

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**BOARD APPOINTMENT SUMMARY**

**Meeting Date:** August 14, 2018

**Department:** Administration

**Advisory Board:** Water Resources Task Force

**I. EXECUTIVE BRIEF**

**Motion & Title:** Staff recommends motion to approve: seven reappointments to the Water Resources Task Force for a three-year term commencing October 1, 2018 and ending September 30, 2021 and one new appointment to the Water Resources Task Force for a three-year term commencing October 1, 2018 and ending September 30, 2021.

<u>Seat No.</u>	<u>Reappointment</u>	<u>Seat Requirement</u>	<u>Nominated By</u>	<u>Term Ending</u>
2	Paula Ryan	Member	League of Cities	September 30, 2021
3	Milton Block	Member	League of Cities	September 30, 2021
4	Jason Haselkorn	Member	League of Cities	September 30, 2021
5	Myra Koutzen	Member	League of Cities	September 30, 2021
5	Rachel Litt	Alternate	League of Cities	September 30, 2021
6	Dave Stewart	Member	League of Cities	September 30, 2021
6	Don Magruder	Alternate	League of Cities	September 30, 2021

<u>Seat No.</u>	<u>Appointment</u>	<u>Seat Requirement</u>	<u>Nominated By</u>	<u>Term Ending</u>
1	Terence Davis	Member	League of Cities	September 30, 2021

**Summary:** The Water Resources Task Force is comprised of 14 members: six City elected officials; one County Commissioner; one special independent district water and/or wastewater provider or utility water or wastewater provider representative; one Lake Worth Drainage District representative; one drainage/water control district representative; one South Florida Water Management District Governing Board member; one environmental representative; one land owner actively farming to represent agricultural interests; and one Indian Trail Improvement District representative. The resolution also requires designated alternates for each seat. Due to the imminent end of their appointed terms, five League of Cities representative members and two alternates are being submitted for reappointment by the Board of County Commissioners for a three-year term. One League of Cities member representative is being submitted for approval as a new member appointment for a three-year term. The diversity of the current 12 Task Force members and 8 alternatives is as follows: 19 Caucasian (95%) and one African-American (5%). The gender ratio (female:male) is 4:16. The six member appointees being recommended are five Caucasian and one African-American. The two alternate appointees being recommended are two Caucasian. Six alternate seats, the Utility member seat and the ITID member seat remain unfilled at this time. Staff is aware of the minimal amount of diversity on this Task Force and is actively seeking to bring more diversity to this Task Force. Countywide (MJ)

Background and Justification continued on Page 3

**Attachments:** 1) Board Appointment Nominee Forms w/ Acknowledgement Forms/Resume  
2) Amended Water Resources Task Force Resolution  
3) Current Membership Roster

**Recommended by:** Benneth S. Todd 7/18/18  
Water Resource Manager Date

**Legal Sufficiency:** [Signature] 7/18/18  
Assistant County Attorney Date

**II. REVIEW COMMENTS**

**A. Other Department Review:**

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**Department Director**

Continued from Page 1

**Background and Justification:** The Water Resource Task Force was established to identify and evaluate opportunities and impediments to providing future water supply, conservation, wastewater treatment and reuse or reclaimed water supply opportunities that most efficient and cost effective.

**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: Water Resource Task Force

Advisory ☒ Not Advisory ☐

☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: October 1, 2018 To: September 30, 2021

Seat Requirement: LEAGUE OF CITIES 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: \_\_\_\_\_**

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

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

Name: Ryan Paula Jean  
Last First Middle

Occupation/Affiliation: City Commissioner

Owner ☐ Employee ☐ Officer ☒

Business Name: City of West Palm Beach

Business Address: 401 Clematis Street

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

Residence Address: 328 Dyer Road

City & State West Palm Beach, FL Zip Code: 33405

Home Phone: ( ) (561) 822-1390 Ext. \_\_\_\_\_

Cell Phone: (561) 762-4358 Fax: (561) 822-1399

Email Address: \_\_\_\_\_

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.

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
OR			
NONE	<input 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.palmbeachcountyetethics.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 December 17, 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: \_\_\_\_\_ Printed Name: Tamla Ryan Date: 6/4/2018

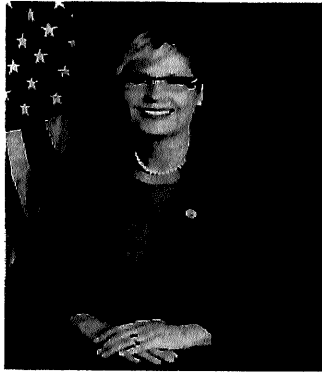
Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyetethics.com](http://www.palmbeachcountyetethics.com) or contact us via email at [ethics@palmbeachcountyetethics.com](mailto:ethics@palmbeachcountyetethics.com)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

Return this FORM to:  
Ken Todd, Manager, Water Resources Task Force  
301 N. Olive Avenue, Suite 1101  
West Palm Beach, FL 33401

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

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

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Paula J. Ryan**  
**City Commissioner, District 3**

Paula Ryan, currently serving as President of the West Palm Beach City Commission, has been a Commissioner since March 2015.

Although serving on the City Commission is a part-time position, she dedicates all her time for the benefit of her constituents. This includes sitting on the boards of the following government bodies:

The CRA (Community Redevelopment Agency), the Palm Beach County Water Resource Task Force, the Impact Fee Review Committee, the Transportation Planning Agency, the Treasure Coast Regional Planning Council, the Golf Commission and its Advisory Board. In addition, she currently serves as the Commission liaison to the City's Education Advisory Board, the Sustainability Advisory Board, the Historic Northwest Salvation Army Community Center, and the Historic Northwest Community Consortium.

