

36-1

Agenda Item #: _____

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: 02/06/2018

Department: Office of Financial Management and Budget

Advisory Board: Impact Fee Review Committee

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to: Approve the appointment of Gail Coniglio to the Impact Fee Review Committee to complete the unexpired term of Jerry Beavers for the period February 6, 2018 – March 9, 2018 and an appointment for a new three-year term from March 10, 2018 – March 9, 2021.

<u>Nominee</u>	<u>Seat No.</u>	<u>Requirement</u>	<u>Nominated By</u>
Gail Coniglio	3	Municipal	Commissioner Kerner Mayor McKinlay Commissioner Valeche Commissioner Burdick Commissioner Abrams

Summary: The Impact Fee Review Committee (IFRC) is composed of seven (7) members and three (3) alternate members. The voting membership of the IFRC shall include three (3) representatives from municipalities within PBC, three (3) representatives from the business community, and one (1) member selected at-large. The alternate members shall include one (1) representative from each of the three (3) categories listed above. This agenda item provides for the appointment of Gail Coniglio to complete the unexpired term of Jerry Beavers for the period 02/06/2018 – 03/09/2018 and an appointment for a new three-year term for the period 03/10/2018 – 03/09/2021. Gail Coniglio has completed the required ethics training. This Committee has 7 seats, 5 seats currently filled and diversity count of Caucasian: 4 (80%), African American: 1 (20%). The gender ratio (female: male) is 1:4. This nominee is a Caucasian female.

Countywide (LB)

Background and Justification: Article 2 of the Unified Land Development Code (ULDC) provides for an Impact Fee Review Committee. The Committee has the following powers and duties under the provisions of the Code:

1. Submit a report to the BCC whenever PBC conducts a full review or update of the impact fee system.
2. Review amendments to Article 13, Impact Fees.
3. Perform such other duties, as the BCC deems appropriate.

This agenda item provides for the appointment of Gail Coniglio to fulfill the unexpired term of Jerry Beavers that expires 03/09/2018 and an appointment to a new three-year term for the period 03/10/2018 – 03/09/2021.

Attachments:

- A. Advisory Board Information Form, Resume
- B. Current Impact Fee Review Committee Membership List
- C. Article 2 of the ULDC
- D. Notice to Commissioners

Recommended by: Sherry Brown 1/23/18
Department Director Date

Legal Sufficiency: [Signature] 1/23/18
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION

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

Section I (Department): (Please Print)

Board Name: Impact Fee Review Committee Advisory Not Advisory

At Large Appointment or District Appointment / District #: _____

Term of Appointment: 3 Years. From: Present To: _____

Seat Requirement: municipal rep Seat #: 3

Reappointment or New Appointment

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

Completion of term to expire on: 3/9/18

*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: Conglio Giul
Last First Middle

Occupation/Affiliation: Mayor/Town of Palm Beach
Owner Employee Officer

Business Name: Town of Palm Beach

Business Address: 360 South County Road
City & State: Palm Beach, FL Zip Code: 33480

Residence Address: 1139 North Ocean Blvd.
City & State: Palm Beach, FL Zip Code: 33480

Home Phone: () Business Phone: (561) 838-5414 ext.

Cell Phone: (904) 644-0592 Fax: (904) 838-5411

Email Address: mayor@townofpalmbeach.com

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No

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

Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

Section II Continued:

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

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

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

NONE

NOT APPLICABLE:
(Governmental Entity)

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

** Please see attached **

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

By watching the training program on the Web, DVD or VHS on _____, 20__
By attending a live presentation given on _____, 20__

AND

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

Applicant's Signature: Gail L. Coniglio Printed Name: Gail L. Coniglio Date: 11/15/17

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 355-1915.

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature] Date: 1/2/18

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

Revised 02/01/2016

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION

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Board Name: Impact Fee Review Committee Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
Term of Appointment: 3 Years. From: present To: _____
Seat Requirement: Municipal Rep Seat #: 3
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Completion of term to expire on: 3-9-18

*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: Coniglio Gail
Last First Middle
Occupation/Affiliation: Mayor / Town of Palm Beach
Owner Employee Officer
Business Name: Town of Palm Beach
Business Address: 360 South County Road
City & State: Palm Beach, FL Zip Code: 33480
Residence Address: 1139 North Ocean Blvd.
City & State: Palm Beach, FL Zip Code: 33480
Home Phone: () Business Phone: (904) 838-5414 ext.
Cell Phone: (601) 644-0592 Fax: (904) 838-5411
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Mailing Address Preference: Business Residence
Have you ever been convicted of a felony: Yes _____ No
If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
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Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100

