

# *Palm Beach County*

Revised March 2020

## **Directory of Boards and Committees**



This directory lists advisory boards, commissions, committees, task forces and councils, and explains their role in Palm Beach County government. The makeup and purpose of each panel, meeting times and locations, liaison/contacts, and telephone numbers are included.

Most board members are volunteers who donate their time, knowledge and expertise. Except where noted, all members are appointed by the Board of County Commissioners.

An asterisk\* after the title denotes panels whose members are required to file a state financial disclosure form.

Except where noted, all phone numbers are in the 561 area code.

Abbreviations used throughout this publication:

BCC - Board of County Commissioners

PBC - Palm Beach County

WPB - West Palm Beach

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## Advisory Commission on Women

**Members:** 15 total: two members appointed by each county commissioner and one appointed at-large by a majority of the board. All members must be residents of Palm Beach County.

**Purpose:** To serve as a resource for issues pertaining to women of all ages, regardless of race, ethnic and cultural background, and socio-economic circumstance, including but not limited to discrimination, employment, education, homelessness and addictions, and to increase interaction between organizations, governmental agencies, and institutions whose mission is to improve the lives of women.

**Meetings:** Quarterly, fourth Wednesday of the month, 5 p.m., 301 N. Olive Ave., West Palm Beach, 12th floor conference room

**Liaison:** Office of Equal Opportunity, 355-4884

## Agricultural Enhancement Council

**Members:** Nine total with one representative from each of the following interests: Ag Reserve land owner and grower; coastal agricultural producer outside the Ag Reserve; sugar cane industry; agricultural lender; nursery owner; marketer, wholesaler or processor of agricultural products; agricultural support industry; vegetable producer in the Everglades Agricultural Area; and the equine industry.

**Purpose:** To identify promotional opportunities in Palm Beach County and to provide recommendations on the oversight and direction of same. The AEC shall be responsible for making recommendations regarding the implementation of all enhancement activities associated with agricultural economic development.

**Meetings:** Quarterly, third Wednesday of the month, 2:30 p.m., 559 N. Military Trail, West Palm Beach

**Liaison:** Cooperative Extension Service, 233-1715

## Animal Care & Control Special Masters

**Members:** Appointed by the county administrator from a pool of candidates based on experience and the following qualifications: graduate of a law school accredited by the American Bar Association, current member in good standing of the Florida Bar Association or other such qualifications established by resolution of the BCC.

**Purpose:** To make decisions relating to appeals that have been initiated concerning “dangerous” or “vicious” dogs and permits for a

kennel, pet shop, stable or commercial pasture.

**Meetings:** As needed

**Liaison:** Public Safety/Animal Care & Control, 233-1251

### Aviation and Airports Advisory Board

**Members:** Nine total: one regular member appointed by each BCC member and two appointed at-large. Members should have experience in architecture, engineering, banking, insurance, law, accounting, nonresidential construction, business or consumer area.

**Purpose:** To advise the BCC on planning, development, construction, operation and financial viability of aviation and airports activities.

**Meetings:** Monthly or as needed; place and time set by the board or determined by the chair

**Liaison:** Department of Airports, 471-7403

### Bioscience Land Protection Advisory Board

**Members:** Seven total: one member of the BCC and one representative appointed by each of the following: the governor's office and the municipalities of Palm Beach Gardens, Riviera Beach, Jupiter, Lake Park and Mangonia Park.

**Purpose:** To make recommendations on amendments to comp plan land-use maps, and zoning and land development regulations related to biotech research uses within the municipal overlays.

**Meetings:** Third Thursday of the month, 1:30 p.m., rotating locations

**Liaison:** Administration, 355-2428

### Boca Raton Airport Authority\*

**Members:** Seven total: two appointed by the BCC who must live within the Greater Boca Raton Reserve Area, and five appointed by the Boca Raton City Council. Of the five city appointees, three must reside east of the airport, one must reside west of the airport, and one may reside anywhere within the municipal borders.

**Purpose:** To exercise jurisdiction over the operation and maintenance of and improvements to the Boca Raton Airport.

**Meetings:** Third Wednesday of the month, 6 p.m., Boca Raton City Hall, 201 W. Palmetto Park Road, Boca Raton

**Liaison:** Administration, 355-3229

**Contact:** 561-391-2202

## Building Code Advisory Board

**Members:** 16 total: seven building officials, one from each BCC district; seven appointed by the Construction Industry Mgmt. Council; and one each by the American Institute of Architects, Palm Beach chapter and the Florida Engineering Society, Palm Beach chapter.

**Purpose:** To review and make recommendations to the BCC and local governments on building-related codes and standards.

**Meetings:** Third Wednesday of every other month, Vista Center, 2300 N. Jog Road, WPB, 2 p.m.

**Liaison:** Planning, Zoning & Building/Building Division, 233-5103

## Business Development Board of PBC

**Members:** 40 total, all with experience in the business field: six are appointed by the BCC, other than the county mayor, who serves on the BDB Executive Committee and the BDB Board of Directors.