Commissioner Ryan has been a resident of Palm Beach County since 1993 and is a business professional with over 30 years' experience in investment banking, real estate development and municipal finance.

Prior to public service, she served as president of her neighborhood association and was a member of Palm Beach County's Planning Commission and the Commission on Affordable Housing. Commissioner Ryan is a graduate of Leadership Palm Beach County and has served on numerous community boards dedicated to improving the lives of all the residents of West Palm Beach.

Since 1989 Commissioner Ryan has been engaged in the development, acquisition, and asset management of over 10,000 units of affordable housing for two national syndication firms where she served as President and Development Director respectively and built her own successful real estate development company.

Since graduating from the University of Maryland with degrees in Economics and Finance, Commissioner Ryan has dedicated her professional life to helping expand economic opportunities for all. As an investment banker, she's completed many complex financial transactions that utilize both private and public resources and has built partnerships with government agencies and private industry.

Having grown up in a large military family living and on military installations around the world, Commissioner Ryan has a strong commitment to her community. She's married to Clifford Hertz, and they have four children and five grandchildren.

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BOARDS/COMMITTEES APPLICATION**

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

Board Name: WATER RESOURCES TASK FORCE Advisory ☒ Not Advisory ☐  
☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_  
Term of Appointment: 3 Years. From: 10/1/18 To: 9/30/2021  
Seat Requirement: LEAGUE OF CITIES 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: \_\_\_\_\_**

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

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

Name: BLOCK MILTON JOSEPH  
Last First Middle  
Occupation/Affiliation: (RETIRED) VICE MAYOR, JUPITER INLET COLONY  
Owner ☐ Employee ☐ Officer ☐  
Business Name: N/A  
Business Address: \_\_\_\_\_  
City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Residence Address: 101 LIGHTHOUSE DRIVE  
City & State JUPITER, FL Zip Code: 33469  
Home Phone: ( ) Business Phone: ( ) Ext. \_\_\_\_\_  
Cell Phone: (907) 923 0056 Fax: ( )  
Email Address: LBLOCK45@YAHOO.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

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
OR			
NONE	<input type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input checked="" type="checkbox"/>

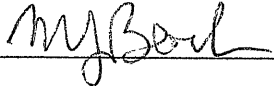
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☒ By watching the training program on the Web, DVD or VHS on \_\_\_\_\_ 20\_\_\_\_  
☒ By attending a live presentation given on AUGUST 17, 2017

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: MILTON S BLOCK Date: 5/15/18

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) 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: \_\_\_\_\_ Date: \_\_\_\_\_



## **MJ “Chip” Block**

“Chip” Block is a retired media executive and entrepreneur residing in Jupiter, Florida. He is active in local affairs. He serves as Vice Mayor of Jupiter Inlet Colony.

Mr. Block began his career at Time, Inc. in 1971. He entered publishing after serving as a Lieutenant in the U.S. Navy from 1968-1971. Block has written extensively on publishing and media trends throughout his career.

He graduated from the Wharton School of the University of Pennsylvania in 1967. He was elected president of the student government during his junior year. He was elected chairman of the Ivy League student body presidents. Block was selected as one of seven student advisors to President Johnson’s Commission on the Selective Service System in 1966.

### **Career highlights:**

- \* 1973 Co-founder, American Family Publishers
- \* 1975 Executive vice-president, Downe Publishing
- \* 1977 Co-founder, Games Magazine
- \* 1980-1990 Media consultant for many companies, including Time Warner, 3M, Newscorp, US News, and The Washington Post Company
- \* 1991 Co-founder, Applied Interactive Media
- \* 1998 President, consumer marketing and General Manager, The Petersen Company
- 1999 Co-founder, USAPubs, Inc.
- 1999 Elected to the DMA Circulation Hall of Fame

### **Former director:**

American Family Publishers  
Vietnam Veterans of America  
Rolling Stone Magazine  
Graphic Computer Assn.  
Petersen Publishing, Inc.  
Ziff Davis Media  
Hudson News Company  
USAPubs, Inc.

He currently serves on the board of Sustainable Palm Beach County, is a member of the PBC Water Resources Task Force and is on the Florida League of Cities Finance and Taxation state committee.

Chip lives with his wife, Leanna Landsmann, and two Labradors in Jupiter most of the year. Among his hobbies are tracking economic trends; history; politics, snorkeling, kayaking and walking on the beach.

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

Board Name: PALM BEACH COUNTY WATER RESOURCE TASK FORCE Advisory ☒ Not Advisory ☐  
☒ At Large Appointment or ☐ District Appointment / District #: \_\_\_\_\_  
Term of Appointment: 3 Years. From: OCTOBER 1, 2018 To: SEPT. 30, 2021  
Seat Requirement: LEAGUE OF CITIES Seat #: 4  
☒ 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: HASELKORN, JASON S.  
Last First Middle  
Occupation/Affiliation: ATTORNEY  
Owner ☒ Employee ☐ Officer ☐  
Business Name: JASON S. HASELKORN, P.A. AND CIKLIN LUBITZ LAW FIRM  
Business Address: 515 N. FLAGLER DR., 20<sup>th</sup> FLOOR  
City & State: West Palm Bch, FL Zip Code: 33401  
Residence Address: 11 GRAND BAY CIRCLE  
City & State: Juno Bch, FL Zip Code: 33408  
Home Phone: ( ) Business Phone: ( ) Ext. \_\_\_\_\_  
Cell Phone: (66) 307-2661 Fax: ( )  
Email Address: JASON3072661@gmail.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

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_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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☒ By watching the training program on the Web, DVD or VHS on May 25 2018  
☐ 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: JASON HUTSEKOW Date: 5/25/18

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) 355-1915.

