

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**BOARD APPOINTMENT SUMMARY**

3H-6

**Meeting Date:** September 22, 2015  
**Department:** Facilities Development & Operations  
**Advisory Board:** Property Review Committee

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: the reappointment of Kathy W. Evans, MAI and Neil Merin, CCIM, SIOR to the Palm Beach County Property Review Committee (PRC) for a term of three (3) years commencing October 1, 2015:

Reappointment Member	Seat No.	Seat Requirement	Term	Nominated by:
Kathy W. Evans, MAI	2	A representative from Martin County Property Appraiser's Office; Broward County Property Appraiser's Office; or an MAI certified appraiser with offices in PBC and expertise in the appraisal of PBC real estate	October 1, 2015 – September 30, 2018	Comm. Abrams Comm. Burdick Comm. McKinlay Comm. Valeche
Neil Merin, CCIM, SIOR	3	A licensed real estate broker with an office in PBC and expertise in PBC commercial real estate	October 1, 2015 – September 30, 2018	Comm. Abrams Comm. Burdick Comm. McKinlay Comm. Valeche

**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 BCC and the term limits. Each member is now appointed to serve a term of three (3) years with a limit of three (3) consecutive terms served, which term begins October 1<sup>st</sup> and ends on September 30<sup>th</sup>. Ms. Evans has served on the PRC for the duration of a three (3) year term for Seat No. 2 expiring on September 30, 2015. Mr. Merin has served on the PRC for the duration of a three (3) year term for Seat No. 3 which also expires on September 30, 2015. Both individuals have agreed, if reappointed, to continue to serve as representatives for Seat Nos. 2 and 3, respectively, on the PRC. Both seats are for a term commencing October 1, 2015, through September 30, 2018. A memorandum dated July 8, 2015, was circulated to the BCC requesting support of Ms. Evans' and Mr. Merin'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 BCC 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) 3 Caucasian females; and (iii) 1 Caucasian male. Both seats are for a term commencing October 1, 2015, through September 30, 2018, which is the final term for each individual as they have reached the term limits. Although both of these individuals began their initial three (3) year term on August 17, 2010, Resolution No. 2013-1421 states current members' terms shall begin on October 1<sup>st</sup> and expire on September 30<sup>th</sup> of the year in which their term expires.

**Attachments:**

1. Advisory Board Nominee Information Form
2. Qualifications of Kathy W. Evans and Neil Merin
3. Current List of Board Members
4. Resolution No. 2013-1421
5. Nomination Request Memorandum dated July 8, 2015 (without attachments)

**Recommended by:**

*Raf. Arroyo-Wong*

8/21/15

Department Director

Date

**Legal Sufficiency:**

*H. J. F.*

8/28/15

Assistant County Attorney

Date

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

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**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: August 17, 2015 To: August 16, 2018

Seat Requirement: A Representative from Martin County Property Appraiser's Office; Broward County Property Appraiser's Office; or an MAI certified appraiser with offices in PBC and expertise in the appraisal of PBC real estate Seat #: 2

☒ \*Reappointment or ☐ New Appointment

or ☐ to complete the term of \_\_\_\_\_ Due to: ☐ resignation ☐ other

Completion of term to expire on: \_\_\_\_\_

\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: N/A

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

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

Name: Evans Kathy W.  
Last First Middle

Occupation/Affiliation: MAI certified appraiser with offices in PBC

Owner ☒ Employee ☐ Officer ☐

Business Name: Evans Valuation Services

Business Address: 18286 River Oaks Drive

City & State Jupiter, Florida Zip Code: 33458

Residence Address: 18286 River Oaks Drive

City & State Jupiter, Florida Zip Code: 33458

Home Phone: ( ) Business Phone: (561) 746-2475 Ext. \_\_\_\_\_

Cell Phone: (561) 371-3519 Fax: (561) 746-2475

Email Address: Evansmai@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

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☒ NONE

All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Keep in mind this requirement is on-going.

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☒ By watching the training program on the Web, DVD or VHS  
☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: [Signature] Printed Name: Kathy W. Evans Date: 7-8-2015

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: S. Abrams <sup>15</sup> Date: 7-16-15

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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BOARDS/COMMITTEES APPLICATION**

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Last First Middle

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

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

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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: [Signature] Date: 7-14-2015

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Revised 08/01/2011

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Commissioner's Signature: [Signature] Date: 7/16/15

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Revised 08/01/2011

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\*Applicant's Signature: Kathy W. Evans Printed Name: Kathy W. Evans Date: 7-8-2015

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2633 Vista Parkway, West Palm Beach, FL 33411

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Commissioner's Signature: Ross C. Hering Date: 7/15/15

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Revised 08/01/2011

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

Name: Merin Neil  
Last First Middle

Occupation/Affiliation: Real Estate  
Owner ☒ Employee ☐ Officer ☒

Business Name: Merin Hunter Codman

Business Address: 1601 Forum Place

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

Residence Address: 12347 Plantation Lane

City & State North Palm Beach, FL Zip Code: 33408

Home Phone: (561) 247-5050 Business Phone: (561) 471-8000 Ext.

