

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY

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Meeting Date: June 20, 2017  
Department: Planning, Zoning & Building Department  
Submitted By: Building Division  
Advisory Board Name: Construction Board of Adjustments and Appeals  
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I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: Appointment of one new member to the Construction Board of Adjustments and Appeals (CBAA).

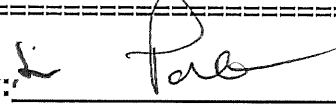
<u>Appoint</u>	<u>Seat</u>	<u>Requirement</u>	<u>Term</u>
Steven Markel	6	HVAC Contractor	6/20/2017-6/19/2020

**Summary:** Steven Markel has submitted an application to serve a three-year term as the HVAC contractor on the Construction Board of Adjustment and Appeals (the "Board"). The term of office for Board members is three years, with a limit of three consecutive three-year terms. The Board has 11 seats, 9 currently filled and a diversity count of Caucasian: 8 (89%) and Hispanic: 1 (11%). The gender ratio (female:male) is 1:8. The applicant is a Caucasian male. Staff has addressed the need to increase diversity within our boards and will continue to encourage this in an effort to expand the Board's diversity. Countywide (SF)

**Background and Justification:** Palm Beach County Ordinance 89-31, as amended in 2002, established the Construction Board of Adjustment and Appeals. Per Palm Beach County Ordinance 2015-028, Palm Beach County Amendments to the Florida Building Code, 5<sup>th</sup> Edition (2014), the Board is comprised of nine regular members: one architect; one engineer; two Division 1 contractors (general, building, or residential contractors); one electrical contractor; one HVAC contractor; one plumbing contractor; a member at large from the public; and any other contractor licensed category. In addition to these members, there should be two alternate members: one member with the qualifications referenced above; and one member at large from the public. As defined in Section 113.3 of the Palm Beach County Amendments to the Florida Building Code, the Board shall have the power to hear appeals of decisions and interpretations of the Building Official, and consider variances of the technical codes. The Board shall establish rules and regulations for its own procedures consistent with the provisions of this code. The Board shall meet within 30 calendar days after Notice of Appeal has been received.

**Attachments:**

1. Board/Committees Application for Steven Markel
2. Resume for Steven Markel
3. Section 113 of the Palm Beach County Amendments to the Florida Building Code, 5th Edition (2014)

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Recommended By:  5/22/17  
Department Director Date

Legal Sufficiency:  5/25/17  
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

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Department Director

Date

REVISED 06/92  
ADM FORM 03  
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

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: Construction Board of Adjustments and Appeals Advisory [ ] Not Advisory [ X ]

[ X ] At Large Appointment or [ ] District Appointment / District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: 6/20/2017 To: 6/19/2020

Seat Requirement: HVAC Contractor Seat #: 6

[ ] \*Reappointment or [ X ] New Appointment

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

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

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

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: MARKEL STEVEN EDWARD Last First Middle

Occupation/Affiliation: MECHANICAL - HVAC CONTRACTOR Owner [ ] Employee [ ] Officer [ ]

Business Name: COMPLETE ENVIRONMENTAL SOLUTIONS

Business Address: 1700 PARK LANE SOUTH, SUITE 7

City & State: JUPITER, FL Zip Code: 33458

Residence Address: 5561 SHIRLEY DRIVE

City & State: JUPITER, FL Zip Code: 33458

Home Phone: (561) 746-1458 Business Phone: (561) 747-2862

Cell Phone: (561) 662-9473 Fax: (561) -

Email Address: STEVE@COMPLETE.

Mailing Address Preference: [X] 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: [X] Male [ ] Female [ ] Native-American [ ] Hispanic-American [ ] Asian-American [ ] African-American [X] Caucasian

**Section II Continued:**

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

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____
(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.palmbeachcountylethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 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 2-5 2017
- 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: STEVEN E. MARKEL Date: 2-10-17

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](http://www.palmbeachcountylethics.com) or contact us via email at [ethics@palmbeachcountylethics.com](mailto:ethics@palmbeachcountylethics.com) or (561) 355-1915.

**Return this FORM to:**  
Jacquelyn Anderson, Palm Beach County PZ&B, Building Division  
2300 North Jog Road, West Palm Beach, Florida 33411

**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 02/01/2016



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### Steven Markel

President at Complete Environmental Solutions

Complete Environmental Solutions • Appalachian State University  
West Palm Beach, Florida Area • 500+

Executive Management: President

Operations Management, Business Development, Program Management

Visionary Executive leader with extensive expertise in operations management, organizational enhancement, program management, sales proliferation and marketing development for both corporate and private industry. Significant history in team building with ongoing supervision and over-attainment of organizational goals. High functional ability in policy and procedure development, conflict resolution, and reduced risk exposure using innovative methodology resulting in high universal acceptance. Results driven leader able to successfully coordinate complex relationships while garnering greater broad based loyalty and buy-in by both team members and clients.