**Purpose:** To stimulate economic energy, promote business diversity, and enrich the vitality of the county through the relocation, retention and expansion of companies to our area. The BDB prepares economic reports including the overall fiscal impact of creation and retention of jobs, participates in national/international trade shows, conducts local business surveys, participates in educational and workforce initiatives, produces research reports outlining local labor market trends, and develops regional strategies and marketing initiatives.

**Meetings:** fourth Friday of every other month, 8 a.m. at Palm Beach State College, Lake Worth Campus

**Liaison:** Administration, 355-6726

**Contact:** Susan Semon, 835-1008; ssemon@bdb.org

## Child Care Advisory Council

**Members:** Seven total: two from private child care or family day care facilities; one from a parochial child care facility; one consumer protection enforcement official; one fire protection, engineering or technology professional; a parent with a child in a care facility; and a representative from the Department of Children and Family Services.

**Purpose:** To make recommendations on the issuance and revocation of licenses, rules and regulations needed to protect those in child care facilities, large-family child care homes, and family child care homes.

**Meetings:** Second Wednesday of the month, 800 Clematis St., WPB

**Liaison:** Health Department/Div. of Environmental Health, 837-5900

## Citizens Advisory Committee on Health and Human Services

**Members:** 11 total representing the following: public health; physical health; behavioral health; developmental services; children and family services; adult and elderly services; education; recreation; workforce development; municipalities; business and economic development; planning/research and evaluation; transportation and housing; at least one member from the PBC League of Cities, one from the Florida Department of Health Palm Beach County, and one member residing in the area west of 20-Mile Bend.

**Purpose:** To assist in the assessment of need, planning, implementation and evaluation of a health and human service (HHS) system of care; serve as a link to local and regional health and human service planning organizations; make recommendations during the financially-assisted agencies' budget process regarding service and funding priorities, outcomes and contract requirements; develop the HHS element of the comprehensive plan; create a forum for citizen participation for all phases of the HHS element of the comprehensive plan.

**Meetings:** Second Thursday of the month, 9 a.m., 810 Datura Street, WPB, in the basement conference room

**Liaison:** Community Services, David Rafaidus, 355-4705, drafaidu@pbcgov.org

## Citizens Committee on Airport Noise

**Members:** 11 total: one appointed by each BCC member and one recommended by each of the following: PBC League of Cities; Good Neighbor Council for Aircraft Noise Control; Economic Council of PBC; and a resident of the Town of Palm Beach recommended by the Palm Beach Town Council.

**Purpose:** To consider potential noise mitigation methods and suggest programs and resolution of complaints to the Department of Airports, BCC and the staff monitoring committee; obtain input from the public as to the noise problem at PBIA and recommendations for possible methods of mitigation.

**Meetings:** Quarterly, 9:30 a.m., Dept. of Airports, 846 PBIA, WPB

**Liaison:** Department of Airports, 471-7403

### Code Enforcement Special Masters\*

**Members:** Appointed by the county administrator from a pool of candidates on the basis of experience and the following qualifications: graduate of a law school accredited by the American Bar Association; demonstrated knowledge of administrative laws, land-use law and local government regulation and procedures; current member in good standing of the Florida Bar Association; other such qualifications that may be established by resolution of the BCC.

**Purpose:** To hear and decide alleged violations of Palm Beach County codes and ordinances, including but not limited to building, electrical, fire, gas, landscaping, plumbing, signage, zoning and any other County codes adopted in the future.

**Meetings:** First Wednesday of the month, 9 a.m., Vista Center, 2300 N. Jog Road, WPB (third Wednesday for reduction of fine hearings)

**Liaison:** Code Enforcement, 233-5505

### Commission on Affordable Housing

**Members:** Nine total: all are residents of Palm Beach County, appointed at-large, with the following representation: active residential builder; active banker or mortgage banker; representative of labor in home building; advocate for low-income persons; affordable housing provider; real estate professional; representative of professional housing services; representative of service organization for special needs housing; and a representative of the PBC School District.

**Purpose:** To serve as a resource in the implementation in the housing element of the comprehensive plan through its affordable housing ordinance and consolidated plan. The findings also serve as a resource for the PBC School Board in making recommendations on school construction and boundaries and the operation and effectiveness of the school concurrency plan.

**Meetings:** Fourth Thursday of the month, 3323 Belvedere Road, Building 509, WPB

**Liaison:** Housing and Economic Sustainability, 233-3660



## Commission on Ethics

**Members:** Five total: a former law enforcement official with experience investigating white collar crime or public corruption, an attorney with experience in ethics regulation, an ethics educator, a certified public accountant and a former elected official.

**Purpose:** To review, interpret, render advisory opinions on and enforce the Palm Beach County Code of Ethics, the lobbyist registration ordinance, and the post-employment ordinance; also provide training and outreach programs for county employees and officials, county vendors, and other entities that do business with the county.

**Meetings:** first Thursday of the month, 1:30 p.m., 6th floor chambers, 301 N. Olive Ave., WPB (see website for time changes)

**Liaison:** Commission on Ethics, 233-0736

## Community Action Advisory Board

**Members:** 15 total: five elected public officials, five representing business and industry, and five representing low-income neighborhoods or target areas of the community.

