



Fort Myers Beach Town Manager Public Meeting

**Bay Oaks Recreational Campus
2731 Estero Blvd
Fort Myers Beach, FL 33931**

Agenda

Tuesday, February 27, 2024

3:00 PM

ORDER OF BUSINESS

I. CALL TO ORDER

II. PUBLIC COMMENT

III. ITEMS FOR DISCUSSION

- A. CDBG-DR Planning & Infrastructure Evaluation Committee Nomination
**Selection of an individual to serve on the Lee County CDBG-DR
Planning & Infrastructure Evaluation Committee as the Town Manager
was directed by the Town Council on February 20, 2024.**

IV. ADJOURNMENT

NOTE: THIS MEETING IS STREAMED LIVE ON FACEBOOK AND YOUTUBE.

**IF A PERSON DECIDES TO APPEAL A DECISION MADE BY THE COUNCIL IN ANY
MATTER CONSIDERED AT THIS MEETING/HEARING, SUCH PERSONS MAY
NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE,
TO INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH ANY SUCH
APPEAL IS TO BE BASED.**



**For special accommodation, please notify the Town Clerk's Office at least
72 hours in advance. (239) 765-0202**

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Board's proceedings should contact the Town Clerk's Office not later than three days prior to the proceedings.

1. **Requested Motion:**

Meeting Date: February 27, 2024

Selection of an individual to serve on the Lee County CDBG-DR Planning & Infrastructure Evaluation Committee as the Town Manager was directed by the Town Council on February 20, 2024.

Why the action is necessary:

What the action accomplishes:

Fills the Town's seat on the CDBG-DR Planning & Infrastructure Evaluation Committee and provides for Town representation.

2. **Agenda:**

ITEMS FOR DISCUSSION

3. **Requirement/Purpose:**

5. **Background:**

Lee County contacted the Town and requested a nomination for an applicant for committee membership to the CDBG-DR Planning & Infrastructure Evaluation Committee. Members appointed may include the following:

- a. Subject Matter Experts in the Fields of Infrastructure, Engineering or Other Public Works Related Field
- b. Members of Local Professional Organizations for Public Works Related Fields
- c. Community Members with a Special Interest in Infrastructure and Planning Projects

The attached Lee County enabling resolution adopted by the BoCC to create the committee specifies its makeup and who is eligible to serve. Please consult paragraphs 3-5 in particular for eligibility criteria. Applicants will need to complete the Lee County Advisory Committee Application in full as the selected nominee.

The Town is seeking guidance and approval of how to nominate and/or select an appointee to represent the Town of Fort Myers Beach on this important committee. **Voting members shall not be elected officials or employees of Lee County or any of its municipalities.**

The County has requested the Town to submit our nominee's application by Friday, March 1st for potential appointment during the BoCC's March 5, 2024 meeting and to plan to submit the application no later than Friday, March 15th, as later appointees will miss at least one evaluation cycle.

Attachments:

- 1. Rebecca Link - CDBG-DR Evaluation Committee Application
- 2. Attach A - Requirements Qualifications and Resume for R Link

Financial Impact:

6. **Alternative Action**

7. **Staff Recommendations:**

Appoint someone to serve on the committee or provide direction on the preferred appointment process.

8. **Recommended Approval:**

nancy stuparich, Town Attorney

Date: February 23, 2024

Amy Baker, Town Clerk

Date: February 23, 2024

Andy Hyatt, Town Manager

Date: February 23, 2024

Lee County Advisory Committee Application

Thank you for your interest in serving Lee County. Complete and submit this application, and any supporting documentation, to be considered for a Lee County advisory board or committee appointment.

Applications must be complete and signed to be valid. Applications will not be processed unless each section has been completed. Section IV. Conflict of Interest must be completed by all applicants, new and reappointed.

Return completed application to:

Regular Mail: Lee County Administration
Advisory Committees
P.O. Box 398
Fort Myers, FL 33902-0398

Fax: (239) 485-2262

E-mail: advisorycommittees@leegov.com

Note: All information contained in this application becomes Public Record once submitted to Lee County.

☒ **Go Paperless:** I agree to receive communications concerning my membership via e-mail.

