

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Jeffrey S Barker
Address:	4575 San Mellina Drive Coconut Creek 33073
District:	C
Phone Number:	5613053309
Email Address:	jeffbarkeraicp@gmail.com
Applied Date:	3/24/2025 12:02:34 PM
Boards Selected:	Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 12 years	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	Y
	Currently Serving: Planning and Zoning Sandra Welch	
All	Have you ever served on a City Board?	Y
	Served Prior: Sandra Welch 2018-25	
All	Have you graduated from the City's Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

JEFFREY S. BARKER, J.D.

4575 San Mellina Drive
Coconut Creek, FL 33073

e-mail: jeffbarkeraicp@gmail.com
phone: (561) 305-3309

PROFESSIONAL SUMMARY

- Outstanding multi-tasking, leadership, and teamwork ability, and an ideal combination of integrity, education, and experience.
- A career with a balanced blend of owner-operated and upper-level employee positions in land planning, multi-family/mixed-use project management, new construction, acquisitions, and contract administration for projects throughout the US and abroad.

PROFESSIONAL HISTORY

Feb 2024 to Present

Royal Palm Luxury Homes/PSC Building Group, Delray Beach, Florida

Owner/COO/Qualifier for a custom-home general contractor working in a design-build framework, using a partnership-oriented approach.

May 2022 to Feb 2024

Boca Raton Custom Homes, Boca Raton, Florida

President for a boutique, luxury home builder with oversight of all phases of preconstruction, contract administration, design coordination, and construction, including qualifying the company as a Florida Licensed General Contractor.

July 2022 to August 2023

Dunay, Miskel, and Backman, LLP, Boca Raton, Florida

Project Coordinator for a Land Use law firm providing assistance with municipal entitlement applications, real estate matters, legal research, petitions for lien reductions, and drafting of text amendments.

Jun 2015 to May 2022

Compson Associates, Boca Raton, Florida

Director of Operations for a new-project developer with oversight of acquisition, entitlement, design, permitting, and construction operations for a mixed-use medical complex in Palm Beach County, a 170-unit mixed-use high-rise condominium in downtown Boca Raton, and a 226-unit apartment project in Boynton Beach. Oversight of buildouts for the company's retail center and state license qualifier for the company's luxury home building division. Work in excess of \$155mm.

Dec 2013 to May 2015

PSC Building Group, Delray Beach, Florida

Senior Vice President for Operations and Qualifier performing owner's rep and contractor services for projects throughout US and Latin America. Recent projects include owner's rep for a \$70mm mixed use Marriott/office project in Costa Rica and a \$5mm oceanfront home in Florida. Previous work included oversight of full-scale apartment rehabilitation in Kentucky, project management for the AG Holley site redevelopment, project oversight for a mixed-use/flex space commercial project in San Jose, Costa Rica, various commercial, single-family and multi-family construction projects.

Jan 2010 to Dec 2013

CS Bensch, Fort Lauderdale, Florida

Vice President of Construction for a nationwide general contractor primarily involved with the restoration of distressed multi-family apartment assets. Working directly for the asset managers of banks/lenders, the company completed comprehensive repairs to all aspects of the projects (site and amenity restoration, building/structure repairs, and countless interior unit repairs/upgrades). Work in excess of \$36mm on projects in Alabama, Florida, Georgia, South Carolina, and Washington.

Nov 2004 to Dec 2009

Sandman Construction and J2M Development, Deerfield Beach, Florida

Owner/President of a construction company and a land development company involved with project management, owner representation, land development, and acquisition and renovation of residential properties. Experience involved in a wide range of projects, including general contractors for various multi-family and single-family renovations/additions and commercial projects in Palm Beach and Broward Counties, project management for various projects in Costa Rica, oversight of commercial properties and projects in Hollywood, CA, and various consulting projects.

Dec 2003 to Nov 2004

RAM Development Corporation, Multi-Family Division, Fort Lauderdale, Florida

Project Manager for the condominium conversion of an existing apartment community in Delray Beach, Florida. Primary responsibilities included development of budgets and schedules, negotiating, awarding, and monitoring of contracts for the coordination of all activities relating to individual unit renovations and the construction of new amenities and site improvements, coordination of activities between the Sales staff, Leasing staff and General Contractor. Additional responsibilities relating to other RAM projects included meeting with city officials about ongoing site planning issues, interaction in a team atmosphere for all current and upcoming development projects, and many others.

June 2001 to Oct 2003

Ocean City Building and Development, Delray Beach, Florida

Senior Development Associate for a land development company. Primary responsibilities in the development sphere were related to planning and design of projects and included land acquisition, due diligence, the processing of text amendments, conditional use and site plan approvals, and coordination of the development team for small and large-scale new development projects, including

the Gulfstream Lumber site in Boynton Beach and the Pineapple Grove Village project in Delray Beach. Primary responsibilities in the construction sphere included project management and supervision for a variety of commercial and residential projects including budgeting, scheduling, coordination of subcontractors, maintaining quality control and overseeing the inspection process.

May 2000 to Dec 2003

Florida Atlantic University, Adjunct Professor of Economic Principles in the College of Business.

July 1995 to June 2001

City of Boca Raton, Florida

Planner and Zoning Officer for the City of Boca Raton, Florida. Responsibilities included the processing and review of permitted and conditional land use approvals and amendments, the zoning approval of all commercial and residential building permits, writing of text amendments relating to various planning and zoning issues, and coordinating of FEMA's NFIP. Other primary duties and responsibilities included producing presentations, reviewing applications for design criteria, and presenting variance applications in front of the City Council, CRA, and most of the appointed Boards. The positions provided extensive opportunity for supervision of the licensing, building permit, and code enforcement staff for activities pertaining to planning and zoning.

January to June 1995

City of Coral Springs, Assistant Planner Trainee in the Planning and Zoning Division.

BOARD EXPERIENCE

Mar 2018 to Present

Planning and Zoning Board, Chairman/Vice Chairman, City of Coconut Creek

Jan 2020 to April 2020

Charter Review Board, City of Coconut Creek
President

Oct 2013 to Present

San Mellina Homeowners Association, Coconut Creek
President for 8 years.

March 2015 to July 2019

Hammon Park Homeowners Association, Lake Worth

Jan 2016 to Jan 2017

Downtown Boca Raton Advisory Committee, City of Boca Raton

July 2013 to Jan 2017

Board of Directors, CJ Foundation for Children in Need, Boynton Beach
Charitable foundation with primary function of assisting Autistic children and their families

Jan 2004 to Jul 2013

Zoning Board of Adjustment, City of Boca Raton
Chairman from 2009 to 2013

EDUCATION

Syracuse University College of Law, Syracuse, NY, Juris Doctorate, May 2023, 3.43 GPA

- Member Law Review
- Member Travis H.D. Lewin Advocacy Honor Society

Florida Atlantic University, Boca Raton, FL Master of Public Administration, Aug 1999, 3.8 GPA

- Member Pi Alpha Alpha Honor Society and top GPA of graduating class for College
- Concentration on Urban and Regional Planning

Florida Atlantic University, Boca Raton, FL, Bachelor of Arts in Economics, May 1995, 3.6 GPA

- Concentration of Urban Economics
- Received Milton Redman Award for Excellence in Economic Principles
- Attended **US Air Force Academy,** Colorado Springs, Colorado for four semesters

Reformed Baptist Seminary, Sacramento, CA, Master of Theological Studies, Dec 2020, 3.9 GPA

MEMBERSHIPS/LICENSES

Florida Bar, Licensed FL General Contractor; Licensed FL Building Contractor; Licensed FL Real Estate Sales Associate; AICP + APA (former).

REFERENCES

Available upon request

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Solomon Briks
Address:	4301 MARTINIQUE CIR M4 Coconut Creek 33066
District:	B
Phone Number:	2037670770
Email Address:	solobrks@gmail.com
Applied Date:	2/13/2025 11:47:36 PM
Boards Selected:	Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 4yrs 6mos	
All	Are you at 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?	Y
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	Y
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	Y
	Currently Serving: Planning and Zoning Jeffery Wasserman	
All	Have you ever served on a City Board?	Y
	Served Prior: Jeffery Wasserman 2024	
All	Have you graduated from the City's Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

February 13th, 2025

Solomon Briks(Sol)
4301 Martinique Circle, Apt M4
Coconut Creek, FL 33066
203-767-0770 Mobile
solobrks@gmail.com

Bio for appointment to Coconut Creek Planning and Zoning Board

Personal:

Age 75

Married to Lucy Briks

Two children, Jonathan and Julie, graduates of public schools and university, both married, working and living in New York, six grandchildren

Sold home in Fairfield, CT, moved to Wynmoor in 8/2020, full time Florida resident

Work:

Since 1/1981 – 12/2019:

IBM Corporation, Old Orchard Road, Armonk, NY 10504

In various positions related to real estate development and transactions, ranging from office campuses, major downtown high rise buildings, data centers and semiconductor facilities.