Cell Phone: ( ) Fax: (561) 640-7844

Email Address: nmerin@mhcreal.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: \_\_\_\_\_

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\*Applicant's Signature: \_\_\_\_\_ Printed Name: Re. I. M. M. Date: July 7, 2015

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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: S. Abrams Date: 7-16-15

**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: August 17, 2015 To: August 16, 2018

Seat Requirement: Licensed real estate broker with an office in PBC and expertise in PBC commercial real estate Seat #: 3

☒ \*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: N/A

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

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

Name: Merin Neil  
Last First Middle

Occupation/Affiliation: Real Estate  
Owner ☒ Employee ☐ Officer ☒

Business Name: Merin Hunter Codman

Business Address: 1601 Forum Place

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

Residence Address: 12347 Plantation Lane

City & State North Palm Beach, FL Zip Code: 33408

Home Phone: (561) 247-5050 Business Phone: (561) 471-8000 Ext.

Cell Phone: ( ) Fax: (561) 640-7844

Email Address: nmerin@mhcreal.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

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☒ NONE

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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: \_\_\_\_\_ Printed Name: R. J. Miller Date: July 7, 2015

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: Paula Beth Burdick Date: 7-14-2015

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

Revised 08/01/2011

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

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City & State: North Palm Beach, FL Zip Code: 33408

Home Phone: (561) 247-5050 Business Phone: (561) 471-8000 Ext. \_\_\_\_\_

Cell Phone: ( ) Fax: (561) 640-7844

Email Address: nmerin@mhcreal.com

Mailing Address Preference: ☒ Business ☐ Residence

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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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AND

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\*Applicant's Signature: \_\_\_\_\_ Printed Name: He. / M. / n Date: Jul 17, 2015

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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: 9/22/15

Commissioner's Signature: Melissa McKeel Date: 7/16/15

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Revised 08/01/2011

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BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

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**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: \_\_\_\_\_ Printed Name: Re. I. M. N. Date: July 7, 2015

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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: Re. R. Vallecho Date: 7/15/15

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

Revised 08/01/2011



**QUALIFICATIONS - KATHY WATSON EVANS, MAI**

Evans Valuation Services  
18286 River Oaks Drive  
Jupiter, FL 33458  
(561) 746-2475  
[evansmai@comcast.net](mailto:evansmai@comcast.net)

Professional Designations and Certifications

Member, Appraisal Institute, with MAI designation, #49245.  
Florida State-Certified General Real Estate Appraiser RZ 294.  
Florida Registered Real Estate Broker Associate BK0315087.

Real Estate Experience

Owner, Evans Valuation Services - Real Estate Appraiser, Broker, and Consultant since 1991.  
Appraisal Consultant, Callaway & Price, Inc., November, 1993 to June, 2000.  
Martin County Area Manager, Callaway & Price, Inc., Stuart, 10/92 - 9/93.  
Appraisal Consultant, Callaway & Price, Inc. February, 1985 - September 1992.  
Appraiser/Researcher, Callaway & Price, Inc. from September, 1982 to February, 1985.

Education

Bachelor of Arts In Business Administration, Dual Majors in Real Estate and Risk Management;  
and Finance, Florida State University, 1981.  
American Institute of Real Estate Appraisers - Multiple Courses for Accreditation  
Society of Real Estate Appraisers - Multiple Courses for Accreditation  
Appraisal Institute Seminars - Ongoing  
Real Estate Brokerage - Ongoing Continuing Education and Seminars.

Types of Property Appraised

Appraisals made on the following types of property throughout Florida for individuals, attorneys, banks, corporations, government agencies, and mortgage companies:

Acreage (Agricultural, Commercial,  
Residential and Industrial)  
Apartment Buildings  
Condominiums (Individual Units and  
Discounted Sellouts of Total Projects)  
Planned Unit Developments  
Country Clubs/Golf Courses  
Office Buildings  
Shopping Centers  
Hotels/Motels  
Commercial Buildings  
Financial Institutions  
Easements (Road, Conservation,  
Air Rights, etc.)

