. Assistance to the Committee. The Property Review Committee may call upon any department or other agency of the County, regional, state, federal, or local governments for information or advice in the performance of its duties and function. County government will provide legal, administrative and consultant support and facilities as needed which is hereby declared to be a County purpose. Staff from the Property and Real Estate Management Division of the Facilities Development and Operations Department shall provide administrative support to the Committee. The County Attorney's office shall act as legal counsel to the Property Review Committee at all its meetings and shall provide such legal advice and assistance as may be requested by the Committee.

Section 9. Uniform Policies and Procedures of Advisory Boards. The Property Review Committee shall be subject to the uniform policies and procedures established by the Board of County Commissioners for Advisory Boards as currently set forth in Resolution No. 2013-0193, as may be amended by action of the Board of County Commissioners.

Section 10. Severability. If any section, sentence, clause, phrase, or word of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holdings shall in no way affect the validity of the remaining portions of this Resolution.

Section 11. Future Review. The Board shall review the effectiveness of the Property Review Committee on or about February 23, 2015 to determine whether a public need exists for the continuation of such Committee.

Section 12. Effective Date. This Resolution shall take effect immediately upon its adoption.

The foregoing Resolution was offered by Commissioner Taylor who moved its adoption. The motion was seconded by Commissioner Burdick and upon being put to a vote, was as follows:

	ABSENT	AYE	NAY
Comm. Steven L. Abrams, Mayor	_____	X	_____
Comm. Priscilla A. Taylor, Vice Mayor	_____	X	_____
Comm. Hal R. Valeche	_____	X	_____
Comm. Paulette Burdick	_____	X	_____
Comm. Shelley Vana	_____	X	_____
Comm. Mary Lou Berger	_____	X	_____
Comm. Jess R. Santamaria	_____	X	_____

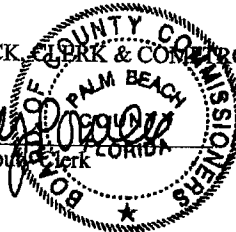
The Mayor thereupon declared the Resolution duly passed and adopted this 22nd day of October, 2013.

PALM BEACH COUNTY, FLORIDA, BY ITS  
BOARD OF COUNTY COMMISSIONERS

SHARON R. BOCK, CLERK & COMPTROLLER

By: [Signature]

Deputy Clerk



APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

By: [Signature]

Assistant County Attorney





## MEMORANDUM

### **Facilities Development & Operations Department**

**Property & Real Estate  
Management Division**

2633 Vista Parkway

West Palm Beach, FL 33411

Telephone - (561) 233-0217

Facsimile - (561) 233-0210

[www.pbcgov.com/fdo](http://www.pbcgov.com/fdo)

**Palm Beach County  
Board of County  
Commissioners**

Priscilla A. Taylor, Mayor

Paulette Burdick, Vice Mayor

Hal P. Valeche

Shelley Vana

Steven L. Abrams

Mary Lou Berger

Jess R. Santamaria

**County Administrator**

Robert Weisman

*"An Equal Opportunity  
Affirmative Action Employer"*

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

**THRU:** Audrey Wolf, Director *A. Wolf*  
Facilities Development & Operations Department

**FROM:** Ross C. Hering, Director  
Property & Real Estate Management Division *RCH*

**DATE:** July 11, 2014

**RE:** **Property Review Committee (PRC)  
Seat No. 1 At-Large Appointment**

The PRC is an advisory board that is charged with reviewing, evaluating and advising the Board regarding certain real estate transactions involving the purchase (including eminent domain), sale or exchange of real property upon specific triggers being met or value thresholds exceeded. The PRC has five seats that are each appointed at-large by the Board for a term of three (3) years. The PRC currently has a diversity breakdown of: (i) 1 African-American male (eminent domain attorney); (ii) 2 Caucasian females (MAI certified appraiser and representative with land planning expertise); and (iii) 2 Caucasian males (representative of PBC Property Appraiser's Office and licensed real estate broker).