Prior to 1981:

Structural Engineer – Amman and Whitney, NYC and Weiskopf and Pickworth, NYC.

Developer/Partner – Spicyn Associates (Multi-family and commercial properties)

Education:

CCNY – Civil Engineering

Baruch College and St. John's University – Business

Civic:

1989 – 2020 - Board of Finance, Fairfield TP&Z, Town Facilities Committee, various building committees, Operation Hope BOD and building committee, Affordable Housing Committee, President Stratfield Improvement Association and Little League Team Manager

Qualifications to apply for the Planning and Zoning Board:

I served two four year terms on the Town of Fairfield Planning and Zoning Commission, which is a townwide elected position. I have extensive experience in office, industrial and data center development and asset management. One of the many properties I worked to improve was the IBM Boca Raton Development Laboratory.

Currently serving on the Wynmoor Long Range Planning Committee, appointed by Jackie Railey, President, Wynmoor Community Council and Coconut Creek Zoning Board, appointed by Jeffery Wasserman

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Gayle Daniel
Address:	4301 MARTINIQUE CIR Coconut Creek 33066
District:	B
Phone Number:	7866610887
Email Address:	gaylecdaniel@gmail.com
Applied Date:	3/28/2025 4:33:45 AM
Boards Selected:	Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 6 years	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	N
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City's Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
	Will you be away from the City for extended periods of time: I am currently enrolled in the City's Citizen Academy	
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation's special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Planning and Zoning Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

G. DANIEL-WORRELL

EMAIL: GAYLEWORRELL@YAHOO.COM TEL: (786) 661-0887

SUMMARY

Highly-motivated, results driven, professional, with experience in business development, strategic marketing, brand positioning, project management, and product development. Committed to the highest level of professionalism and excellence.

EDUCATION & LICENSES

Certified Nursing Assistant – Florida
Real Estate Sales License - Florida
MBA - University of the West Indies, Trinidad, WI
BS Finance - Howard University, Washington DC

SKILLS

Project Management; Computer skills -MS Office Suite; Creative; Flexible; Attention to detail; Communication; Problem solving; Teamwork; Leadership; Self motivated; Marketing; Critical thinking; Strong work ethic.

WORK EXPERIENCE

09/2019–Present Coldwell Banker Realty Realtor

- *Providing real estate sales and service to residential clients and real estate investors, project managed several real estate flips.*

2018–2019 UTC Financial Services USA, President

- *Responsible for leading the functions and supervision of a Broker Dealer, held FINRA Series 6, 23 & 63 licenses*

2011–2017 Unit Trust Corporation, Trinidad & Tobago Vice President Marketing, Communications and Distribution Channels

- Marketing and Communications - Responsible for leading the functions of Advertising, Market Research, Positioning, Branding, Client Relations, Event and Conference Planning and Corporate Social Responsibility for a \$2.5billion organization.
- Distribution Channels – Responsible for nationwide Operations, Agent Management, Online Services, Card Services, Client Contact Center, Centralized Data Processing and Document Management.

2004–2011 Unit Trust Corporation, Trinidad & Tobago Vice President Marketing and International Business,

- Responsible for leadership of the corporation's marketing and communications functions and the expansion into international markets.
- Conceptualized, developed and implemented an international suite of new mutual fund products.

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Alex Escoriaza
Address:	4624 Monarch Way Coconut Creek 33073
District:	D
Phone Number:	9546634025
Email Address:	alex@analytics-cc.com
Applied Date:	3/27/2025 5:15:28 PM
Boards Selected:	Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 5 years	
All	Are you at 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?	Y
	How long have you been a business owner in Coconut Creek? (Years and/or months): 3 years	
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	Y
	Currently Serving: Planning and Zoning John Brodie	
All	Have you ever served on a City Board?	Y
	Served Prior: John Brodie 2024	
All	Have you graduated from the City`s Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

Alex Escoriaza

✉ j.alex.esco@gmail.com [in LinkedIn](#) [@ Website](#)

Current role	Founder and Owner at Analytics Coaching and Consulting
Experience	Analytics, Consulting, Learning, Business Intelligence, Fintech, Personal finance, Marketing, Lead generation, Digital Me...
Technologies	SQL, Python, Tableau, Power BI, Azure, Redshift, Snowflake, Vertica, Google Analytics, Excel, BigQuery, Google AdWords, F...

At work I'm best at...
presenting complicated concepts simply. I like to think I am a master of metaphor.

Work experience

Founder and Owner, Analytics Coaching and Consulting 

Jan 2019 – Present (5y 5m)

Humanizing Data and Analytics
Analytics · Consulting · Learning · Business Intelligence

SQL Python Tableau Power BI Azure Redshift Snowflake Vertica

- Served as a strategic analytics advisor for clients, leading to notable enhancements in business operations and decision-making processes.
- Delivered consulting services such as developing enduring data strategies, implementing ML-based lead scoring systems, and enhancing modern analytics capacities.
- Promoted data literacy and analytical advancement by collaborating with individuals and organizations.

Vice President, Analytics, Debt.com 

May 2021 – Jun 2023 (2y 1m)

Marketing/Lead Gen arm of family of financial service firms
Fintech · Personal finance · Marketing · Lead generation · Digital Media

SQL Google Analytics Excel Power BI BigQuery Google AdWords Facebook Ads

- Led a team of 4 to enhance analytics functions for financial services, resulting in 70% growth in the first year and 100% in the second.
- Implemented multitouch attribution on digital marketing platforms, boosting ROAS by 25%.
- Streamlined reporting process from Excel to PowerBI, saving over 1800 man-hours per year.

Practice Leader, Analytics and AI, OZ Digital Consulting 

Oct 2019 – May 2021 (1y 7m)

Digital Consulting company specializing in Microsoft
Hospitality · Insurance · Consulting · Automation

SQL JavaScript R Excel Power BI SpaCy

- Established and headed the Analytics and AI practice, boosting internal efficiency by 15% and acquiring key clients such as AbbVie and WR Berkeley.
- Directed the creation and implementation of REINmaker, an intelligent automation solution for reinsurance contract handling, enhancing processing speed by over 7 years and reaching a 99% accuracy rate.

Developed with a diverse project team of 7 members.

Director of Revenue Strategy and Analytics, Miami Heat

Mar 2019 – Aug 2019 (5m)

NBA Team

Hospitality · Retail · Ticketing · Analytics · Entertainment · Sports · eCommerce

SQL Python R Excel Power BI Azure Eloqua Adobe Omniture

- Led the development of a data-driven multi-year revenue optimization strategy aimed at increasing ticketing revenue by \$100MM over three years.
- Collaborated with Microsoft to build a scalable cloud data platform.
- Fostered business plan of 601 Analytics turning internal tools into data platform as a service for sports properties

Various Roles, Dynasty Sports and Entertainment (now Logitix)

Oct 2012 – Jan 2019 (6y 3m)

Live Event Ticket Reseller

Ticketing · Entertainment · Sports

SQL React C# .NET Power BI Azure NetSuite Git

- VP of Data and Technology (2016 – 2019): Promoted to lead the data and technology innovation vision, contributing to over \$100MM in revenue and transforming the company into a SaaS entity. Spearheaded the development of Monarch, a comprehensive inventory management and analytics suite, achieving a 400X efficiency improvement.
- VP of Business Affairs (2013 – 2016): Oversaw business operations, driving \$100MM+ in cumulative revenue growth and implementing predictive analytics for ticket pricing. Developed and executed a machine learning-based pricing strategy, significantly increasing revenue and operational efficiency.
- Director of Pricing (2012 – 2013): Established and led the pricing strategy, achieving a 600% portfolio growth within six months. Developed proprietary pricing tools, enabling over 2000 informed pricing decisions daily and improving efficiency by 4500%.

Education

Northwestern University

M.S. in Predictive Analytics

Princeton University

B.S. in Engineering, Operations Research and Financial Engineering

Snippets

Email Marketing

Under my consulting umbrella, I branched out into email marketing and taught myself Active Campaign. I've helped launch 3 brands email marketing campaigns.

Correlation One

Partnered with Correlation One to produce and deliver training to Colgate Palmolive for their proprietary Revenue Growth Management Tool. Completed 3 cohorts with more planned and a second version of the tool launching in July 2024.

More about me

I like to work with people who...

I can learn something from and care to share.

The coolest side project I've built is...

a scoring system to help my wife and I pick a wedding venue.

Interests

Smart Home, Sports (specifically NBA and NFL), health and fitness data, personal finance, and small business

At work I'm best at...

presenting complicated concepts simply. I like to think I am a master of metaphor.

I'm looking to move roles because...

as a self employed entrepreneur the selection of medical benefits isn't the best especially as I get older and plan to grow my family.

