



## MEMORANDUM

TO: Honorable Mayor and Board of Commissioners  
VIA: Robin Gomez, City Manager  
FROM: Clara VanBlargan, City Clerk  
DATE: October 4, 2023  
**RE: Appointment to Planning Commission**

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### **Background**

The Planning Commission consists of seven members. A term expired on September 30, 2023 and one application has been received by the deadline to fill the vacancy. The new three-year term will expire on September 30, 2026.

Applicant: Elizabeth Watkins Holloway

The applicant has been invited to attend the meeting.

Members must be residents and qualified City of Madeira Beach voters. Districts do not apply. Appointments will be made, consistent with the Charter, Sec. 12.2, and based on demonstrated experience and qualifications in the subject matter from one or more of the following areas, whenever possible (City Code Sec. 2-77):

- Architect or landscape architect
- Civil engineer
- Real estate sales or land development
- Professional experience in natural or environmental sciences
- Professional urban planner

Planning Commission members are responsible for filing a Form 1, Statement of Financial Interests, with the Florida Commission on Ethics within 30 days of appointment, annually during their term of office, and a Form 1F, Final Statement of Financial Interests, within 60 days of leaving office. Penalties apply if not filed on time. A Form 1 is attached and can also be downloaded at

[https://ethics.state.fl.us/Documents/Forms/Form%201\\_2022i.pdf?cp=202343](https://ethics.state.fl.us/Documents/Forms/Form%201_2022i.pdf?cp=202343).

### **Current members:**

Seat

Mike Noble

Michael Wyckoff

Term expiring

09/30/2023

09/30/2026

John Connolly	09/30/2024
Chuck Dillon	09/30/2026
John Meagher	09/30/2024
Matthew LaRue	09/30/2025
Housh Ghovae	09/30/2025

### **Fiscal Impact**

Advisory board members serve without compensation but may be reimbursed for travel, mileage, and per diem expenses as authorized by the Board of Commissioners or as otherwise provided by law.

### **Recommendation**

The recommendation for the Board of Commissioners is to appoint Elizabeth Watkins Holloway to serve on the Planning Commission for a three-year term expiring on 9/30/2026.

### **Attachments**

Application  
City Charter, Section 12.2 – City Planning Commission  
City Code, Division 2 – Planning Commission  
Form 1, Financial Disclosure, and Instructions