



Application for Appointment to City Boards

Personal Information *(Please print or type)*

Name: _____ Home Phone: _____

Home Address: _____

E-Mail Address: _____ Cell Phone: _____

Occupation: _____ Business Phone: _____

Business Name: _____

Business Address: _____

Eligibility – Please Circle

Are you a resident of the City?	Yes	No	If yes, length of time: _____
Are you a registered voter?	Yes	No	If yes, what County: _____
Do you own property in the City?	Yes	No	If yes, address: _____
Do you hold a public office?	Yes	No	If yes, Office name: _____
Are you employed by the City?	Yes	No	If yes, position: _____
Are you currently serving on a Board?	Yes	No	If yes, Board Name: _____
Have you been convicted of a felony?	Yes	No	If yes, provide date: _____
Have your civil rights been restored?	Yes	No	If yes, provide date: _____
Have you filed bankruptcy?	Yes	No	If yes, provide date: _____

Potential Conflict of Interest: Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Jacksonville Beach? **Yes** **No**

If yes, please provide details: _____

City Boards *Please indicate your preferences by ranking - denote your Primary choice with a "1", Secondary choice with a "2".*

Board of Adjustment	Planning Commission
Community Redevelopment Agency	Pension Trustee

Please list the type of City meetings you have attended: _____

Qualifications *(Briefly describe specific expertise, abilities, or qualifications)* _____

Education: _____

Application for Appointment to City Boards *(cont.)*

State Reporting Requirements

Section 760.80, Florida Statutes, requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board members and elected officials. Please circle the appropriate responses.

Race

- | | |
|--|------------------------------------|
| <input type="checkbox"/> African-American | <input type="checkbox"/> Caucasian |
| <input type="checkbox"/> Asian/Pacific Islander | <input type="checkbox"/> Hispanic |
| <input type="checkbox"/> American Indian/Alaskan | <input type="checkbox"/> Not Known |

Gender

- Female
 Male

Physically Disabled

- Yes
 No

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes.

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete, or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Clerk and are valid for two years from the date they are submitted. All applicants are interviewed following their application submittal. When vacancies occur, the City Council considers all eligible applicants and votes to make board appointments.

By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

Date Applicant's Signature

Please do not write below – Staff use

Date application received: _____

Interviewed on: _____

Eligible for appointment **Yes** **No** If not eligible for appointment
 Explanation: _____

Appointed to: _____ Date: _____

Appointed to: _____ Date: _____

Appointed to: _____ Date: _____

BRIEF DESCRIPTION OF CITY BOARDS

(All positions are strictly voluntary and do not receive compensation)

Board of Adjustment (BOA)

- Meets 1st and 3rd Tuesday of each month - 7:00 P.M. in the Council Chambers at City Hall
- The Board of Adjustment hears, reviews, approves with or without conditions, or denies variances to the terms of the Land Development Code. The Board of Adjustment's members are appointed by the City Council. Five members appointed by City Council serve four-year terms, while two alternates serve two-year terms. Eligibility criteria: qualified elector and two-year residency requirement before appointment. No member of the City Council or a City employee may serve on the Board of Adjustment. All board members are required to file an annual financial disclosure with the State of Florida.

Community Redevelopment Agency (CRA)

- Meets the 2nd Monday of each month - 5:00 P.M. in the Council Chambers at City Hall
- The Community Redevelopment Agency is a five-member board appointed by the City Council and is in charge of the redevelopment of two areas within the City.
 - *The South Beach Redevelopment District is composed of approximately 356 acres near the intersection of J. Turner Butler Boulevard and west of Third Street (SR A1A).*
 - *The Downtown Redevelopment District is composed of 185 acres from 13th Avenue South to 9th Avenue North and from Third Street (SR A1A) to the ocean.*
- The Agency is responsible for implementing two redevelopment plans as adopted by the City Council. As part of the implementation process, the Agency is responsible for marketing the areas, identifying developers, issuing Requests for Development Proposals, selecting developers, contract negotiation, financing plans, and monitoring contract implementation. Five members appointed by City Council serve four-year terms. Eligibility criteria: Members must reside in or be engaged in business in Jacksonville Beach. The Agency is responsible to the City Council. All board members are required to file an annual financial disclosure with the State of Florida.

Planning Commission (PC)

- Meets the 2nd and 4th Monday of each month - 7:00 P.M. in the Council Chambers at City Hall
- The Planning Commission serves as the Local Planning Agency as required by Florida Statutes and reviews and approves, approves with conditions or disapproves Conditional Use zoning applications for development permits and amendments to the Comprehensive Plan. The Commission also hears requests for rezonings and makes recommendations to the City Council on the approval of rezoning, land development code text amendments, and comprehensive plan amendments. Five members appointed by City Council serve four-year terms, while two alternates serve for four-year terms. Eligibility criteria: qualified elector and two-year residency requirement before appointment. No member of the City Council or a City employee may serve on the Planning Commission. All board members are required to file an annual financial disclosure with the State of Florida.

Pension Boards

- Meet quarterly the 2nd Tuesday of *February, May, August, November* - 3:00 P.M. in the Council Chambers at City Hall, or more frequently, if needed (dates and time subject to change)
- The City has three Retirement System boards of trustees: General Employees', Police Officers', and Firefighters'. Boards consist of five trustees: two appointed by Council, two elected by member employees, and one selected by the other four trustees and appointed as a ministerial act by the Council.
- The General Employees' board trustee appointments by the Council consist of Council members who serve at the pleasure of the Council for indefinite terms; and, the other trustees serve four-year terms. Eligibility criteria: the fifth trustee selected by the other four trustees has no residency or employment requirements.
- Both the Police Officers' and Firefighters' board trustees serve two-year terms. Eligibility criteria: Council-appointed trustees must reside in Jacksonville Beach; and, the fifth trustee selected by the other four trustees has no residency or employment requirements.
- Trustees have a fiduciary responsibility in administering the plans in accordance with ordinances adopted by City Council and other statutory requirements. All board trustees are required to file an annual financial disclosure with the State of Florida.

