



Cover Memorandum/Staff Report

File #: 24-978

Agenda Date: 8/5/2024

Item #: 7.E.

TO: Mayor and Commissioners
FROM: Katerri Johnson, City Clerk
THROUGH: Terrence R. Moore, ICMA-CM
DATE: August 5, 2024

NOMINATION FOR AN APPOINTMENT TO THE SITE PLAN REVIEW AND APPEARANCE BOARD

Recommended Action:

Motion to approve nomination for an appointment for three (3) regular members to serve a term ending August 31, 2026.

Background:

The terms for Ms. Dana Adler, Mr. Steven Cohen and Mr. Adam Nelson will expire on August 31, 2024.

Ms. Dana Adler will have served the initial staggered term, is eligible, but would not like to be nominated for reappointment.

Mr. Steven Cohen will have served the initial staggered term, is eligible and would like to be nominated for reappointment.

Mr. Adam Nelson will have served the initial staggered term, is eligible and would like to be nominated for reappointment.

Section 32.08(C) of the Code of Ordinances provides that "In the case of reorganization or reconstitution of an advisory board or Committee, three (3) members shall be appointed for an initial term of one year, with the balance of the members being appointed for an initial term of two (2) years. Thereafter, all appointments shall be for two (2) years. Every appointee will be eligible to serve two full two-year successive terms".

To qualify for appointment, at least five seats on the Board must be filled with either an architect, landscape architect, land use attorney, realtor/real estate broker, civil engineer, general contractor, land planner, or interior designer. The remaining two seats shall be at large. The appointing body shall endeavor to appoint as many of the required disciplines as possible to the Board.

*Please note that one more appointment is needed from the category of applicants with experience in the professions required. Both at large seats have been filled.

The following individuals have submitted applications and would like to be considered for appointment:

(See Exhibit "A" attached)

A check for code violations and/or municipal liens was conducted. None were found. Voter registration verification was completed and all are registered.

Based on the rotation system, the nomination for an appointment for three (3) regular members to serve a term ending August 31, 2026, will be made by Vice-Mayor Casale (Seat #3) Commissioner Burns (Seat #4) and Mayor Carney (Seat #5).