

Colleen LaPlant
6153 N.W. 45th Avenue
Coconut Creek, FL 33073
(954) 427-5820(h)
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March 18, 2019

City of Coconut Creek
Office of the City Clerk
Att: Leslie Wallace May, City Clerk
4800 West Copans Road
Coconut Creek, FL 33063

Re: Applications for City Boards

Dear Leslie:

As a proud, active member of our City, I am pleased to attach my Applications for two City Boards, reappointment to the Education Advisory Board and appointment to Planning & Zoning Board, together with my resume.

I have had the privilege of serving as Chair of the Education Advisory Board since its creation in April 2019. Since that time, we have made great strides in developing the EAB's mission and action plan, educating ourselves about our City's schools and their needs, and identifying available resources to serve those needs. I look forward to continuing this momentum with enthusiasm and commitment to our City.


I am also applying for appointment to the City's Planning & Zoning Board. I previously served on the P&Z Board, where I worked diligently to continue the City's commitment to smart growth. I am a paralegal whose professional experience with governmental law enables me to understand the legal terms and processes relating to land use, planning and zoning.

Most importantly, I am a long time Coconut Creek resident who sincerely cares about our community and is willing to dedicate my time to the City. I appreciate the consideration of my applications and the opportunity to serve the City in the requested Board positions.

I would appreciate if you would please pass along my applications and resume to the appropriate person(s).

Sincerely,


Colleen LaPlant


Leslie Wallace May



City of Coconut Creek

Application for Education Advisory Board

The information requested below is for consideration of appointment to the City's Education Advisory Board. Please complete and return this form to the City Clerk, along **WITH a brief resume** of your education and experience by or before Monday, April 5, 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: LaPlant
First Name: Colleen
Home Address: 6153 NW 45 Avenue
Phone: (954) 675-4104

Phone: (954) 675-4104
Alternate Phone: (954) 985-6804
E-mail: claplant@beckerlawyers.com

The Education Advisory Board is comprised of five regular members and one alternate member who serve a one-year term. The members are appointed by the City Commission and given the responsibility of acting in an advisory capacity in matters regarding educational issues that will impact the quality of education for residents. They will recommend city education activities and programs for children, their parents, and their schools and participate in quarterly luncheon meetings with school principals and city commission.

To the extent practicable, board appointments shall be based on the following considerations:

- City residents who are parents of students enrolled in any elementary, middle, high, or technical school physically located within the City of Coconut Creek, and are active members of the school's Parent Teacher Organization or School Advisory Committee; or
- City residents who are teachers or administrators retired from or currently employed at any elementary, middle, high, or technical school physically located within the City of Coconut Creek.

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

The board meets on a bi-monthly basis, no less than 5 times per year. Appointments will be made at 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, a City resident who is a parent of student(s) in an elementary, middle, high, or technical school located in Coconut Creek, and an active members of the school's PTO or SAC?
 Yes No
2. Are you least 18 years of age, a City resident who is a teacher or administrator retired from or currently employed at any elementary, middle, high, or technical school located within the City of Coconut Creek?
 Yes No
3. Are you least 18 years of age, a City resident or owner of an education related business who demonstrates a strong and sincere commitment to the enhancement of education of the children of Coconut Creek?

4. Do you hold a public office? Yes No
5. Are you employed by the City? Yes No
6. Are you a member of another City Board? Yes No
7. Have you ever served on a City Board? Yes No
8. Will you be away from the City for extended periods of time? Yes No
9. Are you available to participate in quarterly luncheon meetings in addition to the board meetings? Yes No
10. Have you graduated from the City's Citizen Academy? Yes No

Signature: Colleen LaPlant



Date: 3.5.20

Colleen LaPlant
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Profile:

Over 45 years of experience as Executive Administrator, Legal and Government fields. Extensive background in Microsoft Office products including Word, Excel, and Outlook plus experience with document management programs such as IManage and Filesite, and daily use of CRM databases. Highly motivated, devoted professional with excellent organizational and interpersonal skills, with the ability to prioritize projects and ensure deadlines are met.

Employment History:

May 1986 –Present - Becker & Poliakoff, P.A.

Government Practice Group Administrator/Executive Assistant/Government Law & Lobbying Practice Group (present)

- Supervise practice group administrative staff
- Support 4 busy lawyers/lobbyists.
- Responsible for annual lobbyist registrations and quarterly compensation reports.
- Interaction with City, County, State, Federal Government officials on a daily basis.
- Strong communication skills with clients.
- Involved with planning, organizing events for elected officials.
- Maintain database and coordinate events with marketing department.

Firmwide Trainer (approximately 4 years)

- Trained all new employees, including attorneys on computer software, as well as accounting program.
- Trained secretarial staff on office procedures.
- Traveled to 14 offices.
- Created new forms for the Firm, which automated internal procedures saving the Firm both time and money.

Firmwide Floater (approximately 4 years)

- Serve as Legal Assistant for wide range of practice areas and departments including Litigation, Real Estate, Association, Government, Corporate and Accounting.

Education: Franklin D. Roosevelt High School; Hyde Park, New York

Community Leadership & Activities:

- Present - Board Member of the Broward Housing Finance Authority Board
- Present - Board Member of the City of Coconut Creek Education Advisory Board
- Present - Member of the Women's Club of Coconut Creek
- Past Board Member - SBBC Parent Community Involvement Committee
- Past Board Member - Broward County's Animal Care Advisory Committee Board
- Past Board Member - City of Coconut Creek Environmental Advisory Board
- Past Board Member - Planning & Zoning in Coconut Creek
- Past Board Member - Brookwood Florida
- Volunteer for Women in Distress, Boys & Girls Club, City of Coconut Creek
- Attended First Citizens' Academy in Coconut Creek
- Past Board Member - Coconut Creek Vision 20/20