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

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

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

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

JASON S. HASELKORN  
11 GRAND BAY CIRCLE  
JUNO BEACH, FLORIDA 33408

**EDUCATION**

New York Law School, New York, New York 1991 – 1994

Employment during law school –

Salomon Smith Barney – legal department Spring/Summer 1992

United States Bankruptcy Judge N. Winfield – Spring/Summer 1993

Willkie Farr & Gallagher – bankruptcy department Fall 1993

Nova Southeastern University, Fort Lauderdale, Florida 1989 – 1991

Employed full-time as a financial planning consultant, licensed stockbroker and insurance agent while attending evening classes.

Dean's List all semesters.

University of Florida, Gainesville, Florida 1987 – 1989

**EXPERIENCE**

Ciklin Lubitz Martens & O'Connell

West Palm Beach, Florida 1995 – Present Associate / Junior Partner / Senior Partner

Independently manage my own case load and clients. Areas of concentration include securities and employment litigation.

Ciklin Lubitz Martens & O'Connell

West Palm Beach, Florida 1994 – 1995 Law Clerk

Assist partners and senior associates in a wide range of complex civil litigation and transactional matters.

**PUBLICATIONS AND SPEAKING ENGAGEMENTS**

2010 Presentation on Securities Arbitration Update for CPA's

2012 Article regarding Hot Topics in Employment Law

2012 Presentation on Wage and Hour Seminar

2013 Presentation on: FLSA Hot Topics

Social Media in the Workplace

FMLA, ADA, Retaliation Issues – Best Practices

Employees vs. Independent Contractors

**PERSONAL INTERESTS**

Hobbies: Skiing, golf, and tennis

Family: Married, raising two daughters

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

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

Name: KOUTZEN MYRA  
Last First Middle  
Occupation/Affiliation: MAYOR  
Owner ☐ Employee ☐ Officer ☐  
Business Name: TOWN OF PALM BEACH SHORES  
Business Address: 247 Edwards LN  
City & State: Palm Beach Shores, FL Zip Code: 33404  
Residence Address: 125 S. Ocean Ave  
City & State: Palm Beach Shores FL Zip Code: 33404  
Home Phone: (561) 842-5788 Business Phone: (561) 844 3451  
Cell Phone: 904 714 5391 Fax: ( )  
Email Address: MKOUTZEN @ pbstownhall.org  
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

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_____	_____	_____	_____
_____	_____	_____	_____
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☒ By attending a live presentation given on 10/18, 2017

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: Myra Koutzen Printed Name: MYRA KOUTZEN Date: 5-15, 2018

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) 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: \_\_\_\_\_ Date: \_\_\_\_\_

Myra Koutzen  
125 S. Ocean Avenue, Palm Beach Shores, FL 33404  
Work (561) 844-3457  
Cell (914) 714-5391  
Email [MKoutzen@pbstownhall.org](mailto:MKoutzen@pbstownhall.org)

#### Political Experience

Town of Palm Beach Shores  
Mayor: 2016 – Present  
Commissioner/Vice Mayor: 2013 – 2016

#### Business Experience

MasterCard International 1996 – 2000  
New Product Development, Product Portfolio Manager

Citibank 1984 – 1996  
Direct Mail Marketing, Customer Service Director, New Product Development

R J Reynolds Tobacco Company 1980-1984  
Special Events, Promotions

Nestle Company 1979 – 1980  
Promotions

Bozell & Jacobs Advertising 1976-1979  
Copywriter, TV Production, Account Executive

Bacchus Productions 1970-1979  
Self employed Theatrical Stage Manager, Lighting Designer

#### Education

Fordham University  
MBA, Marketing & Finance, 1998

SUNY Binghamton  
Theater Management, 1975

**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: Advisory ☒ Not Advisory ☐ WATER RESOURCE TASK FORCE

☒ At Large Appointment

or

☐ District Appointment / District #: \_\_\_\_\_

Term of Appointment: 3 Years. From:    To: OCT 1, 2018 - SEPT 30, 2021

Seat Requirement:    Seat #: 5 LEAGUE OF CITIES ALTERNATE

☒ 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:**

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

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

Name: LITI RACHELE A.

Last First Middle

Occupation/Affiliation: COUNCILMEMBER CITY OF P.B.C.

Owner ☐ Employee ☒ Officer ☐ + PHARMACIST  
JUPITER MEDICAL CTR.

Business Name: JUPITER MED. CTR

Business Address: 1210 S. OLD DIXIE HWY

City & State: JUPITER FL Zip Code: 33458

Residence Address: 62 DUNBAR RD PBB, FL

City & State:    Zip Code: 33418

Home Phone: ( ) Business Phone: ( ) Ext.   

Cell Phone: ( ) Fax: (861-635-9159)

Email Address: RLITK@PBBFL.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 &amp; 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.