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{Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: *Melissa McKinley* Date: 12/4/17

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Revised 02/01/2016

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Owner Employee Officer
Business Name: Town of Palm Beach
Business Address: 360 South County Road
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Residence Address: 1139 North Ocean Blvd.
City & State: Palm Beach, FL Zip Code: 33480
Home Phone: () Business Phone: (904) 838-5414 ext.
Cell Phone: (904) 644-0592 Fax: (904) 838-5411
Email Address: mayor@townofpalmbeach.com
Mailing Address Preference: Business Residence
Have you ever been convicted of a felony: Yes _____ No
If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
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Commissioner's Signature: *Jess Valente* Date: 12/4/17

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Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Paulette Burdick Date: 12-4-2017

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Revised 02/01/2016

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Return this FORM to:

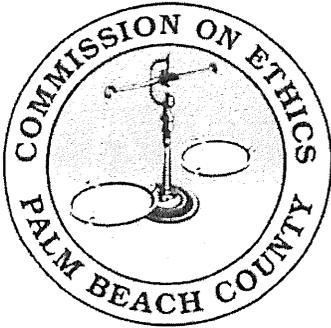
{Insert Liaison Name Here}, {Insert Department/Division Here}

{Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: S. Abrams (15) Date: 12/13/17



**ACKNOWLEDGEMENT OF RECEIPT
PALM BEACH COUNTY
CODE OF ETHICS TRAINING**

Legal Name: Gail Coniglio (Please print clearly)

Employee Identification Number: UA

Agency/Municipality: Town of Palm Beach

Department/Board: Town Council

Check those items that apply

I acknowledge that I have read a copy of the Palm Beach County Code of Ethics (printed or posted on the intranet/internet) and completed additional training by:

- Watching the Code of Ethics Training Program on the Intranet/Internet.
- Watching the Code of Ethics Training Program on DVD.
- Attending a live presentation given on _____, 20__.

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

Gail L Coniglio
(Legal Signature)

12/7/15
(Date)

Employees: Submit signed form to your Department Head
Department Heads: Submit signed forms to Records, Human Resources
Advisory Board Members: Submit signed forms to Appropriate Municipal Representative

**PLEASE SUBMIT THIS FORM TO APPROPRIATE PARTY AS HIGHLIGHTED ABOVE
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS**

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401
PHONE: 561.355-1915 FAX: 561.355-1904
Hotline: 877.766.5920 E-mail: ethics@palmbeachcountyethics.com
Website: www.palmbeachcountyethics.com

A resident of Palm Beach for more than 35 years, Gail Coniglio was elected mayor of the Town of Palm Beach in 2011 after previously serving two terms as councilwoman. She is currently serving her ~~4th~~ term having been re-elected without opposition. Mayor Coniglio is a successful restaurateur and business owner, committed civil servant, devoted wife, and proud mother of six children and eleven grandchildren.

During her tenure on the Town Council of Palm Beach, Mayor Coniglio has supported capital improvement projects that improve the Town's infrastructure, including the protection of the coastline. She is very passionate about the need to restore and maintain Palm Beach's beautiful beaches and has established partnerships with neighboring communities, environmental groups and legislative entities to further the mission. Acting as the Town's ombudsman, her most important role is nurturing relationships and finding consensus among the residents and other communities.

Maintaining permanent infrastructure, roadways, bridges, and sanitary systems has been a long-standing priority in the Town of Palm Beach. Mayor Coniglio has nurtured partnerships with the Florida Department of Transportation to promote and improve traffic circulation, maintain service levels and adequately prepare for the future traffic needs in Palm Beach County.

As an active member of the Executive Board of the Palm Beach County League of Cities, Mayor Coniglio's commitment to Home Rule is evidenced by extended outreach and collaboration with other municipal and state elected officials to protect local governance. Community involvement and educational efforts are a highlight of this initiative.

A registered nurse by trade, Mayor Coniglio and her husband of more than 41 years, Frank, own and operate E.R. Bradley's Saloon in West Palm Beach, as well as commercial investments in the Palm Beaches. Reinvesting in the community exemplifies the business philosophy of the Coniglio family, who partnered in the development of the First Bank of the Palm Beaches and Spa Cara, a boutique spa in Palm Beach established with a local well-known dermatologist.



