



## VOLUNTEER BOARD AND COMMITTEE APPLICATION

Thank you for your interest in serving the City of Palm Coast.

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration of your appointment.

**Please be advised that background screening of all applicants is required.**

**Résumés may be attached.**

Please check the Board/Committee/Council for which you are applying:

<input type="checkbox"/> Beautification & Environmental Advisory Committee*	<input type="checkbox"/> Planning & Land Development Regulation Board** ♠*
<input type="checkbox"/> Code Enforcement Board*	<input type="checkbox"/> Volunteer Firefighters' Pension Fund Board*
<input type="checkbox"/> Citizen's Advisory Committee	<input type="checkbox"/> Bicycle and Pedestrian Advisory Committee
<input type="checkbox"/> Residential Drainage Citizen Advisory Committee*	<input checked="" type="checkbox"/> Charter Review Committee
<input type="checkbox"/> Flagler County Housing Task Force/Affordable Housing Advisory Council: <div style="display: flex; justify-content: space-between; padding-left: 20px;"> <input type="checkbox"/> Citizen from the City of Palm Coast representing essential services personnel           <input type="checkbox"/> Representative of residential home building industry         </div>	

\* Appointees must file a Financial Disclosure Form 1 at time of appointment and **ANNUALLY** thereafter with the Florida State Commission on Ethics.

\*\* Appointees will also serve on the Citizens' Advisory Task Force

♠ Requires at least one board member to be appointed from **EACH** City Council District, when possible.

**ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

RE-APPOINTMENT      ☐ Yes    ☒ No

### 1. PERSONAL

Name: Jeani Duarte      E-mail address: Jeani3D@gmail.com

Residence Address: 24 Cloverdale Ct. S.      District # 2

City: Palm Coast      State: Florida      Zip: 32137

Mailing Address (If Different from Residence): \_\_\_\_\_

Home Phone: (760) 553-5998      Business Phone: \_\_\_\_\_

Date of Birth: 05/12/1967      Place of Birth: San Gabriel, California

How long have you been a permanent resident of Palm Coast? 7 years

What year did you become a continuous resident of the City of Palm Coast? 2018

List all places of residence for the last five years.

Address	City & State	From	To
10 Slipper Flower Path E	Palm Coast, Florida	2018	2019
97 Beachway Dr.	Palm Coast, Florida	2019	2021
24 Cloverdale Ct. S.	Palm Coast, Florida	2021	Current

Are you a registered voter in Flagler County? ☒ Yes ☐ No

Have you ever used or been known by any other legal name? ☒ Yes ☐ No

If yes, explain: Previous Marriage, Birth name

Are you a citizen of the United States? ☒ Yes ☐ No

If no, explain: \_\_\_\_\_

If you are a naturalized citizen of the United States, date of naturalization: \_\_\_\_\_

**2. EMPLOYMENT HISTORY** (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: Short term / Long term Property Manager

Occupation: Retired / Nutritionist Current Employer: Self / Nutritionist

Current Business Address: 24 Cloverdale Ct. S.

Palm Coast Florida 32137 (760) 553-5998  
City State Zip Phone #

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

Employer & Address	Type of Business	Occupational Title	Period of Employment
Self	Short term	Owner	2019
24 Cloverdale Ct. S.	Long term	Manager	- Current
Palm Coast, FL	Rentals		

Have you ever been employed by any state, district, or local governmental agency in Florida? ☐ Yes ☒ No  
If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

Position	Employee Agency	Period of Employment

### 3. EDUCATION

High School: Apple Valley Willow High / California Year Graduated: 2002  
Name & Location

List postsecondary educational institutions or programs attended:

Name & Location

Dates Attended

Certificate/Degrees Received

Victorvalley College / California 1993-1996  
National Academy Of Sports Medicine 2017-2019 Fitness Nutrition Specialist

### 4. MILITARY SERVICE

Are you or have you ever been a member of the Armed Forces? ☐ Yes ☒ No

Date of Service: \_\_\_\_\_

Branch or Component: \_\_\_\_\_

Date and Type of Discharge: \_\_\_\_\_

### 5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?

Are you currently or have you ever served on any City Volunteer Board or Committee?