Special Purpose  
Funeral Homes  
Restaurants/Night Clubs  
Automobile Agencies  
Office/Business Parks  
Industrial Buildings  
Environmentally Sensitive Land  
Natural Springs  
Multiple Use Developments  
Residential Subdivisions  
Single Family Residences  
Oil, Mineral, & Gas Rights  
Ranches



**QUALIFICATIONS - KATHY WATSON EVANS, MAI - continued**

**Organizations and Affiliations:**

**Appraisal Institute:**

Assistant Regional Member, Regional Ethics & Counseling Panel, SE Region, 1995-2003.  
Member, Regional Ethics and Counseling Panel, Southeast Region, 1990 to 2003.  
Member, South Florida/Caribbean Chapter Admissions Committee, 1990 to 2000.  
Property Appraisal Adjustment Board For Palm Beach County, Special Master, 1989, 1996.  
Palm Beach County Property Review Committee, 2010 to Present.  
The Corcoran Group, Broker-Associate, 2010 to Present.

**Notable Appraisal Credits**

**Town Of Golfview.** An extensive Appraisal and Market Study on an entire town in Palm Beach County, Florida - major Concurrency and demand constraints involved/1992 & 1994.

**Section 28 Inc. versus Martin County.** Valuation of a proposed 638 acre golf course community in Martin County, Florida for litigation purposes - significant Highest and Best Use issues/1994.

**Section 6.** An undeveloped 150 acre site within heart of urban area with unlimited development potential, i.e., office, retail, industrial, residential, golf course, etc. Assignment involved extensive appraisal analyzes and market study, with emphasis on in-depth highest and best use study due to unlimited development potential and severe Concurrency and demand constraints/1994.

**Pal-Mar 14,600 Acres in Palm Beach and Martin Counties.** Severe wetland and environmental issues involved/1994&1996.

**Veterans Highway Extension (Suncoast Parkway).** Member of a team of consultants working for the Florida Turnpike Authority on the acquisition and construction of a new Interstate in Hernando and Pasco Counties extending the existing Veterans Highway. Condemnation involved/1994, 1995, 1996.

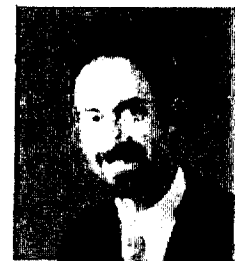
**Medalist II.** The proposed Phase 2 of the Medalist Golf Club containing 951.46 acres in Hobe Sound. Approximately 61% of the site was considered wetland area, plus various areas were "occupied scrub jay habitat." As such, the development potential of the property was in question and a detailed analysis was required to address the various concerns/1996.

**Gulfstream Pipeline.** Member of a statewide team involved with the appraisal valuation of properties expected to be impacted by the installation of a statewide natural gas line. Potential Condemnation involved/2000.

**Western Beltway.** Member of a team of consultants working for the Florida Turnpike Authority on the acquisition and construction of a new Interstate in Orange and Osceola Counties connecting Interstate 4 with Florida's Turnpike, west of Disney. Condemnation involved/1999, 2000, 2001.

**North Palm Beach County Project Implementation Report.** Member of a team of consultants hired by the SFWMD relative to the Comprehensive Everglades Restoration Project (CERP). My responsibilities encompass the real estate related issues including real estate data collection and gross appraisal, 2002 to 2011.

**Outside Reviewer for South Florida Water Management District (SFWMD) and Southwest Florida Water Management District (SWFWMD).** Independent Contractor reviewing appraisals of other appraisers for work related to the Everglades Restoration Project and the Florida Forever Program. Focus is on compliance with Uniform Standards of Professional Appraisal Practice (USPAP), Uniform Appraisal Standards for Federal Land Acquisitions (Yellow Book), South Florida Water Management District (SFWMD) Standards and Southwest Florida Water Management District (SWFWMD) Standards, Reviewer for SFWMD - 2002 to present; reviewer for SWFWMD - 2009 to present.



## Neil E. Merin, CCIM, SIOR

### Chairman

#### Scope of Services

Specialty within the commercial real estate field involves the sale and leasing of investment properties.

#### Background & Experience

Mr. Merin is a commercial real estate expert with a broad background in all phases of commercial real estate work, including investment sales, tenant representation, site acquisition, development consulting, corporate facilities, and industrial facilities. Mr. Merin's specialty within the commercial real estate field involves the sale and leasing of office and retail facilities. Over the past 20 years, Mr. Merin has represented both owners and tenants in over 30,000,000 square feet of property negotiations representing over \$7 billion in real estate transactions. Mr. Merin is the founder and Chairman of NAI Merin Hunter Codman, Inc., a property management company in West Palm Beach is currently responsible for managing 5,000,000 square feet of office and retail space and, in addition, is the largest commercial real estate firm in Palm Beach County.