**Purpose:** To administer programs of the Florida Department of Economic Opportunity and other agencies, to work with underprivileged individuals and the public and private sectors to identify and eliminate causes of poverty in the community, and to develop priorities for use of resources.

**Meetings:** Third Tuesday of the month, 6 p.m., 810 Datura St., WPB

**Liaison:** Community Services, 355-4727

## Construction Board of Adjustments & Appeals\*

**Members:** Seven total representing the following technical areas: building; electrical; plumbing; engineering; architectural; HVAC and any other licensed category, and two alternates -- one representing the above referenced qualifications and one member of the public appointed at-large.

**Purpose:** To interpret and hear appeals pertaining to building, electrical, plumbing, and other construction codes and decisions rendered by building officials; also serves as the Local Construction Regulation Board (LCRB) and the Flood Damage Prevention Board (FDPB).

**Meetings:** Second Thursday of the month, if necessary

**Liaison:** Building Division, 233-5103

## Construction Industry Licensing Board

**Members:** 15 total: two general contractors; one building contractor; one residential contractor; one electrical contractor; one plumbing contractor; one HARV contractor; one architect; one engineer; one full-time building official who meets the requirements of the Southern Standard Building Code; one roofing contractor; one swimming pool contractor and three consumer representatives. Consumer members may be any resident of the local jurisdiction who is not and has never been a member or practitioner of a profession regulated by the licensing board or a member of a closely related profession.

**Purpose:** To establish qualifications and competency of contractors working in the county; provide for the testing and licensing of these contractors and, if necessary, revoke licenses.

**Meetings:** Fourth Monday or as needed, 2300 N. Jog Road, WPB

**Liaison:** PZ&B/Contractors Certification Division, 233-5525

## Consumer Affairs Hearing Board

**Members:** Seven total, all appointed by the BCC. One is an attorney licensed to practice in the state of Florida, and six are appointed on the basis of experience or interest in the field of consumer affairs.

**Purpose:** serves in an advisory capacity to the BCC and as an appellate board to hear administrative appeals filed by persons disputing staff decisions related to unfair and/or deceptive trade acts or practices, or the denial, suspension or revocation of vehicle-for-hire, towing or moving company business permits or driver I.D. badges.

**Meetings:** As needed

**Liaison:** Consumer Affairs, 712-6600

## Criminal Justice Commission

**Members:** 32 total: 21 from the public sector and 11 from the private sector. Public sector members: a county commissioner, the sheriff, clerk of the circuit court, state attorney, public defender, chief judge, a juvenile division administrative judge, and the circuit administrator of the Florida Department of Corrections - all of the 15th Judicial Circuit, a supervisory special agent with the FBI, senior agent with the Drug Enforcement Administration, PBC School Board member, PBC Legislative Delegation member, PBC League of Cities member, District IX juvenile justice manager, president of the Police Chiefs Association,

West Palm Beach police chief, president of Crime Prevention Officers Association, U.S. Attorney-Southern District of Florida or Assistant U.S. Attorney-West Palm Beach office, resident agent-in-charge of Bureau of Alcohol, Tobacco & Firearms-West Palm Beach office; administrator-Florida Department of Corrections, Fifteenth Circuit, member of the PBC Association of Criminal Defense Lawyers. The 11 members from the private sector are all nominated by the Economic Council of Palm Beach County and confirmed by the BCC.

**Purpose:** To study all aspects of criminal justice and crime prevention systems within the federal, state, county, municipal and private agencies of PBC; to study health and human services and education systems as they pertain to criminal justice and crime prevention; and make recommendations to BCC on policies and programs.

**Meetings:** Fourth Monday of the month, 8 a.m., 301 N. Olive Ave., 12th floor conference room, WPB (no meeting in June, July or August)

**Liaison:** Criminal Justice Commission, 355-4943

## Discover the Palm Beaches Board of Directors

**Members:** 22 total, 17 of whom are voting members: seven citizens appointed by the BCC; five members working in the tourism industry appointed by the PBC Hotel and Lodging Association; five appointed at-large by the DPB Board of Directors; one nonvoting member designated by the TDC chair. Three additional ex-officio nonvoting members may be designated by the DPB Board of Directors.

**Purpose:** to increase visitation and contribute to Palm Beach County's overall economic development.

**Meetings:** Second Tuesday of the month, 3 p.m., TDC board room, 1555 Palm Beach Lakes Blvd., Suite 900, WPB

**Liaison:** Administration, 355-6726; DPB 233-3000

## Educational Facilities Authority

**Members:** Seven total, one appointed by each county commissioner. One must be a trustee, director or officer of an institution of higher learning. The remaining six members are citizens appointed at-large.

**Purpose:** To advise on financial assistance regarding the need for higher educational facilities in PBC.

**Meetings:** At the call of the chair

**Liaison:** Administration, 355-3229

**Contact:** Scott Rhine, 561-314-2201, [scott@rhinecpa.com](mailto:scott@rhinecpa.com)

## Emergency Medical Services Advisory Council

**Members:** 20 total: one appointed by each county commissioner, three hospital CEOs representing Tenet, HCA and independents, and one representative from each of the following: Fire Chiefs Association, private ambulance providers, an emergency room physician, an EMS provider from a Palm Beach County EMS facility, PBC Health Care District Trauma Management Agency, PBC Medical Society, Inc., PBC Medical Directors Association, Emergency Room Nurses Forum, Economic Council, Inc., and the PBC Council of Firefighters.