Languages

English, Spanish

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Paula Franco
Address:	4394 CARAMBOLA CIR N Coconut Creek 33066
District:	B
Phone Number:	5612257512
Email Address:	paulafranco1795@gmail.com
Applied Date:	4/7/2025 9:26:24 PM
Boards Selected:	Civil Service Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 18	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	N
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City's Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation's special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	N
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	N
Civil Service Parks and Recreation Advisory Planning and Zoning	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

Paula Franco

Carambola Circle N. Coconut Creek, FL. 33066 | (561) 225-7512 | PaulaFranco1795@Gmail.com

EXPERIENCE

Mon Chateau LLC

Boca Raton, Fl.

Brand and Operations Marketing Manager

August 2023– Present

- Managing brand marketing efforts across four different brands ensuring cohesive messaging and brand growth
 - Supporting 360-degree paid marketing efforts, ensuring alignment with brand strategy and business goals
- Led end-to-end product development and launch of Guy Fieri's Flavortown kitchen textiles
 - Overseeing supplier coordination, marketing strategy, and go-to market execution for **4 product lines** in multiple colors
- Partnering with marketing agency to optimize social media strategy for *Guy Fieri's Flavortown* and *Mon Chateau Collections*
 - Grew **7.5K+ followers** and **17M+ engagements** across *Flavortown* Instagram, TikTok, and Facebook within 12 months
 - Grew **1.2K+ followers** and **52K engagements** across *Mon Chateau* Instagram, Facebook, and LinkedIn within 12 months
- Directing development of marketing assets including copy, photoshoots, and videoshoots for e-commerce
- Managing customer service partnership with Synergy to optimize strategy and enhance brand reputation and satisfaction
- Coordinated and led major brand activations, including *The Inspired Home Show* and *Guy Fieri's Tailgate* two years in a row

Comcast

Miramar, Fl.

Account Executive

January 2020– August 2023

- Served as a true media partner by consulting clients through the process of executing advertising campaigns
- Uncovered needs and growth opportunities for clients as well as identified and drove revenue opportunities for the business
- Created effective solutions that make the most out of my client's marketing dollars
- Provided regular consultations and reporting on active campaigns for optimization
- Retained and grew client accounts through strong client relations

Food Network & Cooking Channel South Beach Wine & Food Festival Volunteer Program

Miami, Fl.

Volunteer Coordinator

Festival Season '18, '19

- Recruited, placed, interviewed and supervised over 1500 volunteers for the Festival
- Communicated with various event managers regarding staffing details
- Coordinated on-site logistics as well as ensured a positive learning experience for all volunteers

FIU in Washington, D.C.

Washington, D.C.

Communications Intern

Summer 2018

- Increased total followers on social media platforms by a combined sum of 272
- Conducted, shot and edited 20 interviews of FIU student interns
- Wrote three articles for the FIU News, with one picked up and published by *Miami's Community Newspapers*

NBCUniversal

Miami, Fl.

Marketing Intern

September 2017– May 2018

- Supported promotional campaign efforts for two season premieres through social activations
- Collaborated with social media influencers to aid in the promotion of the network's series by providing assets
- Time logged various promotional videos set to air and submitted graphic design requests through DALi
- Produced a brief for the inception of a rewards program to be implemented by the network in the future

BBC

Coral Gables, Fl.

Marketing Intern

June 2017– September 2017

- Improved efficiency by gathering materials for sales support and creating a content description spreadsheet
- Created and implemented a premium tracking system for company's future use
- Connected Team Worldwide division with non-for-profit organizations to aid in the donation of premiums

Florida International University

Miami, Fl.

Panther Discovery Advocate

December 2014 – July 2017

- Contacted over 30 alums per month via phone and email to secure in-person interviews
- Served as an intermediary between FIU and alumni in order to re-engage and increase affinity towards FIU
- Submitted reports of collected data to the SVP of Advancement and followed up with alumni areas of interest
- Successfully conducted 116 interviews and received **Award for Most Interviews** at end of program

Firewall Centers

Pompano Beach, Fl.

Mentor

August 2016 – May 2017

- Maintained order and discipline in a center of over 60 students by recording behavior and mediating conflicts
- Assessed individual academic needs and improved overall attendance, behavior, and course performance
- Developed excellent relationships with students and close rapport with parents, teachers, and staff

The Dana Agency

Miami, Fl.

Account Coordinator

September 2015 – March 2016

- Created status and social media engagement reports as well as media clips and calendar listings for clients
- Updated media lists and corresponded with online, print and broadcast media personnel
- Created a broadcast viewership list with ad equivalency values for the agency's future use

LEADERSHIP EXPERIENCE

Alpha Chi Omega Fraternity, Inc.

Miami, Fl.

VP PR & Marketing

November 2014 – January 2016

- Managed a committee of eight women and facilitated overall chapter-wide communication
 - Oversaw all marketing aspects and spearheaded a creative initiative for the promotion of the chapter
 - Established the foundation of the brand and image for the Kappa Upsilon Chapter of FIU
-

EDUCATION

Florida International University (FIU)

Miami, Fl.

Bachelor of Business Administration | Marketing

December 2019

Bachelor of Science in Communications | Broadcast Media

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Nancy Fry
Address:	5341 FLAMINGO PL Coconut Creek 33073
District:	D
Phone Number:	9545406317
Alt Phone Number:	9546673185
Email Address:	nancyfryfl@gmail.com
Applied Date:	3/13/2025 10:07:06 PM
Boards Selected:	Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 3 years, 10 mos	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	Y
	Currently Serving: Planning and Zoning Welch	
All	Have you ever served on a City Board?	Y
	Served Prior: Rydell 2023	
All	Have you graduated from the City's Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation's special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	N

<div>Planning and Zoning</div> <div>Parks and Recreation Advisory</div>	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y
---	---	---

CONTACT



Address

5341 Flamingo Pl,
Coconut Creek, FL 33073



Phone

954-540-6317



Email

nancyfryfl@gmail.com

EDUCATION

2011

UNIVERSITY OF MIAMI

Master of Arts in Arts Presenting

- Teaching Assistant

2007

UNIVERSITY OF MIAMI

Bachelor of Music

- Major: Music Business & Entertainment Industries
- Minor: Computer Information Systems

COMMUNITY LEADERSHIP

Broward Schools Human Relations Committee

- Chair, 2023 - Present
- Vice Chair, 2022 - 2023

Broward Commission on the Status of Women

- Member, 2022 - Present

Coconut Creek Planning & Zoning Board

- Alternate, 2023 - Present

Reproductive Freedom Collective

- Board Member, 2023 - Present

School Advisory Forums

- Chair, Lyons Creek Middle, 2023 - Present
- Chair, Tradewinds Elem., 2023 - Present

Coconut Creek-Margate Democratic Club

- 1st Vice President, 2024 - Present
- Secretary, 2023

Tradewinds Elementary PTA

- Vice President, 2022 - Present

Lyons Creek Middle PTSA

- Vice President, 2024 - Present

Broward Young Democrats

- President, 2021 - 2023
- Board Member, 2020
- 2-time Winner - Issue Trailblazer Award

Ruth's List Broward

- Executive Board Member, 2022-2023

Moms Demand Action

- Florida Elections Lead, 2021-2022
- Florida Communications Lead, 2020-2021
- Broward Legislative Lead, 2020-2021
- Local Group Spokesperson, 2019-2022

New Leaders Council

- 2020 Broward Cohort

Census Complete Count Committee

- City of Plantation, 2019 - 2020

NANCY FRY

EXPERIENCE

CENTER FOR HUMAN CAPITAL INNOVATION

Analyst | Remote, Coconut Creek, FL

November 2022 – Present

- Manage the company social media, website, & e-newsletter
- Prepare & edit reports, proposals, & other documents
- Perform research as assigned
- Create, review, and update online content, including blogs, scripts, graphics, & voiceovers

RUBATO STRATEGIES

Founder - Freelance Campaign Consultant | Broward County, FL

November 2019 – March 2021, July 2022 – Present

- Experience managing multiple successful local campaigns
- Direct & support field & organizing strategy for winning campaigns
- Organize volunteers, including outreach, scheduling, training, events
- Sort & analyze data & research for overall campaign strategy
- Run & assist with digital campaigning, social media, online events
- Implement communication programs with online content, emails, press statements
- Aid candidates with fundraising, call time, events, donor tracking

CITY OF FORT LAUDERDALE, COMMISSION DISTRICT 2

Chief of Staff to Commissioner Steve Glassman | Fort Lauderdale, FL

March 2021 - July 2022

- Represented the district office when the Commissioner was unavailable
- Served constituents and liaised with city staff
- Maintained the Commissioner's calendar & events schedule
- Oversaw all office needs, including submitting all ethics & finance reports
- Ensured the Commissioner was prepared for all Commission meetings

BABY K'TAN, LLC

Customer Service/Marketing Assistant | Davie, FL

March 2018 - November 2018

- Managed customer relations via e-mail, phone, social media
- Coordinated donations to & engagement with community organizations
- Researched articles of interest & pitching opportunities for products
- Demonstrated & sold products at consumer trade shows, maintained inventory

