



## City of Coconut Creek

# Application for Planning & Zoning Board

The information requested below is for consideration of appointment to the City's Planning & Zoning Board. Please complete and return this form to the City Clerk, **WITH a brief resume** of your experience by or before Monday, April 6, 2020.

**PLEASE NOTE:** Florida has a very broad public records law. Documents relating to city business are public records and are available to the public and media upon request. Your information provided within this application may therefore be subject to public disclosure. If your information meets an exemption pursuant to state statute, please advise the City Clerk.

Last Name: Higgins First Name: Cheryl Phone: 9546952238  
Cheryl Alternate Phone: Enter alternate phone  
Home Address: 4273 NW 66 Street, E-mail: cheryl8794@gmail.com  
Coconut Creek, FL 33073

The Planning & Zoning Board is comprised of five regular members and one alternate member for a one-year term. The members are appointed by the City Commission and given the responsibility for the city's comprehensive planning program, and as required by F.S. § 163.3174, shall be designated as the city's local planning agency. The planning and zoning board shall advise on all matters pertaining to land planning and plan implementation. The board shall have the power to conduct investigations, hold public hearings, take testimony, review documentary evidence, issue orders, and make recommendations to the city commission on all activities relating to land planning and plan implementation.

To the extent practicable, board appointments shall be based on the applicant's experience in the fields of Architecture, Construction, Engineering, Environmental science, Land use, Land development, Landscape architecture, Law, Real Estate, Sustainability, or Urban planning.

Preference will be given to applicants who have completed Coconut Creek Citizen's Academy.

The board meets regularly on the second Wednesday of each month. Appointments will be made at the April 23, 2020, City Commission Meeting

### Please mark Yes OR No for each of the following questions:

1. Are you at least 18 years of age and a resident of Coconut Creek?  Yes  No
2. Are you least 18 years of age and an owner of a business located within the City with a business tax receipt issued by the city for operation at the location?  Yes  No
3. Do you have experience in Architecture, Construction, Engineering, Environmental science, Land use, Land development, Landscape architecture, Law, Real Estate, Sustainability, or Urban planning?  Yes  No
4. Do you demonstrate a strong and sincere commitment to or possess of an outstanding reputation for civic activity and interest, integrity, and responsibility?  Yes  No
5. Do you hold a public office?  Yes  No

6. Are you employed by the City?

Yes  No

7. Are you a member of another City Board?

Yes  No

8. Have you ever served on a City Board?

Yes  No

9. Will you be away from the City for extended periods of time?

Yes  No

10. Have you graduated from the City's Citizen Academy?

Yes  No

Signature: Cheryl Higgins

Date: 5/31/20



**Cheryl Higgins**

I have an established track record of strong leadership skills, community service and positive attitude that enables delivery of exceptional results. With 33 years at American Express, over 15 years Board of Director experience with nonprofits, BA in Finance and MS in Quality Management, this makes me well positioned to serve on the Coconut Creek City Board. Noteworthy accomplishments and experience include:

- Manager and Director level positions at American Express in Customer Service, Regulatory Compliance, Quality and Technology.
- Experience leading teams of up to 200 resources with a budget of \$18M.
- Ability to create and execute a strategic vision with several new software solutions including authentication, fraud case management and chat solutions.
- Created a community outreach program at American Express to encourage middle school girls to pursue education and careers in software development. The program consisted of lessons taught by Amex employees and culminated with the students coming to Amex campus to present their software projects to the Amex employees. The program has been in existence for 6 years.
- Everywoman in Technologies International Leader of the Year finalist (award ceremony held in London).
- Served on Board of Directors for Sawgrass Nature Center, SOS Children's Village and Arc Broward. Positions held include: Chair, Vice-Chair, Strategic Planning Committee Chair, Audit and Finance Committee Chair, Executive Committee Member at Large.

I grew-up in Coconut Creek and have lived in Winston Park for the past 6 years. My son, sister and parents all reside in Coconut Creek. During my free time, I enjoy spending time with my husband, kids, family and friend enjoying outdoor activities, travel and finding good restaurants.