**Purpose:** To advise and make recommendations to the BCC regarding emergency medical service.

**Meetings:** Third Thursday of odd-numbered months, 9 a.m., Emergency Operations Center, 20 S. Military Trail, WPB

**Liaison:** Public Safety/EMS, 712-6480

## Environmental Appeals Board

**Members:** Five total: a professional engineer from the Palm Beach branch of the American Society of Civil Engineers; a water resource professional from the South Florida Water Management District; a drinking water engineer from Department of Environmental Regulations; a member of the Gold Coast Builders Association; and an attorney from the PBC Bar Association.

**Purpose:** To hear appeals made by the PBC Public Health Unit or the environmental control officer under rules of the Unified Land Development Code (ULDC).

**Meetings:** As needed, 9 a.m., 800 Clematis Street, WPB, Room 112

**Liaison:** Health Dept., Legal Division, Precious Woods, 671-4008

## Environmental Control Hearing Board\*

**Members:** Five total: a lawyer recommended by the PBC Bar Association; a medical doctor recommended by the PBC Medical Society; an engineer recommended by the PBC Chapter of the Florida Engineering Society; and two citizens appointed at-large by the BCC.

**Purpose:** To hear and conduct public hearings into the merits of alleged environmental ordinance violations and to issue injunctive and affirmative relief and impose civil penalties for such violations.

**Meetings:** Every 45 days, 800 Clematis Street, WPB, Room 112

**Liaison:** Health Dept., Legal Division, Precious Woods, 671-4008

## Equal Business Opportunity Advisory Committee

**Members:** 15 total including a Hispanic, a black, a woman and a white male who own certified small businesses, a business owner residing in Palm Beach County, and one representative of each of the following: business incubator program, Hispanic business organization, women's business organization, professional services organization, certified minority contractor, financial institution that assists small businesses, Black Chamber of Commerce of PBC, National Organization of Women in Construction, Associated General Contractors Association, and Small Business Development Center.

**Purpose:** To review, evaluate and monitor small business programs, policies and procedures within county government, evaluate resolutions and ordinances, including implementation by county departments; act as a conduit between county government and business organizations, trade associations, chambers, and small and minority/women businesses; monitor minority/women business enterprise participation, legislative initiatives and other issues that impact small and minority/women business enterprise operations, and advise the BCC.

**Meetings:** third Wednesday of the month, 8:30 a.m., 50 S. Military Trail, Suite 2N-144, WPB (no meeting in July or December)

**Liaison:** Office of Equal Business Opportunity, 616-6840

## Fair Housing/Equal Employment Board

**Members:** Nine total: one appointed from each BCC district and two members appointed at-large by the BCC.

**Purpose:** To promote and encourage fair treatment, equal opportunity, mutual understanding and respect for all persons in housing, public accommodation and employment and work to eliminate discrimination and antagonism against all persons.

**Meetings:** Quarterly, third Wednesday of the month, 5:30 p.m., 301 N. Olive Avenue, sixth floor, WPB

**Liaison:** Office of Equal Opportunity, 355-4884

## Farmworker Program Advisory Board

**Members:** Nine total: all members appointed at-large represent-

ing a cross-section of students, business and community leaders, stakeholders, and farmworkers.

**Purpose:** To provide education and job training to seasonal and migrant farm workers and to advise, assist, support and advocate on matters that strengthen employment opportunities for clients served by the program.

**Meetings:** pending

**Liaison:** Community Services, 561-992-7406

## Fire Code Board of Appeals and Adjustments

**Members:** Eight total: a registered engineer practicing in the mechanical field, a certified general contractor, a certified fire alarm contractor, a certified fire sprinkler contractor, a registered architect, a PBC municipal building official, a PBC municipal fire service representative, and a citizen not eligible under other categories.

**Purpose:** To make decisions on fire code appeals and recommend changes to the fire code.

**Meetings:** As needed, 405 Pike Road, WPB

**Liaison:** Fire Rescue, 616-7030

## Fire Rescue Advisory Board

**Members:** Seven total: one appointed by each BCC member.

**Purpose:** To advise the BCC on adequate levels of service, capital improvements, alternative funding means and newly proposed programs of service; to provide an organized method for receiving input from citizens on countywide Fire-Rescue services; and to create a communications network for recipients of Fire-Rescue services.

**Meetings:** Fourth Thursday of the month, 9:30 a.m., at Fire Rescue Administrative Complex, 405 Pike Road, WPB

**Liaison:** Fire Rescue, 616-7001

## Florida Atlantic Research & Development Authority

**Members:** Seven total: the FAU president or a designee, and three Palm Beach County residents and three Broward County residents, all of whom work in the private sector.

**Purpose:** To develop, operate, manage and finance research and development parks affiliated with Florida Atlantic University.