MY GYM CHILDREN'S FITNESS CENTER

Office Manager | Orlando, FL

March 2016 – January 2017

- Oversaw customer accounts, handled customer service issues
- Administered customer relationship manager & internal calendar scheduling
- Updated & edited website, drafted & scheduled e-mail blasts to customers
- Cold-called existing customers & event attendees to upsell events & memberships

BROWARD CENTER FOR THE PERFORMING ARTS

Programming Coordinator | Fort Lauderdale, FL

August 2008 – November 2012

- Analyzed, modified, and processed all self-presentation & co-promotion contracts
- Organized licenses, artist payments, department expenses
- Supported special events surrounding performances
- Digitized departmental procedures & established the Center's social media profiles
- Served as customer service & administrator for the summer camp program

ADRIENNE ARSHT CENTER FOR THE PERFORMING ARTS

Programming Assistant | Miami, FL

May 2007 – July 2008

- Promoted from Intern to Assistant to the Programming Manager then to Programming Assistant
- Drafted & routed contracts & budgets
- Trained employees to use database programs Artifax & Tessitura
- Researched performance licenses, copyright law
- Revised departmental templates

SKILLS

Campaign Management, Fundraising, Field Strategy, Strategic Communications, Community Organizing, Event Planning, Database Management, Advanced Excel, Team Building, Research, Digital Marketing

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Troy R Gras
Address:	3640 W Hillsboro blvd Coconut Creek 33073
District:	E
Phone Number:	9548920083
Email Address:	gras.troy@gmail.com
Applied Date:	4/7/2025 10:06:44 AM
Boards Selected:	Civil Service Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 25 years	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City's Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	Y
	Will you be away from the City for extended periods of time: 60 days a year during the Florida Legislative Session	
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation's special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	N
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Civil Service Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

Troy Gras

(954) 892-0083 • 3640 W Hillsboro Blvd, Unit 207, Coconut Creek, FL 33073 • Gras.Troy@gmail.com

EDUCATION

Florida State University, Tallahassee, FL
Bachelor of Arts, Political Science August 2015

Broward College, Fort Lauderdale, FL
Associate of Arts, December 2012

PROFESSIONAL CERTIFICATIONS

Florida Legislature

Received "Micro-Credential" accreditation in topics including Appropriations, Bill Drafting, and Draft Management

EXPERIENCE

Chief of Staff to Senator Lori Berman, Boynton Beach/Tallahassee, FL

Florida Senate, July 2024 – Present

- Strategize with the Senator, her staff, community members, and other stakeholders to craft our legislative agenda and priorities before, during, and after the legislative session.
- Foster relationships between the Senator, her constituents, and other community organizations by attending local events and meetings to provide and garner insight about pressing district issues.
- Manage the office expense account, travel system, and prepare quarterly reports.
- Compose and distribute external communications such as press releases, advisories, op-eds, social media posts, newsletters and other special projects on behalf of the Senator.
- Provide guidance and resources to local organizations, including non-profits and homeowners' associations, regarding navigating state departments and regulations.
- Conduct in-depth policy analysis on upcoming bills and prepare work product and other memos for the Senator. Drafts talking points and questions on research and analysis.

Aide to Representative Joe Casello, Boynton Beach/Tallahassee, FL

Florida House of Representatives, Legislative Aide November 2020 – July 2024, District Aide July 2015 – July 2019

- Collaborated with the Representative's team to create the legislative agenda, including conducting detailed research and drafting bills and amendments.
- Managed the member's appropriation requests making sure that they were properly filled out, germane, going through the correct channels and helping secure millions in local funding in the budget.
- Facilitated lines of communication between constituents, state agencies (DBPR, DOH), and local governments to address constituents' issues.
- Maintained a healthy relationship with community leaders by attending various local functions and meetings.
- Handled day-to-day office management such as ordering supplies, filing receipts with the state and keeping track of inventory.

Campaign Manager, Delray Beach, FL

Mike Caruso for State Representative, July 2020 – November 2020

- Planned and organized outreach lists via phone and door-to-door canvassing for a team of twelve employees to engage in a comprehensive GOTV campaign.
- Coordinated campaign supply logistics, drafted talking points for various community events, optimized engagement over social media and newsletter communications.
- Transformed a 32 vote win in 208 into an 11,000 vote win in 2020.

English Teacher to Second Language Learners, Brasilia, Brazil

Fisk Language School, July 2019 – December 2019

- Taught intermediate to advanced English to non-native speakers.
- Developed and implemented a curriculum centered around individual students' needs.
- Tracked student progress and revised epistemological methods as necessary to achieve optimal results.
- Communicated in both English and Portuguese with my students in order to ensure that they fully understood the lesson plans.

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Corinne Lajoie
Address:	3714 PEBBLEBROOK MNR COCONUT CREEK 33073
District:	C
Phone Number:	9546515016
Email Address:	corichurch.lajoie@gmail.com
Applied Date:	2/21/2025 10:01:04 AM
Boards Selected:	Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 19	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	Y
	Served Prior: Brodie 2023	
All	Have you graduated from the City`s Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation`s special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Planning and Zoning Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

CORINNE LAJOIE, AICP
35714 Pebblebrook Manor, Coconut Creek, FL 33073
Corichurch.lajoie@gmail.com
(954) 651-5016

PROFESSIONAL EXPERIENCE

May 2020 – Present

Community Development Deputy Director, City of Dania Beach, Florida

- Performs human resource management functions, e.g., interview, selection, hiring, disciplinary action, recommending promotion, performance evaluations.
- Assists with administering the City's code and parking enforcement, permitting, building, development, planning and zoning in compliance with all applicable ordinances, codes, laws, and regulatory standards applicable to the work.
- Oversees the preparation and administration of the department's annual operations budget; ensures adherence to and compliance with established budgetary parameters.
- Develops and recommends operating policies and procedures to ensure regulatory compliance, improve operational performance, and efficiency administer budgeted funds.
- Prepares reviews and edits agenda item reports for City Commission Meetings.
- Represents the department, Director and City in meetings, conferences, and professional association forums as directed.
- Participates in comprehensive review and evaluation of the City's engineering, permitting, building, development, planning and zoning functions; provides recommendations for improving efficiency and systems for future service needs.
- Conducts research and other special projects as requested by the Director to meet the needs of the City's growth and development initiatives.
- Communicates with co-workers, management, citizens, and others in a courteous and professional manner.
- Receives and responds to inquiries and concerns from the public, local business, and regulatory agencies; researches and provides response and resolution accordingly.
- Manages contracts for services agreements with consultants and contractual employees.
- Assists in preparation of plans, specifications, selection criteria, competency of contractors.
- Participates in various development review and pre-development meetings to provide information and guidance applicable to the City's engineering and community development goals, objectives, and initiatives.
- Oversees IT support for the Department.
- Participates in coordination and activities involving applicable intergovernmental agencies.
- Participates in the management of the City's capital improvement projects within public right-of-way and any other capital improvement projects.
- Act as Director during the absence of the Community Development Director.
- Created a public art programs for the city which included a public art impact fee
- Administered the creation of the city's public art plan by a consultant.
- Managed the public art consultant hired to administer the city's public art program.
- Assisted in the creation and facilitation of the city's Public Art Advisor Board.

October 2015 – May 2020

Planning and Zoning Manager, City of Dania Beach, Florida

- Served as Acting Community Development Director, overseeing the Planning Division, Building Division and Code Compliance in the Directors absence

- Coordinated and processed development entitlements and permit review for Dania Pointe, an \$800 million mixed use development including 102 acres, featuring 1 million square feet of retail, restaurants and Class A offices, hotels, 1,000 residential units and public event space
- Review and analysis Request for Proposals for various City projects
- Prepare and process Future Land Use amendment requests
- Chair the City's Green Advisory Board
- Coordinate site plan development with Broward County Aviation Department
- Manage review and permitting of vacation rentals
- Collaborate with the City's Community Redevelopment Agency regarding ongoing redevelopment opportunities
- Serves as the municipal representative at the Staff Working Group which implements the Broward County School Interlocal Agreement between the School Board, Broward County and Broward County Municipalities
- Prepared multiple, City initiated, zoning text amendments
- Prepare and present staff reports to the Planning and Zoning Board, Local Planning Agency, and City Commission monthly
- Review, comment, and process site plan developments
- Chair the City's Development Review Committee's monthly meeting with representatives from various department and developers
- Oversee consultants providing professional services to the department.