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 5/25 20 17
- ☐ 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: Rakelle A. Litt Printed Name: RAKELLE A. LITT Date: 7/6/18

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) 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: \_\_\_\_\_ Date: \_\_\_\_\_

## Rachelle Litt

62 Dunbar Road  
Palm Beach Gardens, FL 33418  
561-635-9159  
[www.rachellelitt.com](http://www.rachellelitt.com)  
[rlitt@pbgfl.com](mailto:rlitt@pbgfl.com)



### Personal

- 30-year resident, married 37 years and raised three children in Palm Beach Gardens

### Professional

- 2009-Present Hospital Pharmacist Jupiter Medical Center
- 2000-2009 Hospital Pharmacist Saint Mary's Medical Center
- 1996-Present Consultant Pharmacist Northpoint Surgery Center
- 1988-2000 Pharmacist Eckerd Drugs Palm Beach Gardens
- 1979-1988 Pharmaceutical Sales Representative
- 1979 B.S. Pharmacy from Temple University School of Pharmacy

### Political Experience

- 2008-Present Elected PB County Precinct Leader # 1240 for the Supervisor of Elections
- 2008-2016 Grassroots Issue Organizer
- 2014 Volunteer Organizer for Patrick Murphy for Congress Campaign
- 2016 Elected Delegate to the Presidential Convention
- 2017 Elected Councilmember to the Palm Beach Gardens City Council
- Lobby Congress for kidney research funding w/American Society of Nephrology and Alport Syndrome Foundation
- Lobby Congress on behalf of AIPAC as a member of the Washington Club

### Civic Involvement

- Raise funding for Alport Syndrome Foundation for kidney research and patient and family support programs
- Florida Pharmacy Association active member
- Past Board of Directors member Temple Emanu-El Palm Beach
- Past President Women's American Ort Northern Nites Chapter (worldwide educational vocational rehabilitation and training organization)
- Active member Dorot Bat Gurion Chapter of Hadassah
- Susan G Komen Race for the Cure Volunteer
- Volunteer lay leader Alpert Jewish Family and Children's Services "Relationships and Decisions" Parent/Teen Interactive workshop

### Endorsements

- Honorable Patrick E. Murphy – Former Congressman District 18
- Lori Berman – Florida State Representative District 90
- Paulette Burdick – Mayor Palm Beach County District 2
- Jeri Muoio – Mayor West Palm Beach
- Myra Koutzen – Mayor Palm Beach Shores
- Anne Gannon – Tax Collector Palm Beach County
- Patricia "Pat" Edmondson – Palm Beach Soil and Water Conservation District
- Katherine Waldron- Port of Palm Beach Commissioner
- AFL-CIO Palm Beach/Treasure Coast

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: WATER RESOURCES TASK FORCE Advisory ☒ Not Advisory ☐

☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: 10/1/18 To: 9/30/21

Seat Requirement: LEAGUE OF CITIES Seat #: 6

☒ \*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: \_\_\_\_\_

Section II (Applicant): (Please Print)  
APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: STEWART DAVID JOHN

Occupation/Affiliation: MAYOR TOWN OF LANTANA Last First Middle

Owner ☐ Employee ☐ Officer ☐

Business Name: TOWN OF LANTANA

Business Address: 500 GREYNORGES CIRCLE

City & State: LANTANA, FL Zip Code: 33462

Residence Address: 720 NORTH ATLANTIC DRIVE

City & State: LANTANA FL Zip Code: 33462-1926

Home Phone: 561, 588-4212 Business Phone: 561, 540-5004 Ext. \_\_\_\_\_

Cell Phone: 561, 762-0520 Fax: ( )

Email Address: DSTEWART@LANTANA.ORG

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

## Town of Lantana

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**COUNCILMEMBERS**

Philip J Aridas  
Malcolm Balfour  
Edward Paul Shropshire  
Lynn J Moorhouse, D. D. S.

---



DAVID J STEWART  
MAYOR

---

500 Greynolds Circle  
Lantana, FL 33462-4544  
(561) 540-5000  
Fax (561) 540-5009  
[www.lantana.org](http://www.lantana.org)

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### Mayor David J. Stewart

As a lifetime area resident, Mayor Stewart, graduated from Lake Worth High and attended Palm Beach Community College. After attending college, he started working in the air conditioning industry, and has been employed in the field for more than 45 years. He is former President and current member of the Palm Beach Air Conditioning Contractors Association.

He has been active in the Lantana community since moving here in 1977. He served as a former President of the Hypoluxo Island Homeowners Association and as Chairman of the Planning and Zoning Board before being elected as Mayor.

Mayor Stewart was elected in 2000 and is currently serving his seventh consecutive term which will expire in March 2021. He has served as a former President of the Palm Beach County League of Cities and Chairman of the Gold Coast League of Cities and currently serves on the board as a Past President.

Mayor Stewart is committed to making Lantana a better place to live, work and play because he truly does "Love Lantana".

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

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

Board Name: WATER RESOURCES TASK FORCE Advisory ☒ Not Advisory ☐

☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: OCT 1, 2018 To: SEP 30, 2021

Seat Requirement: ALTERNATE TO DAVE STEWART, LANTANA Seat #: 6

☒ \*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: \_\_\_\_\_**

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

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

Name: MAGRUDER DONALD LEWIS  
Last First Middle

Occupation/Affiliation: RETIRED LAW FIRM DIRECTOR

Owner ☐ Employee ☐ Officer ☐

Business Name: CURRENTLY SERVE AS VICE MAYOR OF OCEAN RIDGE, FL.

Business Address: \_\_\_\_\_

City & State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Residence Address: 9 RIDGE BLVD

City & State: OCEAN RIDGE, FL Zip Code: 33435

Home Phone: ( ) Business Phone: ( ) Ext. \_\_\_\_\_

Cell Phone: (561) 307-1955 Fax: ( ) \_\_\_\_\_

Email Address: DMAGOR@92GMAIL.COM

Mailing Address Preference: ☐ Business ☒ Residence

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

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

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

Section II Continued:

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

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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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: [Signature] Printed Name: D.L. MAGRUDER Date: 6/6/2018

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) 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: \_\_\_\_\_ Date: \_\_\_\_\_

Donald L. MaGruder  
9 Ridge Boulevard  
Ocean Ridge, Florida 33435  
Telephone (561) 307-1955

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**SUMMARY;**

Thirty-five years of diverse management experience in administration, service operations and sales. Employment history includes exposure to partnerships, corporations, and private enterprise. Specialties include personnel management, organization structure and design, workload planning, office automation, financial planning, and performance analysis.

