



Town of Loxahatchee Groves
Town Clerk's Office
155 F Road
Loxahatchee Groves, Florida 33470
Phone: (561) 793-2418 Fax: (561) 793-2420

BOARDS AND COMMITTEES APPLICATION

This information is for consideration of appointment to a Town Board or committee. Please complete and return this form to the Town Clerk, along with your *resume and proof of residency, such as a government-issued identification or voter registration card.*

PLEASE NOTE: Florida Public Records Law is very broad. Documents relevant to town business are public records and are subject to public disclosure upon request. Your information provided within this application may, therefore, be subject to public disclosure.

NAME: _____

HOME ADDRESS: _____ APT. NO. _____

EMAIL ADDRESS: _____ PHONE: _____

PLEASE SELECT THE BOARD(S) / COMMITTEE(S) ON WHICH YOU ARE INTERESTED IN SERVING. (A description of the responsibilities of each Board is on the back of this application.)

- ☐ Agritourism Committee
- ☐ Finance Advisory and Audit Committee (FAAC)
- ☐ Planning & Zoning Board (P&Z)
- ☐ Roadway, Equestrian Trails and Greenway Committee (RETGAC)
- ☐ Unified Land Development Code Review Committee (ULDC)

PLEASE MARK YES OR NO FOR EACH OF THE FOLLOWING QUESTIONS:

1. Are you a resident of Loxahatchee Groves? ☐ Yes ☐ No
2. Are you a registered voter in Loxahatchee Groves/Palm Beach County, FL? ☐ Yes ☐ No
3. Are you currently serving on a Town Board? ☐ Yes ☐ No
4. Have you ever served on a Town Board/Committee? ☐ Yes ☐ No

If so, please indicate the Board(s)/Committee(s)? _____ Date of Service: _____

5. Are you willing to attend monthly board meetings? In Person / Telecom ☐ Yes ☐ No

Per Resolution, I understand any member absence from three (3) consecutive meetings will be considered as resignation from the board/committee. ☐ Yes ☐ No

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Please list any special talent, qualification, education, or professional experience that would contribute to your service on the Board/Committee you have selected.

Please summarize your volunteer experience(s):

Upon receipt of your application, it will be forwarded to the Town Council for their review and final approval for any available vacancy.

Provide the Name and Seat No. of the Councilmember who supports your nomination:

Name of Councilmember

Seat No.

I hereby certify that the statements and answers provided are true and accurate to the best of my knowledge.

Signature of Applicant

Date

☐ Resume Attached.

BOARDS & COMMITTEES
DESCRIPTION and REQUIRED QUALIFICATIONS

All Board/Committee Members are required to complete the Palm Beach County Commission on Ethics - Code of Ethics Training every two (2) years.

Members of advisory boards must meet the following minimum qualifications:

- ☐ Be a resident of the Town of Loxahatchee Groves.
- ☐ Not have an unresolved lien ordered by the town's special magistrate against the member or a business entity in which the member either directly or indirectly owns an equitable or beneficial interest of more than five percent of the total assets or capital stock. Business entity means any corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, or similar entity.
- ☐ Not be a member of any other town advisory board, unless the other advisory board is an ad-hoc advisory board; and
- ☐ Any qualifications that have been adopted by resolution or ordinance of the town council specific to the advisory board to which the member is appointed.

AGRITOURISM COMMITTEE

Description: Recommend to the Town Council potential substantial offsite impacts of agritourism activities and develop recommendations to mitigate substantial offsite impacts to balance the needs of the agritourism operation with the health, safety, and welfare of the public and the peace and tranquility of the surrounding residential communities.

Additional Qualifications:

- ☐ Be a resident or landowner within the Town.
- ☐ Shall be active in the agritourism industry within the Town.

FINANCE ADVISORY AND AUDIT COMMITTEE (FAAC)

Description: Act as the Audit Committee in order to provide for auditor selection functions consistent with Section 218.391, Florida Statutes, upon motion of the Town Council. Reviews and analyzes Projects and Financial activities of the Town assigned by the Town Council or Town Manager and makes recommendations to the Town Council.

Additional Qualifications:

- ☐ Be a resident or landowner within the Town.

PLANNING & ZONING BOARD (P&Z)

Description: Shall hear and make recommendations to the Town Council as to the finding of fact on applications

Boards and Committee Application

e.g., re-zoning, Zoning Ordinance Amendments, Site Plans, Conditional Uses, Special Exceptions Permitted within each Zoning District Variances...any other planning or zoning-related matter referred to it by the Town Council.

Additional Qualifications:

- ☐ File Statement of Financial Interests Disclosure (Form 1) on an annual basis.
- ☐ Knowledge concerning the function of municipal government, planning and zoning matters, and municipal development, as well as the professions associated with development, including, without limitation, architects, planners, attorneys, engineers, and contractors.
- ☐ Shall hold no other Town office or position.

ROADWAY, EQUESTRIAN TRAILS AND GREENWAY COMMITTEE (RETGAC)

Description: Advise the Town Council on issues related to roadways, multi-purpose and equestrian trails, greenways, parks, and water.

UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE (ULDC)

Description: Review the Town's Unified Land Development Code (ULDC) and advise the Town Council as to suggested revisions to the ULDC.