

# **CITY OF MADEIRA BEACH PUBLIC NOTICE**

## **BOARD MEMBER VACANCY ANNOUNCEMENT**

The City of Madeira Beach is seeking applications to fill expiring terms on the Civil Service Commission and the Planning Commission.

### **Civil Service Commission – Two expiring seats on October 30, 2023**

- Civil Service Commission – 5-member board – regular meetings held quarterly. Additional meetings are held for special projects and employee grievance/appeal hearings. Dates and times vary.
- Members must be a City of Madeira Beach citizen and eligible to vote in the City elections.
- Appointments are made consistent with the Charter based on demonstrated experience or interest in the subject matter.

For additional information, please contact City Clerk Clara VanBlargan at 727-391-9951, ext. 231 or 232; [cvanblargan@madeirabeachfl.gov](mailto:cvanblargan@madeirabeachfl.gov)

### **Planning Commission – Three expiring seats on September 30, 2023**

- Planning Commission – 7-member board – regular meetings held monthly, 1<sup>st</sup> Monday at 6:00 p.m. - members must be citizens and eligible to vote in the City .
- Special consideration will be given to those with professional experience and credentials:
  1. Architecture or landscape architecture
  2. Civil engineering
  3. Real estate sales or land development
  4. Natural or environmental sciences
  5. Urban planning

For additional information, please contact Community Development Director Jenny Rowan at 727-391-9951, ext. 255 or 244; [jrowan@madeirabeachfl.gov](mailto:jrowan@madeirabeachfl.gov).

Boards, Commissions, and Committees are a valuable part of the local government process. The members are volunteers and provide a great service to the City and to the community. Duties and responsibilities include assisting in reviewing the City's policies and procedures, Code of Ordinances, and the City Charter, and making recommendations to the Board of Commissioners.

Members of the Civil Service Commission and Planning Commission serve without compensation, but may be reimbursed for such travel, mileage, and per diem expenses provided by law.

**Interested persons must submit an application to the City Clerk no later than Tuesday, September 5, 2023 to be considered for appointment at the 6:00 p.m., September 13, 2023, Board of Commissioners Regular Meeting located in the Commission Chambers, 300 Municipal Drive, Madeira Beach, FL 33708.**

An application is attached to this advertisement. Applications may also be obtained at City Hall, downloaded on the City's website at <https://madeirabeachfl.gov/advisory-boards/> or obtained from the City Clerk.

**Submit completed and signed applications to:**

City Clerk  
City of Madeira Beach  
300 Municipal Drive  
Madeira Beach, FL 33708  
[cvanblargan@madeirabeachfl.gov](mailto:cvanblargan@madeirabeachfl.gov)  
727-391-9951, ext. 231



# CITY OF MADEIRA BEACH, FLORIDA

300 MUNICIPAL DRIVE, MADEIRA BEACH FL 33708

CITY CLERK'S OFFICE

TELEPHONE: 727-391-9951, EXT 231 or 232

## APPLICATION FOR APPOINTMENT TO BOARD OR COMMISSION

Please indicate your preference of board or commission:

- ☐ Civil Service Commission  
☐ Gulf Beaches Public Library Board  
☐ Planning Commission  
☐ Other \_\_\_\_\_

Are you a Madeira Beach Resident?

☐ Yes ☐ No

Are you an elector (qualified voter) of the City of Madeira Beach?

☐ Yes ☐ No

Are you related to a City of Madeira Beach employee or elected official? If yes, please state the name of employee or elected official and relationship:

☐ Yes ☐ No

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Are you available for:

Daytime meetings

☐ Yes ☐ No

Evening meetings

☐ Yes ☐ No

**Why would you like to be considered as a candidate for service on this Board?**

\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Present Occupation: \_\_\_\_\_

If retired, what was your last occupation? \_\_\_\_\_

Please list any experience, special education, skills or talents that would be beneficial to the appointment you are seeking: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Educational Background:**

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**Experience:**

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In compliance with Section 760.80, Florida Statutes, the City of Madeira Beach is required to report annually to the Secretary of State the number of minority and non-minority and the number of physically disabled appointments to a board, committee, or commission.

**GENDER**      ☐ Male      ☐ Female

**PHYSICALLY DISABLED**      ☐ Yes      ☐ No

**RACE**      ☐ African-American

☐ Native-American

☐ Asian-American

☐ Caucasian

☐ Hispanic-American

Should I be appointed to serve on a board or committee, I agree to comply with the State of Florida's Sunshine Laws, Public Record Laws and the Code of Ethics for Public Officers, and will uphold the City's Charter and Code of Ordinances. I understand that I will have to take an Oath of Office should I be appointed to a quasi-judicial board. I understand that if I am appointed to the Planning Commission I will be required to file a Form 1 – Limited Financial Disclosure form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Interested persons must submit an application to the City Clerk to be considered for appointment by the Board of Commissioners. Appointments will be made only when there are vacancies or expiring terms.

Applications may also be obtained at City Hall, downloaded on the City's website at <https://madeirabeachfl.gov/advisory-boards/> or obtained from the City Clerk.

**Submit completed and signed applications to:**

City Clerk

City of Madeira Beach

300 Municipal Drive

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