February 2002 – October 2015

Principal Planner, City of Dania Beach, Florida

- Served as Interim Community Development Director, overseeing the Planning Division, Building Division, and Code Enforcement for a period of 18 months
- Served as the municipal representative at the Staff Working Group which implements the Broward County School Interlocal Agreement between the School Board, Broward County and Broward County Municipalities
- Prepared multiple, City initiated, zoning text amendments
- Prepared and present staff reports to the Planning and Zoning Board, Local Planning Agency and City Commission on a monthly basis
- Created a historic preservation web page for the city's website
- Created a historic mark and plaque program
- Prepared award nominations for city-initiated projects
- Routinely prepared press releases to local newspaper regarding department activities
- Reviewed, commented, and processed site plan developments
- Chaired the City's Development Review Committee's monthly meeting with representatives from various department and developers.
- Oversaw an entire rewrite of the City's Land Development Code, unifying three separate sets of regulations into one unified document
- Oversaw consultants providing professional services to the department.
- Administered the sunset provision for pole signs in the City.
- Attended to the Zoning Counter to answer questions of residents and contractors

January 2000 – February 2002

Development Review Coordinator, City of Hollywood, Florida

- Rewrote code of ordinance requirements for the development review process in close coordination with the City Attorney's Office.
- Supervised four (4) planning staff personnel

- Chaired and coordinated the Technical Advisory Committee made up of staff from various departments who met bi-weekly with developers to review site plan applications
- Prepared and presented staff reports to the Board of Adjustment, Historic Preservation Board, Planning and Zoning Board and City Commission
- Reviewed, commented, and processed site plan developments
- Chaired the Infrastructure Committee of the City-Wide Master Planning process that involved intense community interaction and outreach.

September 1998 – January 2000

Associate Planner, City of Hollywood, Florida

- Reviewed building permits for compliance with zoning code
- Prepared and presented staff report to the Board of Adjustments
- Served as Planner-of-the-Day providing assistance to the public
- Prepared letters in response to written zoning questions

June 1998 – September 1998

Planning Intern, The Corradino Group, Doral Florida

- Assisted in contract work with the State of Florida accounting transportation assistance provided through a grant to social service organizations.
- Assisted in data collection for a traffic master plan for the Miami Beach.

January 1998 – June 1998

Zoning Technician, City of West Palm Beach, Florida

- Reviewed building permits for compliance with city zoning code.
- Performed field inspections
- Prepared and presented staff reports to Board of Adjustments

June 1997 – January 1998

Planning Intern, City of West Palm Beach, Florida

- Conducted historic preservation structural inventory
- Assisted in preparation of EAR based Comprehensive Plan amendments.

EDUCATION

Masters on Urban and Region Planning from Florida Atlantic University, August 2000.

Bachelor of Science in Social Sciences from Florida State University, April 1997.

MEMBERSHIPS

American Planning Association

American Institute of Certified Planners

Florida Planning and Zoning Association

APA Broward Chapter At Large Board Member

Coconut Creek Women's Club

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Colleen LaPlant
Address:	6153 NW 45 Avenue Coconut Creek 33073
District:	E
Phone Number:	9546754104
Email Address:	claplant@beckerlawyers.com
Applied Date:	3/10/2025 10:41:43 AM
Boards Selected:	Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 32 years	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	Y
	Currently Serving: Planning and Zoning Commissioner Joshua Rydel	
All	Have you ever served on a City Board?	Y
	Served Prior: Mayor Becky Tooley 15	
All	Have you graduated from the City`s Citizen Academy?	Y
All	Will you be away from the City for extended periods of time?	N
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

Colleen LaPlant
6153 N.W. 45th Avenue
Coconut Creek, FL 33073
(954) 675-4104(p)

March 10, 2025

City of Coconut Creek
Office of the City Clerk
Att: Joseph J. Kavanagh, City Clerk
4800 West Copans Road
Coconut Creek, FL 33063

Re: Application for City Board – Planning & Zoning

Dear Mr. Kavanagh:

As an educated, active member of our beautiful City, I am pleased to attach my Application for the Planning & Zoning Board, together with my resume for consideration.

I have had the privilege of serving on the City's Planning & Zoning Board for the 2024-25 term and in previous years. I have worked hard to ensure the City's commitment to smart growth and look forward to preserving that balance. I am a Government Law Practice Group Administrator, whose professional experience with municipal law enables me to understand the legal terms and processes relating to land use, planning and zoning. Additionally I am also a parent and grandparent who cares deeply about our community's future. Being part of the Downtown project has truly been rewarding, and I look forward to seeing it through with a consistent and steady hand. I truly enjoy being an asset to the Board.

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

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

Sincerely,



Colleen LaPlant

Colleen LaPlant
6153 N.W. 45th Avenue, Coconut Creek, FL 33073
(954) 675-4104(p); claplant@beckerlawyers.com

Profile:

Over 46 years of experience as Executive Administrator in both 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, which entails overseeing the practice group tasks, including but not limited, to local and State lobbyist registrations, compensation reports, and RFP responses.
- Support 4 busy lawyers/lobbyists, which entails many types of working, including land use, procurements at both the local and State level.
- 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 –Chair of the City of Coconut Creek Planning & Zoning
- Present - Chair of the Broward Housing Finance Authority Board
- Present – Member of the MPO Committee for the Broward Regional Comprehensive Safety Action Plan (BSAP).
- Present - Member of the Women’s Club of Coconut Creek
- Past Board Member - Coconut Creek Vision 20/20
- Past Board Member of the City of Coconut Creek Education Advisory Board
- 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 - Brookwood Florida
- Volunteer for Women in Distress, Boys & Girls Club, City of Coconut Creek
- Attended First Citizens’ Academy in Coconut Creek

Planning and Zoning

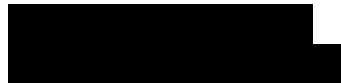
APPLICANT INFORMATION

This address and phone numbers are EXEMPT.

Applicant Name:	Jeffrey D Light
Address:	EXEMPT EXEMPT
District:	B
Phone Number:	EXEMPT
Alt Phone Number:	EXEMPT
Specific Exemption:	Retired New Jersey Superior Court Judge.
Email Address:	jeff17.light@gmail.com
Applied Date:	3/5/2025 11:36:58 AM
Boards Selected:	Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 7 years, 7 months	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	Y
	Currently Serving: Planning and Zoning J. Railey	
All	Have you ever served on a City Board?	Y
	Served Prior: J. Railey 2023,2024	
All	Have you graduated from the City`s Citizen Academy?	Y
All	Will you be away from the City for extended periods of time?	N
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

Jeffrey D.Light



Jeff17.light@gmail.com



Education

Rutgers University

New Brunswick,NJ

A.B. With honors 1969

Phi Beta Kappa

Georgetown University Law Center

Washington,DC

Juris Doctor 1973

Licenses

Admitted to practice law:

New Jersey state courts, New Jersey federal courts, US 3rd Circuit Court of Appeals, US Supreme Court

Employment

1973-1978 NJ Department of Environmental Protection

1978-1981 Assistant Counsel to Brendan T. Byrne, Governor of New Jersey

1981-2011 Private law practice primarily involving commercial transactions and litigation including, among other things, land use and real estate matters, representation of municipal governments and representation of clients before municipal planning and zoning boards and State agencies.

2011-2017 New Jersey Superior Court Judge responsible primarily for family and non-jury civil matters.

2017- present Retired

Civic involvement

Past-President of 5 different civic organizations:

Atlantic County Bar Association

Habitat for Humanity of Atlantic County

Northfield-Linwood Kiwanis

Congregation Beth Israel, Northfield, NJ

Community Mediation Services

Congregation Kol Tikvah, Parkland- Board of Trustees 2019-2021

Chair, Congregation Kol Tikvah Bylaws Committee
LifeNet4Families- volunteer at mobile food pantry
Chair, Wynmoor Community Council Bylaws Committee
Member, Wynmoor Community Council Budget and Finance Committee

Member, Coconut Creek Planning and Zoning Board 2023-present

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Shanarika Lonon
Address:	4209 CARAMBOLA CIR S Coconut Creek 33066
District:	B
Phone Number:	9545296859
Alt Phone Number:	9545296859
Email Address:	shanarikalonon@gmail.com
Applied Date:	3/6/2025 11:30:45 PM
Boards Selected:	Civil Service Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 2	
All	Are you at 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?	Y
	How long have you been a business owner in Coconut Creek? (Years and/or months): 1	
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City `s Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation `s special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	N
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	N
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Civil Service Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

ShaNarika Lonon

(954) 529-6859 | shanarikalonon@gmail.com | Coral Springs, FL 33071

SUMMARY

Service & Sales-Driven Customer Service Professional Qualified by 9+ years success in Customer Service, Claims, Sales, and technical support @home and in office call center environments. Leveraged quality and customer service focus to achieve organizational success. Strong leadership skills and passionate about building lasting client relationships and maximizing quality.