**Meetings:** Third Wednesday of every other month in FAU Board of Trustees Room, FAU Administration Building, 3rd Floor, 777 Glades

Road, Boca Raton

**Liaison:** Administration, 355-2034

**Contact:** Andrew Duffell, 416-6092, aduffell@research-park.org

### Groundwater & Natural Resources Protection Board\*

**Members:** Seven total with representatives of the following: one state registered professional engineer; one Florida Bar attorney; one hydrologist or hydrogeologist; one citizen with expertise and experience in managing a business; one biologist or chemist; one concerned citizen and one member of an environmental organization.

**Purpose:** To hold hearings and issue orders to achieve compliance with regulations and codes pertaining to land development, environmental standards, excavation, petroleum storage and cleanup, storm water pollution prevention, and water and irrigation conservation; authorized to levy fines and property liens.

**Meetings:** Bimonthly

**Liaison:** Environmental Resources Management, 233-2525

### Health Care District of Palm Beach County

**Members:** Seven total: three appointed by the BCC, three by the governor, and the director of the Florida Department of Health PBC.

**Purpose:** To ensure access to a comprehensive health care system and the delivery of quality services for Palm Beach County residents.

**Meetings:** Second Wednesday of the month, 2 p.m., 2601 10th Avenue North, Suite 100, Palm Springs

**Liaison:** Health Care District of PBC, 659-1270

### Health Council of Southeast Florida

**Members:** 12 total: six appointed by Palm Beach County, two by St. Lucie County, two by Martin County, and one each by Indian River and Okeechobee counties. Members are representatives of health care providers and purchasers and nongovernmental health care consumers. Of the seven PBC appointees, three represent health care providers, two represent health care purchasers, and two are at least 60 years of age who represent nongovernmental consumers.

**Purpose:** To define health service needs and assist health care facilities, health care providers and hospices with developing programs that will assure the best possible health services.

**Meetings:** Third Thursday of the month, 4 p.m., 600 Sandtree Drive,

Suite 101, Palm Beach Gardens

**Liaison:** Health Council of Southeast Florida d/b/a Treasure Coast Health Council, Inc., 561-844-4220

## Health Facilities Authority

**Members:** Five total, all appointed at-large.

**Purpose:** To assist not-for-profit health facilities in acquisition, construction, financing and refinancing of projects.

**Meetings:** As needed, 660 U.S. Hwy. 1, Third Floor, North Palm Beach (annual meeting held the first Tuesday in May)

**Liaison:** Administration, 355-3229

**Contact:** John Flanigan, Esq., 627-8100

## Historic Resources Review Board

**Members:** Nine total: one each with expertise in history, architecture, archaeology, architectural history and historic architecture; one resident from the area west of 20-Mile Bend with a demonstrated interest, degree or experience in one of the above disciplines; three other PBC residents.

**Purpose:** To advise the BCC regarding historic resources in unincorporated Palm Beach County.

**Meetings:** Quarterly and at the call of the chair

**Liaison:** Planning Division, 233-5331

## HIV Comprehensive AIDS Resources Emergency (CARE) Council of Palm Beach County

**Members:** 27 total, all are members of the PBC HIV Services Planning Council. Replacements are selected in accordance with the required nomination process adopted by the CARE Council. The PBC HIV Services Planning Council, Part A, and the PBC AIDS Consortium, Part B, voted separately to recommend the establishment of one council to carry out the mandates of the Ryan White Treatment Extension Act of 2009, Part A and Part B.

**Purpose:** To set priorities for the allocation of funds and develop a plan for the delivery of health services that are compatible with existing state or local plans regarding the provision of health services with HIV diseases; to assist with the efficiency of the administrative mechanism in allocating funds to the areas of greatest need; to assist in applying for grants; and to perform other such functions pursuant



to the Ryan White Treatment Extension Act of 2009.

**Meetings:** Last Monday of every other month, 3 p.m., at HIV CARE Council, 1440 Martin Luther King Blvd., Riviera Beach

**Liaison:** Community Services, 355-4730

## Homeless Advisory Board

**Members:** 14 total: one county commissioner; a law enforcement official recommended by the PBC Law Enforcement Planning Council; a board member or senior staffer with the PBC School District; an administrator with the Florida Department of Children and Families; a municipal official appointed by the PBC League of Cities; the director of the VA Medical Center; the board president of the Homeless Coalition of PBC; an executive committee officer of the Homeless and Housing Alliance; two business executives recommended by the Economic Development Council; one representative of a formerly homeless person or family recommended by the Homeless and Housing Alliance; a housing authority director recommended by the Community Services Department; a senior representative of the faith-based community recommended by the Community Services Department; and a representative from the community where the next homeless resource center is planned.

**Purpose:** To oversee the implementation of the Ten-Year Plan to End Homelessness in Palm Beach County.

**Meetings:** Third Wednesday of the month in February, May, August and November, 2-4 p.m., at the Community Services North County Office, 1440 Martin Luther King Blvd., Riviera Beach

**Liaison:** Human Services, 355-4764

## Housing Finance Authority

**Members:** Seven total: one nominee from each BCC district, four of whom must be knowledgeable in labor, finance or commerce.