**EXPERIENCE:**

Jones, Foster, Johnston & Stubbs, P.A., West Palm Beach Florida

Practice Areas: Tax, Estate Planning, Probate, Commercial Litigation, Real Estate

Attorneys: 33 - 40

Locations: 3

April 1998 to May 2017

Executive Director - Responsible for managing overall firm operations, including supervising all non-attorney support staff; evaluating, managing, and supervising the firm's operating and financial systems and procedures, and managing all firm facilities. Designed and developed Excel Financial Budgets, Profit Center Reports, and year-end Partner Bonus Analysis Reports. Produced weekly Executive Committee Agendas and recorded meeting minutes for distribution to shareholders not in attendance. During my 19 year tenure at Jones, Foster I planned and directed the following projects: Converted computer systems from Word Perfect to Microsoft Word to include firm wide standard formats to project "one face" to our clients; installed a new telephone system using fiber optics to increase speed and reduce costs; designed and installed industrial storage shelving in a new storage warehouse to accommodate the relocation of firm files from two older central file storage facilities; remodeled the West Palm Beach office (twice); leased, designed and constructed a new Jupiter office; oversaw the leasehold improvements for a new Palm Beach office; and effectively maintained firm "uptime" during a 28 day office building power outage and several major hurricanes.

Dean, Mead, Egerton, Bloodworth, Capouano & Bozarh, P.A., Orlando, Florida

Practice Areas: Tax, Estate Planning, Probate, Commercial Litigation, Real Estate

Attorneys: 35 - 50

Locations: 4

January 1994 to April 1998

Director of Administration - Responsible for managing overall firm operations, including supervising all non-attorney support staff; evaluating, managing, and supervising the firm's operating and financial systems and procedures; assisting department heads and attorneys in the overall marketing of the firm's legal services and client development activities; and evaluating, managing, and supervising the overall facilities of the firm. Interact with and actively participate in all firm committees including Executive, Compensation, and Shareholder Admission. Technical accomplishments included the installation of a new telephone system with DID and Voice-Mail features; upgrading computer systems from 286 to 486 technologies; and installation of a Wide Area Network. Operational accomplishments included office lease reductions; remodel and consolidation of the Accounting Department; and the addition of a named partner to the Brevard office. Financial accomplishments included the installation of a Windows based accounting system; reduction of accounting staff; and improved accounting systems and procedures.

Cadwalader, Wickersham & Taft, Palm Beach, Florida

Practice Areas: Commercial Litigation, Probate, Tax

Attorneys: 19

Locations: 1

June 1991 to January 1994

Legal Administrator - Recruited and hired specifically to improve the fractured management, high staff turnover and low morale in this national firm's local office. Reported directly to senior management in the New York home office. Additional duties included budget preparation; financial management; marketing; and recruiting attorneys and non-legal staff. After thirty months of intense and highly focused effort, it was determined that senior resident attorneys were still unresolved in their differences with each other and the Firm's Management Committee. The local office was closed one year later at lease expiration.

Alley, Maass, Rogers Lindsay, P.A., Palm Beach Florida

Practice Areas: Real Estate, Probate, Commercial Litigation

Attorneys: 22

Locations: 3

June 1987 to June 1991

Legal Administrator - Responsible for managing overall firm operations, including supervising all non-attorney support staff; evaluating, managing, and supervising the firm's operating and



financial systems and procedures; and evaluating, managing and supervising the overall facilities of the firm. Technical accomplishments included computer system improvements to upgrade the Bookkeeping Department's mainframe computer to increase hard disk storage and random-access memory; the addition of a file server to the word processing network to allow twelve additional users to attach to the system; and installation of a Novell network designed and purchased for the Paralegal Department. Programs available to this department included Word Perfect 4.2, Lotus, CompuServe, Taxtime, Tax Partner, Fid Tax, Calendar and Displaysoft's Real Estate closing programs. Operational accomplishments included the development of an Office Services Department, implementation of shared secretaries, improved personnel reviews, and reduction of the bookkeeping staff. Financial accomplishments included financial awareness programs for the partners; development of a firm budget; scheduled management reports; and improved banking programs.

Walton, Lantaff, Schroder & Carson, Miami, Florida

Practice Areas: Insurance Defense, Pension Planning, Tax

Attorneys: 55

Locations: 4

April 1985 to June 1987

Legal Administrator - Responsible for managing overall firm operations, including supervising all non-attorney support staff; evaluating, managing, and supervising the firm's operating and financial systems and procedures; and evaluating, managing and supervising the overall facilities of the firm. Technical accomplishments included the beginning of secretarial computerization. Operational accomplishments included the decrease of secretary-to-attorney ratios through the development of job descriptions and performance appraisals; downsizing branch locations and renegotiating leases; obtaining bids on all insurance and maintenance contracts; development of centralized purchase order procedures; and the selection of a new group medical plan. Financial accomplishments included the selection of an automated accounting, time and billing application to replace the firm's outdated manual system.

Syspro Services Corporation, Hollywood, Florida

July 1983 to April 1985

Vice President - Directly involved in all facets of this Florida-based telecommunication and computer software consulting firm. Operational accomplishments included organization and computerization of the Accounting and Recruiting Departments; development of internal procedure and personnel manuals; design of office structure, job descriptions and performance appraisals. Management tasks included client site visits, verbal and written communications and problem resolution. Marketing tasks involved the development and design of a telecommunication consulting service through direct mail and promotional literature.