SKILLS

- As 400
- Salesforce
- Microsoft office
- Lean office
- Workforce adp
- Quickbooks
- Payment Processing
- Quality Assurance
- Customer Service Excellence
- Project Management
- Senior Leadership Support
- Data Entry
- Problem Resolution
- Contract Negotiation Expertise
- Documentation and Reporting
- Data Evaluation

EXPERIENCE

Quality Assurance Specialist, City Furniture, September 2020-Current
Sunrise, FL

Quality Assurance Specialist 11/22-Current

- Monitored QA procedures for adherence by employees, notifying personnel of non-compliance issues.
- Collaborated with management to discuss effective plans for resolving major quality problems.
- Compared and analyzed actual to expected results and reported deviations for resolution.

Team Leader 06/22-11/22

- Offered training and support to keep team members motivated and working toward objectives.
- Motivated and empowered team members to build customer satisfaction and loyalty to support retention and growth.
- Displayed strong telephone etiquette, effectively handling difficult calls.

Workforce Specialist 10/21-06/22

- Responsible for maintaining company ASA, facilitating work activities, also managing the employee placement and activities of more than 200 employees.
- Created workforce planning and development models for quarterly scheduling and processes.
- Collaborated with senior and department leaders to develop and implement workforce plans.

- Determined appropriate schedules and made proactive adjustments to meet coverage and service objectives.

Chat Specialist 01/21-10/21

- Planned and conducted investigations of claims to confirm coverage and compensability.
- Assessed and conducted negotiations within authority limits to settle claims.

Claims Specialist 09/20-01/21

- Processed claims for payment or forwarded to appropriate personnel for further investigation
- Collaborated with fellow team members to manage large volume of claims.

Customer Support / Technical Support Representative/ Claims Specialist, SYKES, July 2018-August 2020

- I am responsible for taking orders, canceling orders, refunds, exchanges, returns, and online order support
- Also responsible for claim support measures from a wide range of order corrections, invoice corrections, refunds, applying credits, applying debits, and rekeying orders.

Customer Service Representative/ Sales, TELETECH@HOME, October 2011-May 2018

Fort Lauderdale, FL

- Responsible for a large volume of inbound calls for the Sabre account
- Assist with modifying, canceling and booking reservations for over 150 different hotel chains
- Once a chat coach and responsible for making sure agents adhere to average handle time, and also assisted agents on calls
- I was also an Average Handle Time Mentor, listened to a number of agents calls in order to help them shorten call time while still booking a reservation and meeting quality points
- I was also on a different account where I had to assist with taking orders, price matching with other companies along with verification of prices, canceling orders, refunds, exchanges, returns, we also had to troubleshoot online orders.

Team Lead, Interactive Response Technologies, January 2009-February 2010

North Lauderdale, FL

- Responsible for developing processes from the information found on the monitored calls., Responsible for a large variety of incoming sales calls for an account
- Also responsible for setting up new lines of services, locating lost orders, credit checks for service, and also passing calibrations, As well as meeting a certain sales quota.
- Delegated daily tasks to team members to optimize group productivity.
- Collaborated with management team to implement new work procedures or policies.

EDUCATION AND TRAINING

Legal Administrative Specialist

Sheridan College, Fort Lauderdale, FL January 2017

High School Graduate

Plantation High School, January 2007

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Michael Madigan
Address:	5161 NW 45 AVE Coconut Creek 33073
District:	C
Phone Number:	2012056975
Email Address:	mrmichaelmadigan@gmail.com
Applied Date:	2/11/2025 7:11:49 PM
Boards Selected:	Civil Service Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 2 Years 10 Months	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City's Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation's special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y

Civil Service	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y
Parks and Recreation Advisory		
Planning and Zoning		

Michael P. Madigan
5161 NW 45th Avenue Coconut Creek, FL 33073
201.205.6975
MrMichaelMadigan@gmail.com

EXPERIENCE:

January 2024 – Present
Principal

MDMG International, LLC

Coral Springs, FL

- Contract Director of Sales and Marketing for national integrator & managed services provider.
- Contract Account Manager for national integrators & managed services providers.
- Project Manager for technology construction and integration projects.
- Procurement Management for technology related materials.
- Design build for technology construction.

June 2020 – January 2024
National Account Executive

Touchtel USA, LLC

Coral Springs, FL

- 15+ years of experience as a National Account Manager, consistently achieving and surpassing sales targets in highly competitive markets.
- Cultivate and maintain strong relationships with key players and key accounts including their gatekeepers and influencers.
- Consistent understanding of market trends, competitor analysis, and customer needs, enabling the development of effective sales strategies and solutions.
- Superb communication, presentation, and negotiation skills, with a demonstrated ability to influence key stakeholders and close complex deals.
- Lead strategic account planning and managed a portfolio of national accounts including developed and implemented innovative sales strategies to expand market share and penetrate new markets.
- Cultivate and maintain strong relationships with key stakeholders at the executive level, negotiating and closing high-value contracts worth \$3+ million annually.
- Conduct regular business reviews with clients, identifying opportunities for upselling, cross-selling, and ensuring customer satisfaction.
- Develop and implement customer-centric account plans, identifying upselling and cross-selling opportunities to maximize revenue and increase customer retention.
- Design of client technology solutions in the areas of structured cabling, access control, intrusion detection, video surveillance, audio visual, wireless (Wifi), DAS, BDA Systems, telecommunications, networks (LAN/WAN), data center/cloud technologies, managed services contracts, on demand support agreements, national multisite/rapid deployment projects.
- Experience with end user verticals: Construction, Manufacturing, Medical, Education, Retail, Commercial Office, Legal, Finance, Aviation, Warehousing/Pick & Pack, Entertainment/Sports Venues.
- Procurement of passive and non-passive materials for projects and support with major international distributors. Manage relationships with distributors of behalf of the organization including Wesco/Anixter, Accu-Tech, ADI, City Electric, Graybar, Windy City Wire amongst others.
- Partner manager for the organization of technology partners including Commscope, Brivo, Legrand, Superior Essex, Berktek-Leviton, Axis, Motorola Avigilon OpenPath, Corning, Panduit, Hanwha.
- Permits Manager for the organization in Florida for most major cities and counties. This includes putting together permit packages, submittals package, advising and editing permit drawings, filing with the building and fire departments, and managing the inspection and permit closeout process.
- Delivery Supervision of a team of six technicians and small warehouse. Provide scheduling, logistics, technical guidance, training roadmap and labor & material expense management. Manage specialty vendors and on demand labor subcontractors.

- Project Manage an active project portfolio of \$1M+ in projects. Typically manage 15+ projects simultaneously. Develop and maintain project communications with key stakeholders and other trades, schedules, dependencies, issue log, change order log, progress, and closeout documentation across all projects. Manage P&L for all projects with weekly status reporting internally.
- Operation workflow management with sales, design/estimating, procurement, accounting, administrative staff, and key stakeholders in management.
- Provided accurate sales forecasts, reports, and analysis to senior management, contributing to strategic decision-making.

December 2014 – June 2020
National Account Executive

Coranet Corp

New York, NY & Fort Lauderdale, FL

- Built and developed the South Florida region as well as national presence in technology design, build, integration, and support.
- Vertical focus in commercial, retail, state, and federal government.
- Key account manager for large international VARs (\$500M+ revenue VARs), developers/owners, general contractors and other trades, and architects.
- Lead account manager for international engagements.
- Areas of focus in Structured Cabling, Networking including network security, Voice Communications - Cisco, Avaya, Alcatel Lucent, Toshiba and other VOIP Solutions, Wireless Communications - Survey through Support, Video Conferencing, Project Management – Infrastructure, Multi-site roll outs, Relocation, Construction Build (*Technology Perspective*), Physical Security – Access & CCTV, Audio Visual – Conference Rooms, Digital Displays, Audio and Visual Applications for Retail and Commercial, Turnkey Site Roll outs including Networking, Systems, End User Stations.
- Several Tier 1 bank data center expansions.
- Design, build, manage national roll outs with retail stores, dining, branch/satellite offices.
- Strength with public utilities around security, wireless, networking, cabling.
- Experience with hospital/health care facility technology builds.
- Expertise in retail sector and warehousing/manufacturing.

May 2014 – December 2014
Account Executive

Client First Settlement Funding

Boca Raton, FL

- Business to consumer prospecting in the structured settlement industry.
- Create, design, and execute personal financial solutions for individuals and families.
- Intense sales activities via cold calling, presentation, negotiation, closing and follow through.

August 2012 – May 2014

PTS Consulting Inc.

New York, NY

Regional Head of Managed Services for the Americas

- Established Managed Services Practice for the Americas encompassing New York, Miami, Boston, San Jose, Toronto.
- Global collaboration with Europe and Asia for Managed Services and other integration and professional services projects including establishing a follow the sun support model and international clientele.
- Established Procurement Services in the Americas including partnerships with 12+ technology vendors (Cisco, Microsoft, HP, Checkpoint, Fortinet, VMWare, Citrix, Oracle, IBM, Dell etc)
- Solution Architect for managed services, integration services, migration services, consulting services, short term/long term professional services engagements based on SDLC, ALM, ITSM.
- Established Design/Build Approach for office and data center build outs.
- Hunted for new business through personal promotion, marketing, networking, cold calling, vendor relationships, architects, prime brokers, and various methods.