Specialties: Air System Design and Engineering, Biological Assessment of Indoor Environments, Organizational Modeling, Logistics, Lean Operations Strategy, Customer Assurance [See less](#)

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Speak With A SnapCap Loan Officer Today. SnapCap - A Better Way To Borrow.
- Operations Executives**  
Supercharge your leadership sk with an MBA from top CEO Jac Welch.
- 6 Safety Ideas for 2017**  
Learn the 6 ideas shaping safel work for 2017 & share with wor teams.

13 Who's viewed your profile

0 Views of your share

See connections (500+)

#### Contact and Personal Info

Steven's Profile, Websites, and Email

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#### People Also Viewed

- Jennifer Holland**  
Executive Consultant at Rodan + Dermatologists
- Denise Barry**  
Account Executive at Joe Gabbe Associates
- Rick Pierson** • 3rd  
Director, Banking Practice at Th Company
- Tracy Friedman** • 3rd  
Senior Vice President
- Jake Seltzer** • 3rd  
Owner at Heady 710 Wholesale
- Sean Comfort** • 3rd  
—
- Danielle Beliveau-Derion** • 2  
Ed.D
- Ramsay Bulkeley** • 3rd

#### Experience

##### President

Complete Environmental Solutions  
Jan 2010 – Present • 7 yrs 2 mos

Following more than nine years of experience as the Director of Operations in an Air Conditioning Company with a 24 year history in the West Palm Beach and surrounding areas, Steven Markel formed Complete Environmental Solutions in 2009. Mr. Markel is a State Certified Mechanical Contractor based in Jupiter, Florida with all required licenses, insurance, and certifications required to perform Mechanical Contracting work anywhere in the State of Florida. As an authorized dealer for all major brands of Air Conditioning Equipment, we can Install, Maintain, Repair, or Service any type of system quickly with minimum interruption to lifestyle or business needs. Additionally, our phones are answered LIVE 24 hours a day, seven days a week for our clients' convenience.

Complete Environmental Solutions has extensive experience in:

- Large Multi-zone single family homes
- Single family homes
- Garden/Townhouse type apartments
- Multi-story condominium
- Light to medium commercial office and retail spaces

In July 2010 Complete Environmental Solutions acquired the assets ICE Air Conditioning, which was a value added benefit for the new organization. This aquisition allowed for an increased growth curve and quick development of a loyal clientele base. Many of these clients are still retained now, in 2017.

Complete Environmental Solutions has expanded our service offerings to now include Automatic Standby Generator Installation, Repair, and Service using industry leading products from Cummins-Onan, Kohler, and MTU.



Q Search

Try Premium  
for Free**Construction Industry Consultant**

Gerson Lehman Group

Apr 2009 – Present • 7 yrs 11 mos

I perform Business, Design, and Remediation Consulting Assignments with Air Conditioning and Mechanical Contractors, Distributors, and Suppliers within the Continental United States.

See less ^

**Director of Operations**

West Palm Beach A/C Contractor

Jul 2001 – Jan 2010 • 8 yrs 7 mos

Oversee all day to day operations including accounts receivable, accounts payable, budgeting, contract development, customer service, fleet maintenance and purchase, human resources, inventory control, lead generation, payroll, procurement, and scheduling of service activities. Develop and maintain marketing plans to increase customer base while being able to re-sell existing clients new services. Cultivate new areas of business and train management and staff in roles to propagate success.

See less ^

**National Wellness Clinic Director**

National Medical Practice / Corporation

Jan 1997 – Jan 2001 • 4 yrs 1 mo

Manage ongoing functions of oversight involving clinical operations with direct reports of 10 Regional Managers and overall 116 Doctors and 450+ paraprofessionals in 37 states. Forecast, analyze and administer nine million dollar (plus) budget. Conduct extensive nationwide telephone consultations & hiring in order to staff new and existing locations. Develop compelling alliances with strategic partners to enhance market capture. Assess and evaluate new market areas for potential operational locations. Maintain daily/weekly communications with Regional Managers to ensure attainment of budgetary goals while retaining high standards of quality control. Train Regional Managers and Teams utilizing "out of the box" thinking to further practice mission to help more clients. Conduct yearly educational symposiums for Regional Managers to further Practice doctrine and address common issues from the field. Solicit franchise sales to convert all existing locations practice-owned locations to privately owned franchises.

Authored a one-hundred and twenty six page training manual for Regional Managers which standardized services nationwide.

Developed Healthcare Package Program that delivered more care to each client and increased gross revenue of the division over twenty three percent.

Traveled extensively on a national basis to all clinical locations in 37 states on a rotational basis.