**Purpose:** To help alleviate the shortage of affordable housing.

**Meetings:** Second Friday of the month, 9 a.m. at Airport Centre, 100 Australian Avenue, WPB, 4th floor training room (#4-790)

**Liaison:** Housing Finance Authority, 233-3656

## Impact Fee Review Committee

**Members:** Seven regular and three alternates: three representatives from municipalities, three representing the business community, and

one appointed at-large. The impact fee coordinator is a nonvoting member.

**Purpose:** To submit a report to the BCC when there is a full review or update of the impact fee system relating to implementation of impact fees, actual levels of service, collection, encumbrance and expenditure of all impact fees, and validity and assumptions in technical memoranda used in impact fee schedules.

**Meetings:** As necessary

**Liaison:** Financial Management & Budget, 233-5014

## Infrastructure Surtax Independent Citizen Oversight Committee

**Members:** 19 total: one appointed by each BCC member, two by the Business Forum of PBC, two by the Palm Beach-Treasure Coast AFL-CIO, and one by each of the following: Black Chamber of Commerce of PBC, Hispanic Chamber of Commerce of PBC, Economic Council of PBC, Tri City Education Committee, Florida Engineering Society Palm Beach Chapter, PBC City Management Association, Urban League of PBC, and the Associated General Contractors Association Florida East Coast Chapter.

**Purpose:** To ensure that proceeds from the voter-approved one-cent sales surtax are in line with the ballot measure and in compliance with the county's surtax plan.

**Meetings:** monthly or as needed

**Liaison:** Financial Management & Budget, 355-2580

## Internal Audit Committee

**Members:** five private citizens appointed by the BCC who are independent of the audited agencies, and one alternate.

**Purpose:** To assist the BCC in fulfilling its oversight and governance responsibilities of county operations.

**Meetings:** Quarterly at Vista Center, 2300 N. Jog Road, WPB

**Liaison:** Internal Auditor, 681-4470

## Investment Policy Committee

**Members:** Seven total with the following representation: one member of the BCC; the director of Financial Management & Budget or a staffer appointed by the county administrator, the sheriff or a designee, and one or more of the following totaling four but no more than

two per category: an investment or securities banker, a local banker, and a citizen with investment or securities experience.

**Purpose:** To address liquidity, risk diversification, safety of principal, yield, maturity and investment quality and the qualifications of investors for use in investment of Palm Beach County government funds.

**Meetings:** Three per year or as needed, 301 N. Olive Ave., 12th floor conference room (or suitable location), WPB

**Liaison:** Financial Management & Budget, 355-4150

## Land Development Regulation Advisory Board

**Members:** 19 total: one per each BCC district, two alternates appointed at-large, and 10 with the following representation: Gold Coast Builders Association, PBC League of Cities, Florida Engineering Society, American Institute of Architects, PBC Board of Realtors, Florida Society of Professional Surveyors, Association of General Contractors of America, PBC Planning Congress, a condo or homeowners association, and an environmental organization.

**Purpose:** To periodically review provisions of the unified land development code (ULDC) that are not reviewed by another BCC advisory board and make recommendations to the BCC; to make its special knowledge and expertise available as directed by the BCC; and to serve as the Land Development Regulation Commission.

**Meetings:** Fourth Wednesday, 2 p.m., 2300 N. Jog Road, WPB

**Liaison:** Planning, Zoning & Building/Zoning Division, 233-5232

## Library Advisory Board

**Members:** 15 total: two appointed by each member of the BCC and one appointed at-large; all must be residents of the Library District

**Purpose:** To review policies and programs of the PBC Library System including budgetary requirements and work with the library director to improve and expand library service.

**Meetings:** Second Monday of the month, 1:30 p.m., Main Library, 3650 Summit Blvd., WPB; special meetings at the call of the chair

**Liaison:** PBC Library System, 233-2600

## Natural Areas Management Advisory Committee (NAMAC)

**Members:** Seven total: a PBC Parks & Recreation Department staffer; a biological scientist; a professional educator with knowledge of South Florida ecosystems; a natural area manager; a local municipal government public recreation program staffer; and two citizens at-large with interest in the preservation and conservation of natural areas.

**Purpose:** To review and comment on staff-developed management plans; hold public hearings relating to the management plans; review results of ongoing monitoring of natural areas; and periodically review management plans for possible modification. Actions, decisions and recommendations of the committee are advisory only.

**Meetings:** Third Friday of the month, 1:30 p.m., Vista Center, 2300 N. Jog Road, WPB, first floor

**Liaison:** Environmental Resources Management, 233-2477

## Palm Beach Transportation Planning Agency (TPA)

**Members:** 19 total: five members of the BCC, two from West Palm Beach, two from Boca Raton, one each from Boynton Beach, Delray Beach, Lake Worth, Riviera Beach, Jupiter, Palm Beach Gardens, Belle Glade, Wellington, Royal Palm Beach/Greenacres (shared) and the Port of Palm Beach District.

**Purpose:** To accomplish transportation planning and programming goals within the guidelines of federal, state and local laws and rules.