Thomas Barnhart (representative of PBC Property Appraiser's Office) was appointed to a second term as the PRC Seat No. 1 representative on October 4, 2011. Mr. Barnhart's current term expires on September 30, 2014. Mr. Barnhart has informed us that he will not pursue a final term due to his participation in the FRS DROP program and mandatory employment separation date of no later than May 31, 2016. The Property Appraiser's Office opted to identify other candidates and transition its role on the PRC at this time as opposed to facing a mid-term replacement for Mr. Barnhart. Gary R. Nikolits, CFA, Palm Beach County Property Appraiser, has nominated Diane Pendleton, MAI, CFE, as a candidate to replace Mr. Barnhart. Mr. Nikolits' formal nomination, which includes additional information on Ms. Pendleton, is attached for the Board's review and consideration.



**The appointment of members to the PRC is within the discretion of the Board. In the event that the Board provides no alternative nominees that are qualified for PRC Seat No. 1 (must be a representative from the Palm Beach County Property Appraiser's Office) prior to July 28, 2014, FD&O/PREM staff will prepare an agenda item recommending the appointment of Ms. Pendleton at the September 9, 2014 Board Meeting.**

RCH/rem

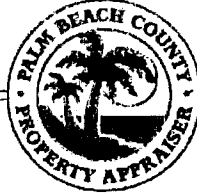
Attachment

cc: Robert Weisman, County Administrator  
R. Eric McClellan, Senior Planner  
Shawn Bobo, Administrative Secretary  
Patty Hindle, Agenda Coordinator  
Howard J. Falcon III, Assistant County Attorney

G:\PREM\PRC\Appointments\Diane Pendleton 2014\Memo to BCC-Pendleton.docx

GOVERNMENTAL CENTER - FIFTH FLOOR  
301 NORTH OLIVE AVENUE  
WEST PALM BEACH, FLORIDA 33401  
TEL: (561) 355-3230 FAX: (561) 355-3963

GARY R. NIKOLITS, CFA  
PALM BEACH COUNTY  
PROPERTY APPRAISER



June 24, 2014

Mr. Ross C. Herring, Director  
Property and Real Estate Management Division  
2633 Vista Center Parkway  
West Palm Beach, FL 33411

RE: Property Review Committee Appointment - Seat No. 1

Dear Mr. Herring:

As you have probably already heard, Tom Barnhart has withdrawn his name from consideration for reappointment to his seat on the PRC. Mr. Barnhart will be retiring prior to the end of a new term.

In accordance with Ordinance No. 2009-052 and Resolution R2013-1421 I would like to nominate Ms. Diane Pendleton to replace Mr. Barnhart as a member of the PRC. Ms. Pendleton currently serves as the Manager of my Agricultural Department and previously worked as a Senior Appraiser in my Commercial Appraisal Department. In addition she holds the MAI professional designation awarded by the Appraisal Institute.

I have included a copy of Ms. Pendleton's application and qualifications.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary R. Nikolits".

Gary R. Nikolits, CFA  
Property Appraiser

cc: Eric McClellan, Senior Planner  
PREM

WEST COUNTY  
SERVICE CENTER  
2976 STATE ROAD 15  
BELLE GLADE, FL 33430  
TEL: (561) 996-4890  
FAX: (561) 996-1661

NORTH COUNTY  
SERVICE CENTER  
3188 PGA BLVD., SUITE 2301  
PALM BEACH GARDENS, FL 33410  
TEL: (561) 624-6521  
FAX: (561) 624-6565

MID-WESTERN COMMUNITIES  
SERVICE CENTER  
200 CIVIC CENTER WAY, SUITE 200  
ROYAL PALM BEACH, FL 33411  
TEL: (561) 784-1220  
FAX: (561) 784-1241

SOUTH COUNTY  
SERVICE CENTER  
14925 CUMBERLAND DR.  
DELRAY BEACH, FL 33446  
TEL: (561) 276-1250  
FAX: (561) 276-1278