- Build and maintain key relationships with decision makers in Fortune 500 firms and down through the SMB marketplace. This included penetration, presentation, and account management of the CXO suite along with their gatekeepers and influencers.
- Established key partnerships with Data Center Vendors, architects, owner's reps, manufacturers, other solution providers.
- Solution designer in cloud space. Private, Public and Hybrid clouds. Closing deals over competitors Rackspace, AWS, DataPipe, Dataprise.
- Responded to and won RFPs around managed support, technology upgrades/refreshes.
- Broadened my skills to encompass Data Center lifecycle, Support Lifecycle, Project Management Lifecycle.
- Designed, implemented, and supported clients with new workflows inclusive of CRM and ERP rollouts i.e., Epicor, Dynamics, Descartes, PeopleSoft, Sage, Salesforce, ServiceNow, AutoTask, Connectwise.
- Specializing in the user experience via VDI, SAAS, ITSM design, implementation, and support.
- Selected as Executive Committee Member reporting to the board. 1 of 9 people globally of 400+ employees.

October 2008 – August 2012 **Chelsea Technologies, LLC** New York, NY & Ft. Lauderdale, FL
Client Services Director

Directing Business Development, Client Services, Professional Services and Partner Relations

- Established new business through personal promotion, marketing, networking, cold calling, vendor relationships, prime brokers, and various methods.
- Managed Sales Team of five people.
- Managed key accounts to increase recurring business.
- Managed P&L for Business Development.
- Served as a Consulting Chief Technology Officer to SMB clients.
- Created and maintained all marketing materials including website, brochures, press releases and event promotions.
- Managed Partner Relations with major technology manufacturers and distributors
 - including leveraging programs and promotions for improved market share and profitability (Microsoft, Cisco, VMWare, Citrix, HP, IBM, Fortinet, EMC, Ingram Micro etc.)
- Increased business with great fiscal P&L responsibility.
- Launched Business Continuity & Disaster Recovery Practice.
- Launched Cloud Computing offering.
- Launched Due Diligence & Compliance Practice.
- Launched Global Managed Services Offering.
- Chairman of Marketing/Public Relations Committee.

May 2007 – October 2008 **Exenet, LLC (Now ECI Eze Castle Integration)** New York, NY
Support Operations Manager

- Completed hands on management of daily logistics and operations of our New York and Boston operation in the financial, banking, and legal industry.
- Managed key accounts to increase recurring business.
- Acted as client's outsourced CTO/CIO with advisory and budgetary services.
- Handled P&L of Support Group and performed utilization analysis of Commercial Group.
- Grew business with great fiscal P&L responsibility.

January 2005 – May 2007 **Chelsea Technologies, LLC** New York, NY & Ft Lauderdale, FL
Vice President of Client Services

- Developed new specialized SMB information technology business through networking, telemarketing, trade shows, cold calling, prime brokers as well as partnering with manufacturers and distributors.
- Managed key accounts to increase recurring business.
- Created and maintained all marketing materials including website, brochures, press releases and event promotions.
- Managed Partner Relations with major technology manufacturers and distributors including leveraging programs and promotions for improved market share and profitability.
- Established and maintained a value added reseller program for a unique technology solution.
- Grew business with great fiscal P&L responsibility.

2001 – 2004 **DDM Entertainment/Dance Designs Performing Arts** Fair Lawn, NJ
Operations Manager

- Demonstrated strong interpersonal and successful business development skills.
- Account Managed key accounts and venues.
- Grew business consistently 15-20% annually through personal promotion, telemarketing, and trade shows.
- Created customized client presentations including brochures, website and promotional videos.

2000 - 2001 **Wagner Stott Bear/Hunter Specialists** New York, NY
NYSE Specialists Clerk

- Teamed with Specialists in executing timely trades and documenting transactions.
- Account Receivable Coordinator for Floor Operations in billing firms accordingly based upon transactions.
- Hunted prospective firms and established a database system for further sales, marketing projects and overall penetration.

EDUCATION

2000 – 2003 **Pace University** New York, NY
Business Administration Major

- Concentration in Management, Finance and Economics.

2008 **Cornell University** Ithaca, NY CPE
Program – Executive Leadership Certificate (8.0 CEUs)

- Concentration in Strategic Thinking, Executive Decision Making, Leading Creativity, Capital Investments

ADDITIONAL SKILLS & CERTIFICATIONS

2018 to Present **Florida 02-15 Licensed** *License Number W534073*

- Florida Resident Health & Life (Including Annuities & Variable Contracts) Agent License

TECHNOLOGIES

- Proficient in Microsoft Office– Word, Excel, PPT, Outlook, Visio, Project, OneNote, Teams, Publisher
- Experienced in Microsoft Power BI, ConstructConnect, Revu/BlueBeam
- Proficient in Dynamics CRM, Salesforce, Zoho, PipeDrive, BlueBeam, ServiceFusion
- Proficient in BMC Remedy, Connectwise CRM, Autotask, ServiceNow, AssetGen, LanSweeper, Quosal
- Proficient in Quickbooks, Epicor

Project Management Professional (PMP)

- *In progress*

VMWare

- Certified VSP
- Certified VTSP

Microsoft

- Certified in Licensing for Sales Specialists for Midmarket Solutions Provider
- Certified in MPN Sales Enterprise Licensing for Midmarket Solutions Provider

Brivo

- Brivo Technical Certification

Commscope

- SP3801 – Installing Premises Cabling Systems ACT I
- SP3802 – Certifying and Troubleshooting Premises Cabling Systems ACT II

Crestron

- DM Certified Designer – 4K (DMC-D-4K)

Legrand

- Certified Data Infrastructure Technician

Motorola Avigilon OpenPath

- Open Path Certified Partner
- Allegion Lock Certified

ADDITIONAL SALES CERTIFICATIONS IN:

- Citrix
- Fortinet
- Cisco
- Symantec

Federal Emergency Management Agency – FEMA

- Certified in Incident Command
- Certified in Emergency Planning
- Certified in Continuity of Operations
- Certified in Emergency Management

VOLUNTEER POSITIONS

Please Note: May 2014, I relocated from New Jersey to Coconut Creek, Florida to work for one of my clients.

2018 to Present **Coconut Creek Parks & Recreation** Coconut Creek, FL

- Little League Head Coach – U8, U10, U13 Boys Soccer
- Little League Assistant Coach – U9 Girls Soccer (*2019 & 2020 Seasons*)

January 2014 to May 2014 **Wyckoff, New Jersey Township** Wyckoff, NJ
Planning & Zoning Board Member - Three Year Appointment from 2014 thru 2016

January 2012 to December 2013 **Wyckoff, New Jersey Township** Wyckoff, NJ
Design Review Committee

(A preliminary review committee prior to applicants going to planning and Zoning).

Chairman, Design Review Committee - Three Year Appointment from 2012 until 2015

2012 to May 2014 **Wyckoff, New Jersey Recreation** Wyckoff, NJ

- Certified Coach by Rutgers University
- Head Coach of U12 Girls Softball

2007 – 2014

American Red Cross of Greater New York

New York, NY

Individual Responder Volunteer

- Mass Care Certified
- Shelter Operations Certified
- Disaster Assessment Certification – Pending
- Siebel Certification & Client Casework Certified
- Certified in CPR Adult and Infant

References Furnished Upon Request

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Bonita Marriot
Address:	6530 SANDPIPER DR Coconut Creek 33073
District:	D
Phone Number:	9547291142
Email Address:	bonitajmarriott@gmail.com
Applied Date:	2/13/2025 5:12:16 PM
Boards Selected:	Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 11 YEARS 8 MONTHS	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City`s Citizen Academy?	Y
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation`s special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	N
Planning and Zoning Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

6530 Sandpiper Drive
Coconut Creek, FL 33073
Cell (954) 729-1142
Email: BonitaJMarriott@gmail.com

Bonita J Marriott

EDUCATION / TRAINING

Formal:	1967 – 71	University of South Florida - Tampa, Florida B.A. Mathematics, Computer Science Minor
	1974 – 79	University of North Florida - Jacksonville, Florida Part-time postgraduate work – MBA program
	1994	Jacksonville University – Jacksonville, Florida Part-time postgraduate work
Business:	1979 – 80	University of London Business School Institute of Accountancy Staff – Associate Accountant & Auditor
	1984 – 86	London School of Economics: Critical Thinking & Project Management courses.