I. Name of Advisory Committee You are Applying for:

Find current or upcoming vacancies on the Lee County website- www.leegov.com/bocc/advisorycommittees

Committee: CDBG-DR Planning & Infrastructure Evaluation Committee

Commission District:

☐ 1 – Ruane ☐ 2 – Pendergrass ☒ 3 – Sandelli ☐ 4 – Hamman ☐ 5 – Greenwell

II. Personal Information

Title:	☐ Mr.	☐ Mrs.	☒ Ms.	☐ Other:
Name:	Link Rebecca S			
	Last	First	Middle Initial	
Home Address:	5245 Williams Dr. Fort Myers Beach, FL 33931			
	Street	City	Zip Code	
Business Address:	5245 Williams Dr. Fort Myers Beach, FL 33931			
	Street	City	Zip Code	
Mailing Address:	5245 Williams Dr. Fort Myers Beach, FL 33931			
	Street	City	Zip Code	
Phone:	412-848-5965			
	Home	Cell	Business	
E-mail Address:	rebecca@k12consultants.com			
Employer Address:	5245 Williams Dr. Fort Myers Beach, FL 33931			
	Street	City	Zip Code	
Employer Phone:	Co-Owner of K12 Consulting Business w/ Hugh Manning 724-350-4380			

Lee County Advisory Committee Application

Do you have any family members currently serving on this Advisory Committee? If 'Yes', list below. ☐ Yes ☒ No

Do you, or anyone in your immediate family, have any business or contractual relationships with the County? If 'Yes', explain the relationship and, if applicable, identify the family relationship (mother, father, son, daughter, etc.) ☐ Yes ☒ No

Have you ever been convicted of any felony or misdemeanor offense? If 'Yes', explain below (You may omit minor traffic violations & any offense committed as a minor.) ☐ Yes ☒ No

Have you ever worked for the Lee County Board of County Commissioners? If 'Yes', list position, department, start & end date. ☐ Yes ☒ No

Do you have any relatives currently working for the Lee County Board of County Commissioners? If 'Yes', list name(s) & department(s). ☐ Yes ☒ No

III. Qualifications

For Domestic Animal Services Advisory Committee Only

Select the category you are interested in representing:

- | | | |
|--|---|--|
| ☐ Animal Breeder | ☐ Animal Advocate/Rescue | ☐ Cattlemen's Association |
| ☐ Service Animal Industry | ☐ Licensed/Practicing Veterinarian | |

List special qualifications to be eligible (for all committees):

See Attachment A - Qualifications and Resume

If applicable, attach a resume of additional personal and professional qualifications and experience.

IV. Conflict of Interest

Florida law prohibits certain business relationships on the part of public officers and employees, including those serving on advisory boards and committees. In general, advisory committee members are prohibited from entering into business transactions with Lee County, including contracts or transactions between Lee County government and you, your employer, or any business in which you have a material interest. Consult the *Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees* for assistance in answering the questions below. This guide can be found on the Florida Commission on Ethics website - <https://ethics.state.fl.us/PublicInformation/Publications.aspx>.

All applicants, new or reappointment, must fill out this section and submit with the application.

Advisory Committee: CDBG-DR Planning & Infrastructure Evaluation Committee		
Appointed by: Town of Fort Myers Beach - Andrew Hyatt, Town Manager		
Name: Rebecca Link	Phone: 412-848-5965	
Mailing Address: 5245 Williams Dr	Fort Myers Beach, FL	33931
Street	City	Zip Code
Email: rebecca@k12consultants.com		
Employer/ Business: K12 Consultants, Inc.		
Employer Address: 5245 Williams Dr.	Fort Myers Beach, FL	33931
Street	City	Zip Code

See page 5 of this application for information on Prohibited Employment and Business Relationships. If you have questions about a potential conflict, contact the Lee County Attorney's Office at (239) 533-2236.

Are you aware of a potential conflict of interest that may result from your service as a member of a Lee County advisory committee? ☐ Yes ☒ No

If yes, explain the nature of the conflict of interest. Identify contracts or business transactions you have with the County, the position you hold with your employer if your employer has a contract or business relationship with the County, identify the business entity you own or have a material interest in, and any other information necessary to explain the nature of the conflict of interest:

If you have a potential conflict but think that one of the statutory exemptions applies to your situation, indicate the specific exemption (see Section 112.313(12), Florida Statutes):

Waiver of Conflicts of Interest: A member of an advisory board or committee may have a conflict of interest waived by the Board of County Commissioners. Submit Florida Commission on Ethics Form 4A (Disclosure of Business Transaction, Relationship or Interest) along with this application to County Administration for consideration. Waiver requests will be forwarded to the County Attorney's Office for review. Form 4A can be found on the Lee County website - <https://www.leegov.com/bocc/advisorycommittees>.