Xerox Corporation. Coral Gables, Florida

April 1970 to July 1983

Marketing Executive; Branch Operations Manager; Field Service Manager; Technician Responsibilities included the direction of a tri-county dispatch center and service administrative staff; customer and technical training; recruitment and branch performance analysis. Managed technical service teams from Key West to Stuart, Florida. Sold copiers and related equipment throughout Dade, Broward, and Palm Beach Counties.

**EDUCATION:**

The University of Miami, M.B.A., 1982

Miami-Dade Community College, Business and Psychology, 1975

Legal Administrators National Conference: 1986, 1987, 1991, 1995, 1999

Sandler Sales Institute, 1983; Xerox Sales Training, 1982

Xerox Management Schools and Workshops, 1973, 1975, 1978

**MISCELLANEOUS:**

Palm Beach Chapter Association of Legal Administrators:

President 1991-92, Vice President 1990-91, Treasurer 1989-90

Central Florida Chapter Association of Legal Administrators

Member, Executive M.B.A. Alumni Association - University of Miami

Member, Forum Club of the Palm Beaches

Appointed to The Fifteenth Judicial Circuit Grievance Committee "E," 1993

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

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

Board Name: Water Task Force Advisory ☒ Not Advisory ☐

☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: AUG. 14, 2018 To: SEPT. 30, 2021

Seat Requirement: LEAGUE OF CITIES 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: \_\_\_\_\_

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

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

Name: DAVIS Terence D  
Last First Middle

Occupation/Affiliation: Riviera Bch City Council person  
Owner ☐ Employee ☐ Officer ☐

Business Name: The City of Riviera Bch

Business Address: 600 West Blue Heron

City & State: Riviera Bch FL Zip Code: 33404

Residence Address: \_\_\_\_\_

City & State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: ( ) Business Phone: ( ) Ext. \_\_\_\_\_

Cell Phone: ( ) Fax: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

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.

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_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
OR			
NONE	<input type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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☒ By watching the training program on the Web, DVD or VHS on 3/7 2018

☐ 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: TERENCE DAVIS Date: 3/7/18

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) 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: \_\_\_\_\_ Date: \_\_\_\_\_

# TERENCE DAVIS

420 West 31<sup>st</sup> Street, Riviera Beach, FL 33404 • 850339.9380 • dayron17@hotmail.com

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## OBJECTIVE

To obtain a position in a career that can best utilize my experience and professionalism.

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## EDUCATION

- 2000 – 2005      **Florida Agricultural and Mechanical University, Tallahassee, FL**  
Bachelor, Health and Physical Education  
Minor, Psychology
- 1998 – 1999      **San Bernedino Valley College, San Bernadino, CA**  
Associate, Liberal Arts
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## PROFESSIONAL EXPERIENCE

- 2007—Present      **Councilman for the City Of Riviera Beach**      **Riviera Beach, Fl**
- 2013-2018 Member of FLC Land Use and Economic Development Committee
  - 2015 Member of Governmental Affairs Committee
  - 2015 Elected Vice chair of the City Council
  - 2016 Elected Chair of the City Council
  - 2017 City Rep for the Port of Palm Bch
  - 2018 Elected to the Palm Bch County League of Cities Board of Directors
  - Managing city’s financial operations
- 2006—Present      **Palm Beach County Schools**      **Riviera Beach, Fl**
- Substitute Teacher
  - Track & Field Coach
- 2005 – 2006      **Jensen Beach High School**      **Jensen Beach, FL**  
*Professional Fitness Teacher*
- Head Freshman Football Coach
  - Head Boys Track & Field Coach
  - Coordinated trips and activities
  - Ensured communication and respect among teams members
  - Encouraged and enforced the importance of education
  - Provided various resources and tests
  - Voted most Inspirational Teacher 2006
- 2002 – 2005      **Augusta Rae Middle School**      **Tallahassee, FL**  
*Substitute Teacher*
- Successfully managed classroom environment
  - Prepared lesson plans
  - Distributed tests and curriculum
  - Encouraged and motivated students academically and personally

	<b><i>Coach</i></b> <ul style="list-style-type: none"><li>▪ Coached Boys 2005 Leon County Track &amp; Field Championship Team</li><li>▪ Coached Boys 2005 Basketball to Divisional Championship</li><li>▪ Facilitated productive athletic practices</li><li>▪ Chaperoned trips</li></ul>	
2002 – 2004	<b>Booth Properties</b> <b><i>Assistant Property Manager</i></b> <ul style="list-style-type: none"><li>▪ Marketed properties through personal selling</li><li>▪ Oversaw general property activity</li><li>▪ Organized meetings</li><li>▪ Presented quality customer service</li></ul>	<b>Tallahassee, FL</b>
2002 – 2004	<b>HCOP Program</b> <b><i>Camp Counselor</i></b> <ul style="list-style-type: none"><li>▪ Instructed youth in time and life management skills curriculum</li><li>▪ Prepared daily schedules</li><li>▪ Provided guidance and encouragement to students</li><li>▪ Mentored disadvantage youth for continuing education in healthcare industry</li></ul>	<b>Tallahassee, FL</b>

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**SKILLS**

- Excellent communication skills
  - Providing Business and Community Leadership
  - Time management
  - Multi-tasking skills
  - Successfully resolve conflicts in professional manner
  - Proficient in Microsoft Applications
- 
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**REFERENCES AVAILABLE UPON REQUEST**

**RESOLUTION NO. R-2013-1471**

**RESOLUTION OF THE BOARD OF COUNTY  
COMMISSIONERS OF PALM BEACH COUNTY,  
FLORIDA, REPEALING AND REPLACING  
RESOLUTION R-2008-1810, AS AMENDED, PROVIDING  
FOR THE WATER RESOURCES TASK FORCE.**