**Meetings:** Third Thursday of the month, 9 a.m., 301 N. Olive Avenue, 12th floor conference room, WPB

**Liaison:** Palm Beach TPA, 684-4170

## Palm Tran Service Board

**Members:** 13 total, all are PBC residents and appointed by the BCC with the following representation: two with transportation experience, one with extensive paratransit experience, a disability advocate, an environmental advocate, an elected PBC municipal official, a member of the business community, a diverse communities representative, a senior citizen, a certified paratransit user, a regular fixed-route bus rider, a fixed-route bus operator, a citizen at-large, and a resident of

the Lake Region.

**Purpose:** To advise the BCC regarding Palm Tran's fixed-route and paratransit programs and provide an ongoing mechanism for the participation of individuals with and without disabilities in the development, implementation and assessment of all Palm Tran services.

**Meetings:** Fourth Thursday of the month, 1:30 p.m., Palm Beach County Vista Center, 2300 N. Jog Road, Room 1W47/50, WPB

**Liaison:** Palm Tran, 841-4343

## Personnel Appeals Board

**Members:** Seven total: one per each BCC district; may not be an elected official or a Palm Beach County government employee.

**Purpose:** To hear discharge cases of merit system employees.

**Meetings:** Second Thursday of the month, 100 Australian Avenue, Suite 300, WPB

**Liaison:** Human Resources, 616-6861

## Planning Commission

**Members:** 16 total: two per each BCC district, one appointed by the Palm Beach County School Board, and one appointed at-large.

**Purpose:** To serve as the Local Planning Agency and make recommendations to the BCC regarding the comprehensive land-use plan.

**Meetings:** Second Friday of the month and special meetings as needed, Vista Center, 2300 North Jog Road, Room VC-1E-60, WPB

**Liaison:** Planning Division, 233-5300

## Property Review Committee

**Members:** Three appointed at-large by the BCC: one representative of the PBC Property Appraiser's Office; one licensed real estate broker with an office in PBC and expertise in PBC commercial real estate; and one representative with expertise in land planning, eminent domain and/or real estate law who is a licensed attorney with offices in Palm Beach County.

**Purpose:** To review, evaluate and advise the BCC on qualifying real estate transactions involving the purchase (including eminent domain), sale or exchange of real property.

**Meetings:** As needed, second Monday of the month, 1:30 p.m., 2633 Vista Parkway, Conference Room 1-W-55, West Palm Beach;

no scheduled meetings in July or August

**Liaison:** Property and Real Estate Management, 233-0253

## Public Art Committee

**Members:** Nine total (eight regular and one alternate): one member of the PBC Cultural Council; two urban planners or architectural design professionals; one landscape architect; two professional non-profit visual art administrators; and three citizens with a significant visual art background.

**Purpose:** To advise the BCC as to the overall public art policy and coordinate selection of works for display at PBC-owned facilities.

**Meetings:** Monthly, alternating times and locations

**Liaison:** Art in Public Places, 233-0235

## Public Safety Coordinating Council

**Members:** 11 total with a representative (or designee) from each of the following: the BCC, state attorney, public defender, sheriff and Workforce Alliance, Inc.; a circuit court judge; a county court judge; a state probation circuit administrator; the director of Palm Beach County Pretrial; the director of a local substance abuse treatment program; and a local municipal probation provider.

**Purpose:** To assess population status of all county-owned detention or correctional facilities and formulate recommendations capacities of such facilities are not exceeded. Recommendations shall include an assessment of the availability of pretrial intervention or probation programs, work-release programs, substance abuse programs, gain-time schedules, applicable bail bond schedules, and the confinement status of inmates housed within each facility.

**Meetings:** First Wednesday of the month, noon, 301 N. Olive Ave., WPB, 12th floor conference room

**Liaison:** Criminal Justice Commission, 355-2314

## Regional Hazardous Materials Oversight Committee

**Members:** Five total, one from each of the following: Florida Dept. of Health PBC, League of Cities, Solid Waste Authority, PBC Fire Chiefs Association, and PBC Division of Emergency Management.

**Purpose:** To recommend a Solid Waste Authority fee schedule to partially fund hazardous materials response teams; oversee funds

recovered by response actions in accordance with Section 7 of Ordinance No. 98-13; recommend and oversee performance standards for delivery of regional hazardous materials response services; monitor and evaluate distribution of funds and supplies to each hazardous materials response service provider and review findings of the technical review team to assure effectiveness of regional delivery of hazardous materials response services.

**Meetings:** At least four times per year or as needed

**Liaison:** Fire-Rescue, 616-7000

**Contact:** District Chief William Rowley, 790-6053, ext. 2

## South Florida Regional Transportation Authority

**Members:** 10 total: three sitting county commissioners, one each from Palm Beach, Broward and Miami-Dade counties; three citizens, one from each county representing business and civic interests; three appointed by the governor and one by the FDOT secretary.

**Purpose:** To plan, develop, operate, maintain and manage a public transit system to provide efficient transportation of people and goods via railroad, buses and motor vehicles in the tri-county area of Palm Beach, Broward and Miami-Dade counties.