Received an award from all Officers and Directors of the Practice for Meritorious Service in fulfillment of Practice Ideals

See less ^

**Eastern Regional Training Developer**

National Medical Practice

Jan 1996 – Jan 1997 • 1 yr 1 mo

Responsible for indoctrination, training, and re-training of all new and existing hospitals in the eastern half of the United States. Delineate new training initiatives that medical teams used successfully to remove "barriers" of care for consumers. Instruct teams in communication skills to address and diffuse objections. Promote inter-discipline team work within hospital structure to maximize delivery of care. Identify and propagate exemplary team members for leadership positions within individual locations. Educate and gain buy in from each hospitals leadership team in overcoming "barriers" to performance.

Opened eleven new hospitals in the Eastern Seaboard Region and Great Plains States.

Assisted multiple Medical Teams in re-training and goal setting to result in a majority of those teams exceeding all previous "plan" sales goals.

Received numerous requests from Regional Directors outside of my operational area to assist with training and re-training of their medical teams.

Developed "hospital flow" model to help medical teams deliver care to more clients in a given amount of time.

Awarded promotion to National Management level with Medical Management International following achievements in this

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Chuck Patterson • 3rd

-



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### Hospital Director

National Medical Practice  
Jun 1995 – Jan 1996 • 8 mos

Facilitated the start up of two brand new hospitals in a new market for the Practice; Define scheduling parameters, indentify peak service hours, delineate elective surgical schedule to maximize productivity during down time. Manage inventory and ordering of medical supplies. Assist all team members in completion of educational modules to ensure adherence to Practice Medical Policy. Work with strategic partners to maximize visibility in the store.

One of these teams won a National Medical Care Award that garnered accolades Practice-wide. Personally enrolled more clients in health plans than any other team member in Jacksonville locations in 1997

Awarded Traveling Position with Medical Management International following successes in this

See less ^

### Skydiving Instructor

Master Skydiver  
Jan 1988 – Jan 1990 • 2 yrs 1 mo

While attending University of Florida, I became a Master Skydiver/Instructor and taught fellow university students how to skydive.

See less ^

See fewer positions ^

### Education



**Appalachian State University**  
BS, Medicine, Biology, Chemistry  
1992 – 1995



**University of Florida**  
Associate of Science Degree, Chemistry and Business  
1990 – 1992

### Palm Beach College

Associate of Science, Biological Sciences  
1987 – 1988

### Volunteering Experience & Causes

#### Board Member

Watauga County Humane Society  
Jun 1993 • 1 mo  
Animal Welfare

For three years, I sat as a Board Member for the Watauga County Humane Society. While there, the organization cared for and placed in homes hundreds of dogs and cats, all the while continuing to gain community support and funding for a new Shelter Facility.

See less ^

### Featured Skills & Endorsements

Add a new skill

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Maria Esch and 60 connections have given endorsements for this skill

Bradley Haniak and 53 connections have given endorsements for this



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Management · 33



Bradley Haniak and 32 connections have given endorsements for this skill

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Recommendations

Ask to be recommended

Received (6)

Given (2)

Steve is what everyone hopes for in a contractor. On time, reliable, and honest. I have referred him to everyone I know. Carin Wagner



Carin Wagner

Exhibiting Fine Artist

March 30, 2012, Carin was a client of Steven's

I can highly recommend Steven Markel with Complete Environmental Solutions for any and all A/C service. He has replaced two complete units in my home within the last few years and he is always very professional and knowledgeable. I appreciate his honesty and his work ethic. Two thumbs up for Steve!



Brett Hawkins

Partner- Chumney & Associates

September 26, 2011, Brett was a client of Steven's

View 4 more recommendations

Accomplishments



Certification

NATE Certification (North American Technical Excellence)

See more



Project

Automatic Standby Generator Installation

See more

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CEOs of the Palm Beaches

80 members

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Appalachian State University

79,036 followers



Appalachian State University

80,450 followers



Pulse

1,449,002 followers



University of Florida

327,437 followers

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SECTION 113  
CONSTRUCTION BOARD  
OF ADJUSTMENT AND APPEALS

*113.1 Appointment.* There is hereby established a board to be called the Construction Board of Adjustment and Appeals, which shall consist of nine regular members and two alternates. The applicable governing body shall appoint the Board.

*113.2 Membership and Terms.*

*113.2.1 Membership.* The Construction Board of Adjustment and Appeals shall consist of nine regular members plus two alternate members. Regular board members shall be composed of individuals with knowledge and experience in the technical codes to include, to the greatest extent possible, an architect, engineer, two Division I contractors (GC, BC, or RC), electrical contractor, HVAC contractor, plumbing contractor, a member at large from the public, and any other contractor licensed category. In addition to the regular members, there should be two alternate members, one member with the qualifications referenced above and one member at large from the public. A board member shall not act in a case in which he or she has a personal or financial interest.

*113.2.2 Terms.* The terms of office of the regular board members shall be for three (3) years and staggered so no more than one-third of the board is appointed or replaced in any 12-month period. The two alternates shall serve three-year terms. Vacancies shall be filled for an unexpired term in the manner in which original appointments are required to be made. No board member shall be appointed or re-appointed to this board for more than three (3) consecutive, three (3) year terms.