**WHEREAS** Palm Beach County has long depended upon the Biscayne Aquifer for the County's primary source of water; and

**WHEREAS** the Board of County Commissioners of Palm Beach County, Florida, established the Water Resources Task Force on October 7, 2008; and

**WHEREAS** in response to efforts to restore the Everglades, in 2007 the South Florida Management District adopted Regional Water Availability Rule which restricts future withdrawals from the Biscayne Aquifer; and

**WHEREAS** Palm Beach County's local government leaders recognize it is critical to address the availability of water resources within the County to protect the public health, ensure the sustainability of sensitive environmental resources and natural systems, and provide viable economic opportunities for our communities and residents; and

**WHEREAS** the County is facing significant and costly projected water supply needs, which cannot be met without increased demands on the Biscayne Aquifer unless appropriate measures are taken in accordance with the Regional Water Availability Rule, and which will require development alternative water supply projects such as the use of reclaimed water and/or stormwater reuse projects; and

**WHEREAS** local leaders are committed to ensuring that the long-term water resource needs of all Palm Beach County water users are effectively planned for and met, including those of water providers, wholesale and retail purchasers, and their customers; and

**WHEREAS** these needs may be met more efficiently and cost effectively through collaborative partnerships, evaluation of existing and planned infrastructure and by considering regional or sub-regional approaches; and

**WHEREAS** the Water Resources Task force was created as a county-wide forum to consider these opportunities; and

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

**WHEREAS**, repealing and replacing Resolution R-2008-1810, as amended, pertaining to the Water Resources Task Force, will simplify future reference.

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

Resolution R-2008-1810, as amended, is hereby repealed and replaced with the following:

**Section 1. Creation of the Water Resources Task Force.** There is hereby established an Advisory Committee to be known as the "Water Resources Task Force" herein referred to as the Task Force. The Task Force shall serve at the pleasure of the Palm Beach County Board of County Commissioners until such time as the Palm Beach County Board of County Commissioners determines by majority vote that the services of the Task Force are no longer needed.

**Section 2. Mission Statement.** The Task Force shall work collaboratively to identify and evaluate potential regional and sub-regional water supply strategies and solutions of appropriate water quality to meet countywide future water resource needs and water conservation goals and to meet the objectives of the enabling resolutions.

**Section 3. Roles and Responsibilities.** The Task Force will identify and evaluate opportunities and impediments to providing future water supply, conservation, wastewater treatment, and reuse or reclaimed water opportunities that are most efficient and cost effective. The Task Force shall submit an annual narrative report to the Agenda Coordinator. The form, substance and submittal dates for annual narrative reports are established by PPM-CW-O-060.

**Section 4. Membership.** The Board of County Commissioners hereby finds that the Task Force is best served by a broad cross-section of individuals within Palm Beach County and therefore waives the maximum number of members set forth in Resolution 2013-1393. The Task Force shall be composed of representatives of the following entities:

- (a) Six (6) City elected officials appointed by the Palm Beach County League of Cities, which represent a cross section of small, medium, and large cities, one of whom shall be an elected official of a city that purchases water from another municipality or water utility. For each of the six members appointed, the Palm Beach County League of Cities shall also appoint an alternate member to serve in the appointed member's absence. Alternate members must be municipal elected officials and must be from a different similarly-sized municipality.
- (b) One (1) County Commissioner or their appointee and an alternate appointed by the Board of County Commissioners.
- (c) One (1) Special Independent District Water and/or Wastewater Provider or Utility Water and/or wastewater Provider official and an alternate appointed by the Board of County Commissioners.
- (d) One (1) Lake Worth Drainage District Representative and an alternate appointed by the Board of County Commissioners.
- (e) One (1) Drainage/Water Control District elected official and an alternate appointed by the Board of County Commissioners.
- (f) One (1) South Florida Water Management District Governing Board Member and an alternate appointed by the Governing Board.
- (g) One (1) Environmental Representative familiar with water resource issues in southeast Florida and an alternate appointed by the Board of County Commissioners.
- (h) One (1) Land Owner in Palm Beach County, actively farming that land to represent the agricultural interests in Palm Beach County, and an alternate appointed by the Board of County Commissioners.
- (i) One (1) Indian Trail Improvement District representative and an alternate appointed by the Indian Trail Improvement District Board of Supervisors.

**Section 5. Appointments.** All members must reside in Palm Beach County at the time of appointment and while serving on the Task Force.

Members shall be appointed to serve for staggered terms of three (3) years with a limit of three (3) consecutive terms. The terms of those members and alternates set forth in Section 4(a) and 4(b) shall terminate on September 30, 2015. The terms of those members and alternates set forth in Section 4(c) through 4(i) shall terminate on September 30, 2016. Terms shall begin on October 1st and end on September 30th. Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count towards the member's term limits.

**Section 6. Conflict of Interest.** Members shall be governed by the applicable provisions of the Florida Code of Ethics for Public Officers and Employees and the applicable provisions of the Palm Beach County Code of Ethics.



**Section 7. Compensation.** Members shall receive no compensation for services, but may be entitled to travel reimbursement incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities and only when sufficient funds have been budgeted and available as set forth in PPM CW-O-038. Approval Authority for pre-authorized board member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with PPM CW-F-009. No other expenses will be reimbursable except documented long distance telephone calls to the liaison County department.

**Section 8. Attendance.** Members shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings or a failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as a failure to attend a meeting. Members removed pursuant to this paragraph shall not continue to serve on the Task Force and such removal shall create a vacancy.