Advisory Committee members have a continuing duty to disclose potential conflicts of interest.

V. Statutorily Created Required Committee Reporting Data

Lee County complies with Federal, State and Local laws, regulations and guidelines that prohibit discrimination based on race, sex, color, national origin, handicap, age or marital status.

Lee County is required by the State of Florida to collect and maintain the information requested below for statistical reporting purposes only. This information will be maintained separately from your application and will not be considered in the application evaluation process.

The information provided is required by State Statute, however, you have the right not to disclose any or all of this information. This form **must** be returned with your application.

Gender:	☐ Male	☒ Female	☐ Choose Not to Disclose
Handicapped / Disabled:	☐ Yes	☒ No	☐ Choose Note to Disclose

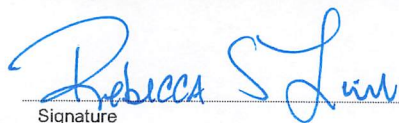
Racial / Ethnic Data (Check One)

☒	WHITE (Not of Hispanic Origin): All persons having origins in any of the original people of Europe, North Africa or the Middle East.
☐	BLACK (Not of Hispanic Origin): All persons having origins in any of the Black racial groups of Africa.
☐	ASIAN OR PACIFIC ISLANDER: All persons having origins in any of the original Peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example: China, Japan, Korea, the Philippine Islands and Samoa
☐	AMERICAN INDIAN OR ALASKAN NATIVE: All persons having origins in any of the original Peoples of North America and who maintain cultural identification through tribal affiliation or community recognition.
☐	HISPANIC: All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin regardless of race.
☐	CHOOSE NOT TO DISCLOSE

Lee County, an Equal Opportunity Employer, considers the selection and appointment of persons to advisory committees in a non-discriminatory manner consistent with the requirements of Federal, State and Local non-discrimination laws.

Some board and committee members appointed by the Lee County Board of County Commissioners are required to comply with Chapter 112, Florida Statutes, Financial Disclosure Law, and you may be required to file a Form 1 Statement of Financial Interests

By signing, I confirm that the information provided in this application is true and complete.


Signature

2/21/24

Date

PROHIBITED EMPLOYMENT AND BUSINESS RELATIONSHIPS¹

1. Doing Business With One's Agency
 - a. You may not purchase, rent, or lease any realty, goods, or services for the County from a business entity in which you, your spouse or child own more than a 5% interest. (Sec. 112.313(3), Fla. Stat.)
 - b. You may not rent, lease or sell any realty, goods, or services to the County. [Sec. 112.313(3), Fla. Stat.]
2. Conflicting Employment or Contractual Relationship
 - a. You may not be employed by or contract with businesses or agencies regulated by or doing business with the County. (Sec. 112.313(7), Fla. Stat.)
 - b. You may not hold any employment or have a contractual relationship that will pose a frequently recurring conflict between your private interests and public duties, or which will impede the full and faithful discharge of your public duties. (Sec. 112.313(7), Fla. Stat.)
 - c. Limited exceptions to this prohibition have been created (see Sec. 112.313(7)(a) and (b), Fla. Stat.).
3. Exemptions - Pursuant to Sec. 112.313(12), Fla. Stat., the prohibitions against doing business with the County and having conflicting employment may not apply:
 - a. When the business is rotated among all qualified suppliers in the County.
 - b. When the business is awarded by sealed, competitive bidding and neither you, your spouse, nor child have attempted to persuade County personnel to enter the contract.
 - i. NOTE: Ethics Commission Form 3A must be filed with the Supervisor of Elections prior to or at the time of bid submission.
 - c. When the purchase or sale is for legal advertising, utilities service, or for passage on a common carrier.
 - d. When an emergency purchase must be made to protect the public health, safety, or welfare.
 - e. When the business entity is the only source of supply within the County and there is full disclosure of your interest to the governing body on Commission Form 4A.
 - f. When the aggregate of business transactions does not exceed \$500 in a calendar year.
 - g. When the business transacted is the deposit of County funds in a bank of which you are an officer, director, or stockholder, so long as County records show that the Board of County Commissioners has determined that you did not favor your bank over other qualified banks.

¹ Adapted from, Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees, State of Florida Commission on Ethics (2012).

Attachment A

Requirements, Qualifications and Resume for R Link

Having reviewed Resolution 20-01-07, I would like to address the “Requirements for Applicant” listed therein. I have also included a copy of my resume highlighting my qualifications and experience.

