



# TOWN OF MELBOURNE VILLAGE

555 Hammock Road • Melbourne Village • Brevard County • Florida 32904-2513

Telephone: (321) 723-8300 • Fax (321) 984-7219

Email: town@melbournevillage.org

## FOR APPOINTMENT TO TOWN COMMISSION

**The Town of Melbourne Village Charter** Section 2.07 states: (I) **Vacancies**: *The office of a commission member, including that of the mayor, shall become vacant upon death, resignation, removal from office in any manner authorized by law or forfeiture of office, such forfeiture to be declared only by the remaining members of the commission.*

**Filling of vacancies**: *If more than ninety (90) days remain in the term of office, a vacancy in the office of commission member or mayor shall be filled by affirmative vote of not less than a majority of the remaining membership within sixty (60) days from the date on which the vacancy occurred with a qualified elector, who shall serve until his/her successor is elected by the town electors at the next regular town election to fill the unexpired term(s)....*

Due to the resignation of two (2) commissioners, vacancies on the Town Commission occurred as of November 2023. The vacant seats have a remaining unexpired term that will end November 2024.

Pursuant to the Town Charter, the remaining commission members shall appoint a person to fill that vacancy. As such, the Town Commission is looking for prospective candidates to serve as appointed Town Commissioners. The newly appointed Town Commissioners will serve until November 2024, at which time the remaining term will be subject to the ballot.

The Commission will consider the applications at its regularly scheduled meeting on February, 2024.

All applications must be received by the Town Office prior to the end of the application period\_\_\_\_\_.

Date Received in Town Office \_\_\_\_\_

1. Which Appointment are you seeking Mayor, Commissioner or either?

\_\_\_\_\_

**A. PERSONAL INFORMATION**

1. Applicant Name: \_\_\_\_\_

2. Home Address: \_\_\_\_\_

3. Business Address: \_\_\_\_\_

4. Telephone: \_\_\_\_\_(Home) \_\_\_\_\_(Cell)

5. Email: \_\_\_\_\_

6 To which address do you prefer correspondence regarding this application to be sent?

Home \_\_\_\_\_ Business \_\_\_\_\_

7. Is your address exempt from Chapter 119, Florida Statutes, regarding Public Records?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain \_\_\_\_\_

**B. ELIGIBILITY**

The Information provided in this section is for the purposes of determining whether you are eligible to serve on the Town Commission.

1. Are you an elector of Melbourne Village duly registered to vote in Brevard County?

Yes \_\_\_\_\_ No \_\_\_\_\_

2. Have you continuously resided in the Town of Melbourne Village for at least one (1) year prior to this application?

Yes \_\_\_\_\_ No \_\_\_\_\_

**C. SPECIAL QUALIFICATIONS**

1. Please state any special qualifications that you believe are relevant to the Town Commission considering your application, including any type of experience, training, licensures, or certifications you hold, as well as any civic, professional, or other organizations to which you belong:

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2. Please provide any additional information you believe is relevant to your appointment to the Town of Melbourne Village Commission.

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**D. ETHICAL DISCLOSURE AND ACKNOWLEDGEMENTS**

1. If appointed, will you file the required financial disclosure forms? Yes \_\_\_\_\_ No \_\_\_\_\_
2. Has probable cause ever been found that you were in violation of Chapter 112, Part III, Florida Statutes, the Code of Ethics for Public Offices and Employees?  
Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please provide the date(s), nature of violation(s), and disposition(s)”

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3 Have you ever been convicted or found guilty of, or entered a plea of nolo contendere, no contest to, or guilty to, regardless of adjudication, a crime in any jurisdiction, or are you currently under criminal investigation? This question applies to any criminal violation of the laws of any municipality, county, state or nation, including felony, misdemeanor and traffic offenses (but not parking, speeding, inspection, or traffic signal violations), without regard to whether you were placed on probation, had adjudication withheld, were paroled, or pardoned.

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please provide the date(s), place(s), nature of violation(s), and disposition(s):

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4. Do you know of any reason why you would not be able to attend fully to the duties of a commission member? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

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YOU HEREBY ACKNOWLEDGE THE EXISTENCE OF THE CODE OF ETHICS FOR PUBLIC OFFICES [SECTIONS 112.311-326, FLORIDA STATUTES] AND THE FLORIDA "SUNSHINE LAW" [SECTION 286.011, FLORIDA STATUTES], WHICH PERTAIN TO YOU, IF YOU ARE APPOINTED OT THE COMMISSION, AND IF APPOINTED, IT IS YOUR SOLE OBLIGATION AND DUTY TO COMPLY WITH SUCH LAWS.

YOU HEREBY ACKNOWLEDGE, THAT SHOULD YOU BEAPPOINTED, YOU MUST FILE A FINANCIAL DISCLOSURE FORM WITH THE SUPERVISOR OF ELECTIONS FOR BREVARD COUNTY AND FLORIDA COMMISSION ON ETHICS WITHIN 60 DAYS OF APPOINTMENT.

Signature: \_\_\_\_\_

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

Date: \_\_\_\_\_

### CERTIFICATION/AFFIDAVIT

STATE OF FLORIDA

COUNTY OF BREVARD

Before me, the undersigned Notary Public, personally appeared \_\_\_\_\_ who, after being duly sworn, says: (1) that he/she has carefully and personally reviewed the answers to the foregoing questions; (2) that the information is complete and true; (3) that he/she executed the foregoing instrument of his/her own free will and accord, with full knowledge of the purpose therefore, and (4) that he/she agrees to serve if appointed, will support the Constitution and will obey the laws of the united States of America, and will, in all respects, observe the provisions of the Charter and ordinances of the Town of Melbourne Village, and will faithfully discharge the duties of the office of Town Commission member.

\_\_\_\_\_

Signature of the Applicant

Sworn and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20 .

\_\_\_\_\_

Signature of Notary Public

(Notary Seal)

\_\_\_\_\_

Print, type, or stamp commissioned name.

\_\_\_\_ Personally Known OR \_\_\_\_ Produced Identification \_\_\_\_\_

Type of identification produced