

**CITY OF FORT WALTON BEACH
APPLICATION TO SERVE
On City Agencies, Authorities, or Boards**

Name: _____
 Home address (include zip code): _____
 Home/Cell phone: _____ E-mail: _____
 Business address: _____ Business Phone: _____

PLEASE NOTE: ALL BOARDS REQUIRE FILING FINANCIAL DISCLOSURE FORM WITH SUPERVISOR OF ELECTIONS WITHIN THIRTY (30) DAYS OF APPOINTMENT

CHECK ANY ONE OF THE FOLLOWING please see other side of application for a brief description of duties

1) BOARD OF ADJUSTMENT	2) CODE ENFORCEMENT BOARD	3) LOCAL PLANNING AGENCY
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The above boards shall consist of seven (7) members and two (2) alternates. Alternates shall participate in the meeting but shall not be seated to vote except upon the absence of a regular member. Terms for above boards shall begin on October 1 of each year and shall be for four (4) year terms, except the Code Enforcement Board, whose terms are for three (3) year terms. The above boards require members to be City residents for one (1) year and to be registered voters (Per Ord. 1861 adopted 3/27/12 which adopts the 2012 Land Development Code). Appointments are made by the City Council.

1) FIREFIGHTERS' RETIREMENT FUND	2) POLICE OFFICERS' RETIREMENT FUND	3) FORT WALTON BEACH HOUSING AUTHORITY BOARD
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The Firefighters' and Police Officers Retirement Fund Boards includes two (2) City residents appointed by the City Council for two (2) year terms. (Per F.S.S. #175.061 (Fire) and Per F.S.S. #185.05 (Police)). The Fort Walton Beach Housing Authority Board includes a tenant commissioner and appointment is made by the Mayor and approved by City Council. (Per Sec. 2-72; F.S.S. Ch. 421)

1. Brief Resume of Education and Experience _____

2. What options would you initiate if appointed? _____

3. How you would address issues if appointed? _____

4. Do any circumstances/conditions exist which may inhibit your ability to be totally objective? NO _____ YES _____
 If yes, explain: _____

5. What special qualifications do you feel you will bring to this Board? _____

6. Until you are selected for the Board of your choice, may we submit your application when vacancies occur rather than contacting you? YES _____ NO, I wish to be contacted first _____.

7. Would you consider serving on another Board other than the one you selected above? YES _____ NO _____
 Other Board(s) in which you would be interested _____

SIGNATURE _____ DATE _____

NOTE: Application effective for **ONE YEAR** from date of submission. If you have any questions on the above, please call the City Clerk, Helen Spencer, at 833-9509 or by e-mail at hspencer@fwb.org.

INFORMATION BELOW FOR USE ONLY BY THE CITY

Appointed to: _____
Date of original appointment: _____ Length of Term: _____
Date(s) re-appointed: _____

BRIEF DESCRIPTION OF CITY BOARDS/COMMITTEES

Below is a brief description of the various Boards on which City residents may volunteer to serve. The City Clerk maintains a file of candidate applications and when an opening occurs, the appointments are made by the City Council. Applications are available in the City Clerk's Office or on the City's Web page at www.fwb.org.

MUST BE A CITY RESIDENT FOR A MINIMUM OF ONE (1) YEAR AND BE A REGISTERED VOTER TO SERVE ON THE FOLLOWING THREE BOARDS.

CITY BOARDS

BOARD OF ADJUSTMENT (Sec. 1.06.02, LDC) Seven (7) members and two (2) alternates, 4-year terms.

- **Duties:** 1) Review, consider, and render decisions regarding applications to expand or modify benign nonconformities; 2) Review, consider and render decisions regarding applications for variances; 3) Review, consider, and render decisions regarding appeals of administrative decisions; and 4) Consider such other matters as may be assigned by the City Council. **Meetings are held the fourth Thursday of the month at 5:30 pm, when needed.**

CODE ENFORCEMENT BOARD (Sec. 1.06.02, LDC) Seven (7) members and two (2) alternates, 3-year terms

- **Duties:** Authority to impose administrative fines and other non-criminal penalties to enforce the provision of the codes and ordinances. The powers, duties and responsibilities of the CEB shall comply with the requirements set forth in Chapter 162, Part I, F.S. **Meetings are held the second Wednesday of the month at 4:00 pm.**

LOCAL PLANNING AGENCY (Sec. 1.06.02, LDC) Seven (7) members and two (2) alternates, 4-year terms.

- **Duties:** 1) Serve as the Local Planning Agency (LPA) required by Section 163.3174 F.S.; 2) Prepare, or cause to be prepared, the Comprehensive Plan or any element or portion thereof; 3) Prepare, or cause to be prepared, this LDC; 4) Initiate, review, hear, consider, and make recommendations to the City Council to approve, approve with conditions, or deny applications to amend the text, Future Land Use Map, or other portions of the Comprehensive Plan; 5) Initiate, review, hear, consider, and make recommendations to the City Council to approve, approve with conditions, or deny applications to amend the text of this LDC; 6) Initiate, review, hear, consider, and make recommendations to the City Council on applications to rezone land and applications for approval of a PUD; and 7) Prepare studies, recommendations, plans, or other documents as may be requested by the City Council. **Meetings are held the first Thursday of the month at 5:30 pm.**

MUST BE A CITY RESIDENT TO SERVE AS A CITIZEN APPOINTMENT ON THE RETIREMENT BOARDS.

RETIREMENT BOARDS

FIRE FIGHTER'S RETIREMENT FUND (F.S.S. #175.061) 5 members, 2-year terms (2 Firefighters, 2 legal residents, and 5th member chosen by other 4 members)

- **Duties:** General administration and responsibility for the operation of the Retirement Pension Trust Fund for the City's firefighters. **Meetings are held on a quarterly basis.**

POLICE OFFICER'S RETIREMENT FUND (F.S.S. #185.05) 5 members, 2-year terms (2 Police Officers, 2 legal residents, 5th member chosen by other 4 members.)

- **Duties:** General administration and responsibility for the operation of the Retirement Pension Trust Fund for the City's police officers. **Meetings are held on a quarterly basis.**

NOT REQUIRED TO BE A CITY RESIDENT TO SERVE ON THE HOUSING AUTHORITY BOARD.

FWB HOUSING AUTHORITY (Sec. 2-72; F.S.S. Ch. 421) 7 members, 4-year terms. (Composed of 6 regular Commissioners and 1 tenant Commissioner.)

- **Duties:** To provide safe, sanitary and decent housing for low-income families at affordable rent.

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