#### Education

Mr. Merin is a graduate of Deerfield Academy and Boston University's School of Management. He was contributing editor and developer of the Code of Ethics for the Society of Industrial and Office Realtors, has authored numerous articles on commercial real estate and is the co-author of several professional books on tenant representation and commercial real estate practices.

#### Professional Affiliations & Designations

- Society of Industrial and Office Realtors (SIOR)
- Certified Commercial Investment Member (CCIM)
- Advisory Board of National Association of Industrial and Office Properties (NAIOP), South Florida Chapter
- The Palm Beach County Planning Commission
- Board of Directors of the Chamber of the Palm Beaches
- Board of Directors of the Economic Council of Palm Beaches
- Chair of the Palm Beach County Property Review Committee
- Board Member of the Business Development Board of Palm Beach County
- Regional Board of Directors of the American Red Cross Palm Beaches-Treasure Coast
- Adjunct Professor of Real Estate Studies at Florida Atlantic University
- Board Member and Past Chair of the Easter Seals Society of Palm Beach
- Board Member of the Children's Place at Home Safe
- Board Member of the Anti Defamation League of Palm Beach

#### Significant Transactions

Sale	Sales Price
AT&T	\$250,000,000
Fairway Office Park	\$250,000,000
Airport Center	\$107,000,000
Financial Centre at the Gardens	\$75,000,000
Golden Bear Plaza	\$76,000,000

1601 Forum Place Suite 200  
West Palm Beach, Florida 33401  
merinlistings@mhcreal.com  
+1 561 471 8000  
mhcreal.com



**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	Diane L. Pendleton  1256 Holly Cove Dr Jupiter FL 33458	Member	CA	F	561-746-5938	PBC Property Appraiser Rep.	10/01/2014		09/30/2017
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	_____	<u>X</u>	_____
Comm. Priscilla A. Taylor, Vice Mayor	_____	<u>X</u>	_____
Comm. Hal R. Valeche	_____	<u>X</u>	_____
Comm. Paulette Burdick	_____	<u>X</u>	_____
Comm. Shelley Vana	_____	<u>X</u>	_____
Comm. Mary Lou Berger	_____	<u>X</u>	_____
Comm. Jess R. Santamaria	_____	<u>X</u>	_____

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: Sharon R. Bock

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



**Palm Beach County  
Board of County  
Commissioners**

Shelley Vana, Mayor

Mary Lou Berger, Vice Mayor

Hal R. Valeche

Paulette Burdick

Steven L. Abrams

Melissa McKinlay

Priscilla A. Taylor

**County Administrator**

Robert Weisman

*"An Equal Opportunity  
Affirmative Action Employer"*

**TO:** Shelley Vana, Mayor  
and Board of County Commissioners

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

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

**DATE:** July 8, 2015

**RE:** Property Review Committee (PRC)  
Seat Nos. 2 and 3 At-Large Appointments

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) 3 Caucasian females (1 MAI certified appraiser, 1 representative of PBC Property Appraiser's Office and 1 land planning expert); and (iii) 1 Caucasian male (licensed real estate broker).

Ms. Evans (MAI certified appraiser) and Mr. Merin (licensed real estate broker) were appointed to the PRC on August 17, 2010, to serve an initial two (2) year term for Seat Nos. 2 and 3 respectively. Both were then reappointed for a three (3) year term that expires on September 30, 2015. Both individuals have agreed, if reappointed, to continue to serve on the PRC for a final three (3) year term ending September 30, 2018.

Staff recommends the reappointment of both individuals on account of their fulfillment of seat-specific requirements, individual qualifications, beneficial contributions, perfect attendance record and continued interest in being of service. Additional information for each individual 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 Nos. 2 and/or 3 prior to July 31, 2015, FD&O/PREM staff will prepare an agenda item recommending the reappointment of Ms. Evans and Mr. Merin at the September 22, 2015, Board Meeting.**

Attachments

cc: Robert Weisman, County Administrator  
R. Eric McClellan, Director FD&O Strategic Planning  
Margaret Jackson, Real Estate Contract Analyst  
Shawn Bobo, Administrative Secretary  
Patty Hindle, Agenda Coordinator  
Howard J. Falcon III, Assistant County Attorney