

Application Form

Profile

NOTE: Each Applicant is advised to attend at least one meeting prior to applying for appointment.

Board Member applications must be received no later than **ten (10) business days** prior to the first City Commission Meeting at which the Commissioner is eligible to nominate and appoint the prospective board member.

The [City Commission](#) appoints members of the boards and committees. All positions are voluntary and members are not compensated for their time. However, the individuals who serve on the boards and committees provide an invaluable service to the city. Their advice and expertise on a wide range of topics assist the City Commission in its decision-making process.

In general, individuals may serve on only one board or committee at a given time, with the exception of ad-hoc committees or task forces. Most advisory groups meet at least once a month, however, there are varying degrees of commitment, depending on the board. Membership requirements vary with each board and committee

suzannedonohue@yahoo.com

Email Address

Suzanne	J.	Donohue
First Name	Middle Initial	Last Name

10 NE 13th St		
Home Address	Suite or Apt	
Delray Beach	FL	33444
City	State	Postal Code

Home: (954) 815-5480	
Primary Phone	Alternate Phone

Vitro Architectural Glass	Commercial Account Manager
Employer	Occupation

Business Address

440 Guys Run Road Cheswick, PA

Business Phone

5619572351

Board Selection

Which Boards would you like to apply for?

Board of Adjustment: Eligible

Suzanne J. Donohue

Qualifications

Please select all that apply: *

- ☒ Delray Beach resident
- ☒ Own property in Delray Beach
- ☒ Realtor

Are you a registered FL voter?

☒ Yes ☐ No

Are you a vendor or employed by a vendor that does business with the city?

☐ Yes ☒ No

Are you a lobbyist or employed by a lobbyist, as defined in the Palm Beach County Registration Ordinance?

☐ Yes ☒ No

Have you attended any Delray Beach Commission or Advisory Board Meetings?

☒ Yes ☐ No

If yes, please describe and provide dates if possible.

Don't recall dates

Are you currently serving, or have you ever served on a Delray Beach Advisory Board? If yes, please provide details and dates.

I have served on the following boards/committees over the last 16 years of residency/ownership: -Neighborhood Advisory Board (no longer active) -Code Enforcement Board -Green Implement Advancement Board

Are you aware of any potential conflict of interest (including, without limitation, any potential voting conflicts or potential prohibited conflicts) that may arise from your serving on the City board or committee to which you are seeking appointment?

☐ Yes ☒ No

If yes, please explain:

Do you, any member of your immediate family, your employer or your business (or any entity in which you have a controlling interest) currently have any contractual relationship with, or do business with, the City, or has there been any such relationship within the past 5 years?

☐ Yes ☒ No

If yes, please explain:

Do you (or any entity in which you have a controlling interest) have any delinquent accounts with the City or owe any monies to the City?

☐ Yes ☒ No

If yes, please explain:

Do you (or any entity in which you have a controlling interest) have any pending code enforcement cases or unpaid, certified code enforcement fines relating to property in the city that is owned or rented by you (or any entity in which you have a controlling interest)?

☐ Yes ☒ No

If yes, please explain:

Do you (or any entity in which you have a controlling interest) have any pending code enforcement cases or unpaid, certified code enforcement fines for any other violations relating to other city codes?

☐ Yes ☒ No

If yes, please explain:

Have you ever been found to have violated, or had a complaint filed against you alleging a violation of, the Florida Code of Ethics for public officers and employees, Palm Beach County Code of Ethics (or any other ethics code)?

☐ Yes ☒ No

If yes, please explain:

If you lease property in the downtown area, do you pay taxes on the property as part of your lease agreement?

☐ Yes ☒ No

Please upload a copy of your lease

Interests & Experiences

List any certifications or licenses which may further qualify you to serve on a board or committee.

I have a Real Estate Associate License. I am no longer practicing but my license is voluntarily inactive and I am up to date on the continuing education requirements. I just would need to make it active under a broker if I wanted to become active again. I also have a General Contractor's License which is also voluntarily inactive and am up to date on my continuing education requirements. I don't want to pay for a bond and license until I am ready to make it active again. I am eligible at any time to make it active again.

Suzanne J. Donohue

Briefly describe why you wish to serve as a member of a board or committee and how your personal experience and background relate:

I have lived in the area since 2009 and in West Delray for about 5 years prior to that. I am a native Floridian (yes it is rare!) and like to be involved in the community especially when I can make a difference.

List any other community/civic involvement which you would like the Commission to consider:

Looking to volunteer. Have an application in with Big Brothers Big Sisters awaiting a child match.

University attended:

Florida Atlantic University/Broward Community College

Degree(s) received:

Bachelors/Associates

Major area of study:

Business

[Resume.pdf](#)

Upload a Resume

Terms of Acceptance

Applications are kept on file in the City Clerk's Office for a period of two years.

Applicants may supplement their application with a resume or other information relevant to their qualifications.

Declaration of Personal Information Exemption:

Personal information provided in this application is public information unless the applicant qualifies for an exemption pursuant to Florida Statutes. You are encouraged to thoroughly read the applicable sub-sections of F.S. 119.071 ([Click here to view](#)). If you qualify for an exemption, please indicate below which statutory provision you are citing for the exemption. If you qualify, your address and phone number are protected information. You may contact the Board Liaison at 243-7056 if you have any questions.

My address and telephone number are statutorily exempt from public disclosure:

☐ Yes ☒ No

If yes, pursuant to which sub-section of F.S. 119.071?

Please Agree with the Following Statement:

I understand the duties and responsibilities of the board(s) or committee(s) for which I am applying. By signing below, I warrant the truthfulness and accuracy of the information provided in this application.

☒ I Agree

E-Signature of Applicant:

Suzanne J. Donohue

Please Agree with the Following Statement

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms of Acceptance.

☒ I Agree