☐ Yes ☒ No

If yes, which Board  
or Committee? \_\_\_\_\_

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you have been a member during the past five (5) years.

Name of Organization(s)

COP Volunteer for Flagler County Sheriffs Office, Member of Citizens Academy Alumni, AGirltAGun, Cowboy Fast Draw, Bunnell Range, Flagler Gun Archery, NRA, CFW, Accelerate Fitness, The Lean Jean Team, Pool Nightmare, 3Ds Pure Organics, 3D Physique.

### 6. QUALIFICATIONS FOR APPOINTMENT

State your experiences and interests or elements of your personal history that qualify you for this appointment.

Since August 27, 2024, after I learned about the referendum which proposed to remove provision 3e from our Charter. I had been actively involved in protecting it. I filed a lawsuit, in attempt to have it removed from the ballot for vote. I rallied and educated as many people as I could reach. I've read several past charters and their amendments. I'm also the admin for



the "Palm Coast Citizens Charter Review on f.b.

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below: ☐ Yes ☒ No

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below: ☒ Yes ☐ No

I am a Volunteer COP for Flagler County Sheriff's Department,

Have you ever been elected or appointed to any public office? If yes, list below: ☐ Yes ☒ No

Office Title Date of Election or Appointment Term of Office Level of Government

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the office or agency to which you have been appointed or are seeking appointment? ☐ Yes ☒ No If yes, explain below:

Name of Business Relationship to the Business Business Relationship to Agency

Have you held or do you hold any occupational or professional licenses(s) in the State of Florida? ☐ Yes ☐ No If yes, provide the information below. If any disciplinary action (fine, probation, suspension, revocation, disbarment, etc.) has been taken against you by the issuing authority, state the type and date of this action.

License/certificate Title & No. Original Date of Issuance Issuing Authority Disciplinary Action/Date

1190394954 12/02/2019 National Academy Of Sports Medicine / N/A  
1844975/HH658071 03/28/2025 Notary/Governor Ron DeSantis / N/A

How do you believe that your education, experience, talents and skills will benefit the work of the Board or Committee and are you willing to act as a decision maker and not as an advocate, if required by law?

I'm 58 years young, I've experienced and ever comed many of lifes  
challenges. I'm debt free, retired with an excellent credit score,  
I've worked hard for my achievements and help others do the  
same. Life is about choices. Not making a decision, is a  
decision.

I always strive to see mine through.

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What is your understanding of the relationship of this Board or Committee to the City Council?

*Only that it's an advisory group of our findings and considerations,  
It's Not a relationship with the City Council.*

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7. REFERENCES – Please list three references (business and/or personal)

*Pat & Lisa Spatola 25 Clinton Ct. S. Palm Coast Pat (973) 725-4700  
Lisa (973) 725-4444*  
Name, Address & Telephone Number

*Meagan Hardee 5 Cloverdale Ct. S. Palm Coast (804) 263-8732*  
Name, Address & Telephone Number

*Lauren Driscoll 8 Wakefield Place Palm Coast (386) 585-5333*  
Name, Address & Telephone Number

## 8. ACKNOWLEDGMENT

If required by law, will you file a financial disclosure statement?

☒ Yes

☐ No

I understand the responsibilities associated with being a member of a City Board or Committee and that I may be subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the Board or Committee to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to the board or committee for which I am applying.

*Seari Duarte*  
Signature

*May 24, 2025*  
Date

**NOTE:** If you have questions concerning the duties and responsibilities of any of the above Boards or Committees please contact the City Clerk.

**RETURN TO:** City Clerk  
City of Palm Coast  
160 Lake Ave.  
Palm Coast, Florida 32164

**PHONE:** 386-986-3713

**EMAIL:** [cityclerk@palmcoastgov.com](mailto:cityclerk@palmcoastgov.com)  
**WEBSITE:** [www.palmcoastgov.com](http://www.palmcoastgov.com)

**ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.**

**SUNSHINE LAW:** The primary purpose of Government in the Sunshine Law is to assure public access to the decision-making processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.