IMPACT FEE REVIEW COMMITTEE

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
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Appointed By : At-Large/Palm Beach County Board of County Commissioners

1	Robert Gottlieb rgottlieb@southpalmbeach.com 3589 S Ocean Blvd Apt 127 South Palm Beach FL 33480	Member	CA	M	561-582-5969	Municipal Representative	06/19/2012	06/19/2015	06/18/2018
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NOMINATED BY :

2	Paula J. Ryan pryan@wpb.org Real Estate Development Professional 328 Dyer Rd West Palm Beach FL 33405	Member	CA	F	561-762-4359	Municipal Representative	05/02/2017		03/09/2018
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NOMINATED BY :

3	Vacant	Member				Municipal Representative			03/09/2018
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NOMINATED BY :

4	Vacant	Member				Business Community Representative			11/17/2017
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NOMINATED BY :

* indicates a member having an action pending

B

Appointed By : At-Large/Palm Beach County Board of County Commissioners

5	* E. Llwyd Ecclestone, III lecclestone@pblhfl.net Four Points Construction, LLC 1555 Palm Beach Lakes Blvd Ste 1400 West Palm Beach FL 33401	Member	CA	M	561-420-8211 X3	Business Community Representative	10/01/2004	11/18/2014	11/17/2017
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NOMINATED BY :

6	* Scott D. Worley scott@northstarhomesfl.com 364 S Country Club Dr Atlantis FL 33462	Member	CA	M	561-963-333	Business Community Representative	06/19/2012	11/18/2014	11/17/2017
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NOMINATED BY :

7	* Arnold A. Broussard abroussard@palmbeachconsulting.com 6406 Blue Bay Cir Lake Worth FL 33467	Member	AA	M	561-315-5243	Resident of Palm Beach County	10/01/2004	11/18/2014	11/17/2017
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NOMINATED BY :

Vacant	Alternate Board Member					Resident of Palm Beach County			
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NOMINATED BY :

* indicates a member having an action pending

Appointed By : At-Large/Palm Beach County Board of County Commissioners

* Andrew P. Mack macka@bbfl.us City of Boynton Beach 100 E Boynton Beach Blvd Boynton Beach FL 33435	Alternate Board Member	CA	M	561-742-6366	Municipal Representative	03/10/2015	10/21/2016
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NOMINATED BY :

Vacant	Alternate Board Member	Business Community Representative
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NOMINATED BY :

3 Board alternate(s) are vacant.

* indicates a member having an action pending

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

b. Appointment

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

c. Terms of Office

All IFAB members shall serve a term of three years.

4. Secretary and Staff

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

5. Meetings

a. General

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

J. Impact Fee Review Committee

1. Establishment

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

2. Powers and Duties

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

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

3. Board Membership

a. Qualifications

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

4. Officers

a. Secretary

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

5. Meetings

a. General or Special Meetings

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

6. Annual Report

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

[Ord. 2009-040]

K. Planning Commission

1. Establishment

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

2. Powers and Duties



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

Office of
Financial Management and Budget

P.O. Box 1989
West Palm Beach, FL 33402-1989
(561) 355-2580
FAX: (561) 355-2109
www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

- Melissa McKinlay, Mayor
- Mack Bernard, Vice Mayor
- Hal R. Valeche
- Paulette Burdick
- Dave Kerner
- Steven L. Abrams
- Mary Lou Berger

County Administrator
Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

Official Electronic Letterhead

TO: Commissioner Melissa McKinlay, Mayor
and Members of the Board of County Commissioners

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

DATE: November 28, 2017

Re: Notice of Advisory Board Nomination – Impact Fee
Review Committee

In accordance with Countywide PPM CW-O-23, I am writing to notify you that Palm Beach Mayor Gail Coniglio has been nominated to fill Seat 3 (Municipal) on the Impact Fee Review Committee. Ms. Coniglio was nominated by Commissioner Dave Kerner. Seat 3 is currently vacant.

Commissioners may respond to this notice by completing Section III of the Application and returning the signed Application or by providing contact information for additional candidates for consideration.

The Board Information Form, Mayor Coniglio's bio, a copy of Article 2 of the Unified Land Development Code and the Impact Fee Review Committee roster with diversity breakdown are attached for your use. This item is tentatively scheduled for the January 23, 2018 BCC Agenda.

Should you have questions, do not hesitate to give me a call at 233-5025.

- c. Verdenia Baker, County Administrator
- Sherry Brown, OFMB Director
- Richard Iavarone, Financial Management Director
- Cindy Beaudreau, Agenda Coordinator