**Section 9. Officers.** The Task Force shall elect a Chair, Vice-Chair, and a Chair Pro-Temp. The Task Force shall adopt rules of procedure, including provisions for quorum, voting and consideration of motions and other items, and establish such standing committees as necessary to conduct the work of the Task Force.

**Section 10. Meetings.** The Task Force shall meet on a regular basis. A quorum must be present for the conduct of all regular meetings. A majority of the sitting members appointed shall constitute a quorum. The chairperson may call a meeting or a meeting may be called upon the written request of three members.

**Section 11. Conduct of Meetings.** All meetings shall be governed by Robert's Rules of Order and shall comply with the Sunshine Law. Reasonable public notice of all meetings shall be provided. All meetings of the Task Force shall be open to the public at all times and minutes shall be taken at each meeting.

**Section 12.** A Technical/Professional staff workgroup ("TP Workgroup") may be designated by the entities in Section 4 to advise the Task Force on matters such as, but not limited to, water resource availability, management, facilities and infrastructure, supply and constraints, and other technical, environmental, and professional subject matters as requested by the Task Force.

**Section 13.** The following Technical/Professional staff shall be designated by the Task Force to serve on the TP Workgroup upon recommendation by the TP Workgroup Chair. The Palm Beach County Water Resources Manager will serve as the Chair of the TP Workgroup.

- (a) Four staff persons appointed by the League of Cities from representative municipal governments in Palm Beach County;
- (b) One (1) County Staff person from the Department of Environmental Resource Management;
- (c) One (1) County staff person from the Department of Water Utilities;
- (d) One (1) staff person from the Lake Worth Drainage District;
- (e) One (1) staff person from a Special Independent District Water and/or Wastewater Provider or Utility Water and/or Wastewater Provider;
- (f) One (1) water management staff person from the South Florida Water Management District;
- (g) One (1) builder representative appointed by the Florida Home Builders Association;
- (h) One (1) staff person from the Florida Department of Environmental Protection;
- (i) One (1) staff person from the Florida Department of Agricultural and Consumer Services to represent agricultural interests;
- (j) One (1) person representing the public at large;
- (k) One (1) staff person from the Palm Beach County Health Department;
- (l) One (1) grower representative appointed by the Palm Beach County Chapter of the Florida Nursery Growers and Landscape Association.

**Section 14.** The Technical/Professional staff workgroup may meet as scheduled by its chair. The TP Workgroup, following the appointments made pursuant to Section 4, shall meet for the purpose of selecting a Vice-Chair, adopting any necessary rules of procedure, appointing

any standing workgroup subcommittees, and address issues identified by the Task Force for future technical evaluation by the TP Workgroup.

**Section 15.** Palm Beach County Water Utilities Department shall provide staff support to the Task Force.

**Section 16.** Support staff will prepare meeting notices and minutes, maintain records, coordinate or prepare draft reports, and prepare final reports containing the findings and recommendations of the Task Force.

**Section 17.** The governmental entities adopting this resolution recognize and agree their participation as members of the Task Force is a voluntary effort. The participating governments further recognize that any final report issued by the Task Force shall not be construed as imposing any mandates upon the participants or other government entities within Palm Beach County. It is understood and desired, rather, that the collaborative work of the Task Force serve as recommendations for state and federal agencies, Palm Beach local governments, businesses, and residents as each community moves forward with consideration and decision-making regarding future water resources planning, development, and management.

**Section 18. Uniform Policies and Procedures of Advisory Boards.** The 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 further amended by action of the Board of County Commissioners.

**Section 19. Effective Date.** The provisions of this Resolution shall become effective upon approval of the Board of County Commissioners.

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, the vote was as follows:

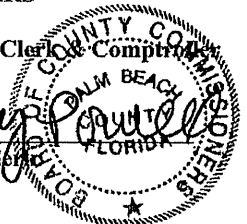
Commissioner Steven L. Abrams, Mayor	-	<u>Aye</u>
Commissioner Priscilla A. Taylor, Vice Mayor	-	<u>Aye</u>
Commissioner Hal R. Valeche	-	<u>Aye</u>
Commissioner Paulette Burdick	-	<u>Aye</u>
Commissioner Shelley Vana	-	<u>Aye</u>
Commissioner Mary Lou Berger	-	<u>Aye</u>
Commissioner Jess R. Santamaria	-	<u>Aye</u>

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

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

Sharon R. Bock, Clerk of the Board

BY: Sharon R. Bock  
Deputy Clerk



APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

BY: [Signature]

**WRTF Members**

**May 2018**

<u>Member</u>	<u>Organization</u>	<u>Alternate</u>	<u>Organization</u>
<b>Vacant</b>		<b>Vacant</b>	
Paula Ryan	City of West Palm Beach	<b>Vacant</b>	
Milton (Chip) Block (Vice-Chair)	Jupiter Inlet Colony	Terence Davis	City of Riviera Beach
Jason Haselkorn	Town of Juno Beach	<b>Vacant</b>	
Myra Koutzen	Town of Palm Beach Shores	Rachelle Litt	City of Palm Beach Gardens
David Stewart	Town of Lantana	Don Magruder	Town of Ocean Ridge
Paulette Burdick	Palm Beach County	Mary Lou Berger	Palm Beach County
<b>Vacant</b>		<b>Vacant</b>	
Harry Raucher	LWDD	Jim Alderman	LWDD
Adrian Salee	NPBCID	Greg Bloc	NPBCID
Melanie Peterson	SFWMD	<b>Vacant</b>	
John Flanigan	Environmental Interests	Dick Tomasello	Environmental Interests
Ted Winsberg	Farming Interests	<b>Vacant</b>	
<b>Vacant</b>	ITID	Greg Shafer	ITID