**Meetings:** Fourth Friday of the month, 9:30 a.m., 800 NW 33rd Street, Suite 100, Pompano Beach ([www.sfrta.fl.gov](http://www.sfrta.fl.gov))

**Contact:** Steven L. Abrams, executive director, 954-788-7918

## Sports Commission

**Members:** Up to 17 total: one each appointed by the BCC and the remainder elected by the general membership.

**Purpose:** To attract, stimulate and promote sports entertainment events and activities in Palm Beach County.

**Meetings:** First Monday of the month and at the call of the chair, 5 p.m., alternating locations

**Liaison:** Sports Commission, 233-3180

## Tourist Development Council (TDC)

**Members:** Nine total: the BCC chair or a county commissioner designated by the chair; two elected municipal officials, one of whom is from the most populous municipality in PBC; three owners or operators of motels, hotels, recreational vehicle parks or other tourist accommodations in PBC subject to the tourist development tax; and

three who are involved in the tourist industry who have demonstrated interest in tourist development but are not owners or operators of motels, hotels, or other tourist accommodations in PBC and are not subject to the tourist development tax.

**Purpose:** To prepare and submit a countywide plan for developing tourism, including anticipated net revenue from the bed tax.

**Meetings:** Second Thursday of the month, 9 a.m., 1555 Palm Beach Lakes Blvd., Suite 900, WPB

**Liaison:** Tourist Development Council, 233-3130

## Treasure Coast Regional Planning Council

**Members:** 45 total: 19 regular members and 17 alternates who are elected officials in Palm Beach, Martin, St. Lucie and Indian River counties, and nine members appointed by the governor.

**Purpose:** To provide leadership, advocacy, and coordination between local governments, state and federal agencies, and the private sector to preserve and enhance the quality of the Treasure Coast's economic, natural, built, and social environment.

**Meetings:** Third Friday of the month, 9:30 a.m., IRSC Chastain Campus, Wolf High Technology Center, 2400 SE Salerno Road, Stuart. A combined November/December meeting is held the second Friday in December.

**Liaisons:** Administration, 355-6726 or TCRPC, 772-221-4060

## Value Adjustment Board

**Members:** Five total: two county commissioners; one PBC School Board member; and two citizens, one appointed by the BCC and one by the School Board. Alternates may be appointed by either entity.

**Purpose:** To conduct hearings and issue decisions regarding appeals of real property and tangible property tax assessments, property tax exemption and classification denials, and portability and tax deferral determinations.

**Meetings:** At the call of the chair, 301 N. Olive Ave., Room 203, WPB

**Liaison:** Value Adjustment Board supervisor, 355-6289

## Water Resources Task Force

**Members:** 14 regular and 14 alternates: six municipal officials appointed by the League of Cities, one member of the BCC, one



member of the South Florida Water Management District Board of Governors, a representative of the Lake Worth Drainage District, a representative of the Indian Trail Improvement District, a representative of an independent special taxing district providing water/wastewater service, an elected official from a drainage/water control district, an environmental representative familiar with water resources issues, and a Palm Beach County property owner whose land is being actively farmed.

**Purpose:** To identify and evaluate opportunities for and impediments to protecting and enhancing the county's future water supply.

**Meetings:** Third Thursday of the month, 1:30 p.m., Clayton E. Hutcheson Agricultural Center, 559 N. Military Trail, WPB

**Liaison:** Administration, 355-4600

## Water Utilities Advisory Board

**Members:** 11 total: all are PBC residents and current PBC Water Utilities customers who do not hold public office. Seven are appointed by the BCC -- one per each county commissioner who resides in that commissioner's home district; two appointed at-large; one appointed from the Lake Region representing Belle Glade, South Bay and Pahokee and adjacent unincorporated areas; and one Royal Palm Beach resident appointed by the Royal Palm Beach Village Council.

**Purpose:** To review existing and proposed policies, plans and programs of the Palm Beach County Water Utilities Department and review existing or proposed rate changes and structures.

**Meetings:** Last Friday of month, 9 a.m., 9045 Jog Rd., Boynton Bch.

**Liaison:** Water Utilities Department, 493-6007

## Westgate/Belvedere Homes CRA\*

**Members:** Seven total comprised of residents, property owners and business owners within the Westgate/Belvedere Homes Community Redevelopment Area boundaries.

**Purpose:** To provide for rehabilitation, conservation and redevelopment of property in accordance with the provisions of the Florida Community Redevelopment Act.

**Meetings:** Second Monday of the month, 5 p.m., 1280 N. Congress Avenue, Suite 215, WPB

**Liaison:** Elizée Michel, executive director, 640-8181

## Zoning Commission\*

**Members:** Nine total: one regular member appointed by each county commissioner and two alternates appointed at-large.

**Purpose:** To make recommendations on various applications and final decisions on Type II variances and Conditional Use B.

**Meetings:** First Thursday of the month, 9 a.m., Vista Center, 2300 N. Jog Road, first-floor hearing room, WPB

**Liaison:** Zoning Division, 233-5221



**Palm Beach County  
Board of County Commissioners**

Prepared by Palm Beach County Public Affairs

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