

*Colleen LaPlant*  
*6153 N.W. 45<sup>th</sup> Avenue*  
*Coconut Creek, FL 33073*  
*(954) 427-5820(h)*  
*(954) 675-4104(p)*

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 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: LaPlant

Phone:(954) 675-4104

First Name: Colleen

Alternate Phone:(954) 985-6804

Home Address: 6153 NW 45 Avenue

E-mail: claplant@beckerlawyers.com

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: Colleen LaPlant



Date: 3.5.20

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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