



Town of Highland Beach
Town Clerk's Office
3614 S. Ocean Boulevard
Highland Beach, Florida 33487
Phone: (561) 278-4548 Fax: (561) 265-3582

RECEIVED
MAY 07 2025
Town of Highland Beach, FL
Town Clerk's Office

BOARDS AND COMMITTEES APPLICATION

This information is for consideration of appointment to a Town Board. 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 is public records and is subject to public disclosure upon request. Your information provided within this application may therefore be subject to public disclosure.

NAME: Kiki Baxter PHONE: 561-289-3494

HOME ADDRESS: 4605 S. Ocean Blvd. APT. NO. 6B

SUBDIVISION: Parker Highland EMAIL ADDRESS: Kikibaxterphoto@gmail.com

PLEASE SELECT THE BOARD(S) / COMMITTEE(S) ON WHICH YOU ARE INTERESTED IN SERVING IN NUMERICAL ORDER FROM 1 THROUGH 7, WITH 1 BEING YOUR FIRST CHOICE AND 7 THE LEAST CHOICE. (A description of the responsibilities of each Board is on the back of this application.)

☐ Board of Adjustment & Appeals	☐ Code Enforcement Board
☐ Financial Advisory Board	☒ Natural Resources Preservation Board
☐ Planning Board	☐ Other Board /Committee

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

Are you a resident of Highland Beach?	Yes ☒ No ☐
Are you a registered voter in Highland Beach/Palm Beach County, FL?	Yes ☒ No ☐
Are you currently serving on a Town Board?	Yes ☐ No ☒
Have you ever served on a Town Board/Committee?	Yes ☐ No ☒
If so, please indicate the Board(s)/Committee(s) _____	Date of Service: _____
Are you willing to attend monthly board meetings? In Person	Yes ☒ No ☐
Per Town Code of Ordinance, I understand any member absence from three (3) consecutive meetings will be considered as resignation from the board/committee.	Yes ☒ No ☐

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

- Professional background in marketing, communications, + events
- 6 years of experience in outdoor education

Please summarize your volunteer experience(s):

- Florida Fish + Wildlife Conservation Commission
 - Everglades Trail Camera Monitoring Program
 - Python Removal
- Palm Beach County Natural Areas
 - Volunteer Clean-up

Florida Law requires appointed members on the Planning and Board of Adjustment and Appeals Boards to file a Form 1 - Statement of Financial Interests Disclosure form on an annual basis.

Vetting by the Board Chairperson. The Chairperson of each Board shall interview the applicant and submit a memorandum of recommendation to the Town Clerk's Office 14 days prior to the Town Commission Workshop Meeting for final appointment.

Palm Beach County Commission on Ethics requires appointed members to take the Code of Ethics Training every two (2) years.

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

WLB
Signature of Applicant

5-7-25
Date

☐ Resume Attached.