- **Requirements for Applicant: Resolution 20-01-07**
 - **Paragraph 3 - “members shall not be elected officials or employees of Lee County or any of its municipalities.”** I meet this requirement as I am NOT an elected official or employee of Lee County.
 - **Paragraph 4 - “Members appointed may include the following: C. Community Members with a Special Interest in Infrastructure and Planning Projects.”** I meet this requirement in several ways:
 - Community Member (full-time resident) since 2008. I currently own two properties near mid-island, one of which has been completely renovated since the storm and the other will be demolished and rebuilt.
 - As owner/partner of K12 Consultants, Inc. I have spent the last few decades of my career working with complicated state and federal government programs.
 - On an annual basis, I work with approximately 50+ Counties throughout the United States to obtain funding for technology network upgrades and new building construction projects. Our mission as consultants is to work efficiently within program guidelines while keeping our clients compliant. We have never had a client in a ‘claw back’ situation.

As a matter of fact, our knowledge and expertise has earned us a reputation as the go-to consultant when an Applicant finds themselves in a situation where multi-million dollar ‘claw back’ (Demand for Repayment Letters) were sent. In most cases, we did this work for a minimum fee, or in many cases, pro bono, just to prove our competency and business model. We are proud to say all of those applicants became future clients.
 - **Paragraph 5 “Appointed members must be free from real or perceived conflict of interest and may not participate in the NOFA process through submission of an application, or have intent to attain contracts, subcontracts, or other financial benefit.”** I meet this requirement as I do NOT, nor will NOT participate in any NOFA (Notice of Funding Available) process.

III. Qualifications: I have included my resume below in support of the Qualifications section on the Application.

REBECCA LINK

RESUME

Vice President / Owner / Partner

As owner/partner of K12 Consultants, Inc. I have spent the last few decades of my career working with over 50 Counties (annually) throughout the United States. On an annual basis, we help our clients conduct needs analysis, project planning, creation of and requests for RFPs, evaluation of bids and management of contracts. Once vendors are selected, we request funding on behalf of the Applicant, provide guidance for fund utilization, and process reimbursements requests. The scope of these projects includes existing network technology upgrades and new building construction projects. At any one time, we manage well over \$25 million worth of projects throughout the country.

SUMMARY

Multi-functional business/process/technology consulting experience within the Federal and State funding programs. Areas of expertise include:

- Federal Funding Programs: E-Rate, Emergency Connectivity Fund (ECF)
- State Programs: Georgia Communications for Classrooms Fund (CFC)
- Needs Assessment/ Project Planning/ Evaluation Assessment
- Process/productivity design and improvement
- Business Application / Data Analytics Tool Development

EXPERIENCE

K12 Consultants, Inc.
VP Operations / Partner

03 / 2008 - Present

Oversee the daily operations of consulting services firm while continually improving and innovating the administration of these labor-intensive, ever-changing federal and state funding program requirements; with the primary goal being to maximize funding while maintaining strict compliance requirements.

- Designed, developed, and implemented business processes in support of the FCC's E-Rate, CFC, and ECF Programs.
- Designed, built, and implemented proprietary data analytics system used to manage hundreds of day-to-day tasks, monitor/maintain critical compliance issues, and communicate with colleagues, customers, and service providers.
- Evaluated and implemented cloud-based services solution to enable active synchronization of files for backup, access, synching and sharing between employees, auditors, and customers within the strictest compliance guidelines.
- Modify internal systems in support of continuous changes and modifications to program rules and guidelines.
- Expert knowledge in the rules, process, and compliance requirements for the following programs:
 - Federal E-Rate program
 - Federal Emergency Connectivity Fund (ECF) program
 - Georgia Connections for Classrooms (CFC) program

Informatica
Director Worldwide Field Readiness

03 / 2005 – 12 / 2009

Design, develop, implement, and deliver training programs that contribute to the skill, knowledge, and competency of a world-wide salesforce in targeting Fortune 100 companies with multi-million-dollar data analytics technology solutions.

Enterprise Performance Solutions
Principal Consultant / Owner

01 / 2002 – 03 / 2005

Provide consulting services and curriculum development and delivery in the areas of sales engagement process, sales tools, technical curriculum development and delivery, business process development/implementation and the software systems that support and assess these programs.

EDUCATION

Carlow University
Master of Science, Professional Leadership, Organizational Development and Training

1994 - 1996

Carlow University
Bachelor of Arts, Communications