WORK EXPERIENCE SUMMARY

2006 – 2015	City of Boca Raton – Police Department, Crash Investigator
2002 – 2006	Self-employed, Independent Technology Consultant
2000 - 2002	Shanghai American Chamber of Commerce (AMCHAM) - Consultant
1998 – 2002	Shanghai American School District – Shanghai, China Technology Systems Manager / Network Administrator
1993 – 1998	Episcopal High School of Jacksonville – Jacksonville, Florida Technology Coordinator / Network Administrator / Calculus Instructor
1990 – 1993	Florida Keys Community College - Marathon Florida, Instructor, Computer Science Monroe County Public Schools – Marathon, Florida Network Administrator and Teacher of Computer Science & Mathematics
1984 – 1990	Berisford International P.L.C. – London, England, Trading Systems Manager
1982 – 1984	British Gas Corporation, H.Q. – London, England, Computer Training Officer
1982 – 1982	KBS Computer Services – London England, Systems Analyst
1980 – 1981	British Overseas Education Service – Dortmund, Germany, Math Teacher
1974-75, 89-90	Duval County Public Schools – Jacksonville, Florida, Math Teacher
1971 – 1974	Hillsborough County Public Schools – Tampa, Florida, Math Teacher

INTERESTS

The Theater & Scouts.
President & Treasurer: Sandpiper Landings HOA
Director & Treasurer: Regency Lakes Community Association
Former President: Victoria Isles Community Association
President: Sawgrass Exchange POA
Former board member of the Key Colony Beach Community Association.
Former board member of the Big Brothers, Big Sisters of Monroe County, Florida.
Former Vestry board member of St. Columba Episcopal Church, Marathon, Florida.

PERSONAL

Born:	30th April 1949, Toronto, Canada.
Nationality:	American, British & Canadian citizenship.
Family status:	3 grown children, 6 grandchildren.
Retired	2015

REFERENCES

Provided upon request.

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Laura A McDermott Matheric
Address:	3906 NW 56 ST Coconut Creek, FL 33073 33073
District:	C
Phone Number:	9547561117
Email Address:	laurali1981@aol.com
Applied Date:	4/7/2025 9:27:05 PM
Boards Selected:	Civil Service Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 15 years, 1 month	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City's Citizen Academy?	Y
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation's special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Civil Service Parks and Recreation Advisory Planning and Zoning	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

LAURA MCDERMOTT
3906 Northwest 56 Street
Coconut Creek, Florida 33073
LMCDERMO@Broward.edu
954-756-1117

• Educator • Poet • Literary Event Planner •

A poet with more than twenty years of event planning experience and nineteen years of teaching experience in developmental to advanced/honors level writing in such areas as composition, creative writing, literature and business writing; tutoring various genres of writing, as well as learned pedagogical skills for high school and collegiate level writing; and a completion of a college composition practicum and a college creative writing practicum from Florida International University (FIU). Demonstration of capabilities in classroom management in both a traditional and an online community by establishing a creative environment, implementing lesson plans and conducting classroom activities from freshman level to senior level writing, as well as literature and leadership. Gained business experience in diverse fields including event planning, professional development, editing and publishing, and other areas related to the literary arts. Previously served as a Senior Instructional Designer for the Title V I-Nest grant and has been a Professor of English at Broward College since August 2010 while also serving as the Dual Enrollment Faculty Coordinator since 2020. Received recognition for accomplishments as the 2008 Conference on College Composition and Communication Professional Equity Project Grant Recipient, a finalist for the 2016 Professor of the Year award, and a six-time nominee for the Endowed Teaching Chair Award of Broward College, ultimately being named the 2014 Wells Fargo Endowed Teaching Chair Award Recipient, and then again eight years later as the 2022 Robert Elmore Family Endowed Teaching Chair Award Recipient. Also named the 2022 Distinguished Professor for the Association of Florida Colleges. Involved with numerous community organizations including founding the Orange Island Arts Foundation in 2014 and is the President of the Women's Club of Coconut Creek 2021-2024. The first book of poetry, *Visions on Alligator Alley: an Ekphrastic Story in Verse*, was released by Lominy Books in 2015. She is pursuing a Ph.D. in Higher Educational Leadership and Research Methodology at Florida Atlantic University and currently serves as the first Poet Laureate for the City of Coconut Creek, Florida, first of any municipality in Broward County.

EDUCATION

FLORIDA ATLANTIC UNIVERSITY <i>Doctor of Philosophy – currently pursuing a Ph.D. in Higher Educational Leadership & Research Methodology</i>	Boca Raton, Florida	May 2023 – present
FLORIDA ATLANTIC UNIVERSITY <i>Master of Educational Leadership</i>	Boca Raton, Florida	May 2025
FLORIDA INTERNATIONAL UNIVERSITY <i>Master of Fine Arts</i>	Miami, Florida English – Creative Writing: Concentration in poetry	April 2007
FLORIDA STATE UNIVERSITY <i>Bachelor of Arts</i>	Tallahassee, Florida Major: English – Creative Writing, Minors: Business and Education	April 2004

INSTRUCTIONAL EXPERIENCE

BROWARD COLLEGE <i>Department of English and Journalism</i> Tenured Faculty Professor of English Full-time Temporary Instructor Full-time Temporary Instructor Part-time Instructor	Pembroke Pines, Florida	August 2010 – present Spring 2010 Fall 2009 Spring 2007 – Summer 2009
Regularly teach five or six courses a fall and spring semester as well as summer terms that are typically blended on campus, synchronous or asynchronous online. Such courses are ENC0017, ENC1101, ENC1102, LIT2000, CRW1001 and CRW1300. Currently serving as the Dual Enrollment Faculty Coordinator for high school teachers instructing general education courses. Also served as the Alpha Delta Rho chapter advisor of the Phi Theta Kappa Honor Society housed on the South campus.		

FLORIDA INTERNATIONAL UNIVERSITY <i>School of Arts and Science – Department of Public Administration</i>	Miami, Florida	Summer 2006 – Fall 2010
As a part-time instructor, taught one online section of Personal Growth and Organizational Development and twenty-two sections of Communications Skills for Policy and Management, including web-enhanced and fully online sections, as well as designed and implemented writing courses to meet the specific needs of newly promoted police sergeants, fire lieutenants, and civilians who work for the Broward County Sheriff's Office.		
FLORIDA INTERNATIONAL UNIVERSITY <i>School of Arts and Sciences – Department of English</i>	Miami, Florida	Fall 2006 – December 2010
As a part-time instructor, taught six web-enhanced section Introduction to Creative Writing and three sections of Composition, including designing and implementing a course titled ENC 2301, "Writing for Transfer Students."		
JOHNSON AND WALES UNIVERSITY <i>College of Arts and Sciences</i>	North Miami, Florida	Fall 2008 – August 2010
As a part-time instructor, taught three sections of Introduction to Literary Genres and three sections of Freshman Composition.		
THE ART INSTITUTE OF FORT LAUDERDALE <i>General Education Department</i>	Fort Lauderdale, Florida	Fall 2008 – Spring 2009
As a part-time instructor, taught two sections of Freshman Composition.		
FLORIDA INTERNATIONAL UNIVERSITY <i>Graduate Teaching Assistant</i>	Miami, Florida	Summer 2004 – Spring 2007
<ul style="list-style-type: none"> • Creative Writing Program's Study Abroad Trip to Ireland – <i>Assistant Director</i> Developed promotional campaigns and coordinated travel plans • Online Writing Lab – <i>Promotions Assistant / Writing Tutor</i> Provided tutoring, coordinate and facilitate in-class mini-presentations • University Learning Center – <i>Writing Tutor</i> Provided tutoring, enrichment programs, and mini presentations to struggling writers • Freshman Interest Groups – <i>Assistant Program Coordinator</i> Coordinated learning communities for incoming freshman students 		
BARRY UNIVERSITY <i>School of Arts and Sciences</i>	Miami Shores, Florida	Fall 2006
As a part-time instructor, taught two web-enhanced sections of Basic English Composition for first-year students who have not had instruction in formal academic writing or students who need remedial English writing instruction.		
THE SCHOOLBOARD OF LEON COUNTY <i>Substitute Teacher</i>	Tallahassee, Florida	January 2003 – June 2004

NON-INSTRUCTIONAL EXPERIENCE

BROWARD COLLEGE <i>Dual Enrollment Faculty Coordinator</i>	Weston, Florida	January 2020 - present
<ul style="list-style-type: none"> • Provides support to dual enrollment offsite instructors with a focus on course content and curriculum, the enforcement of college and department policy, as well as following the course syllabus and course outline • Act as a liaison to the Associate Deans and the high school adjunct instructors to collect and review syllabi from each instructor • Send reminders about turning in syllabi, completing enrollment verification, and entering grades in accordance with the academic calendar • Meet with Associate Deans as needed to identify areas of need to assist dual enrollment adjunct faculty • Contact adjunct instructors individually to assess their needs; connect new instructors with veteran instructors or mentors; organize professional development opportunities for the dual enrollment adjunct instructors, which may include advanced training on D2L, instructional training, etc.; collaborate with the Center for Teaching Excellence & Learning and/or the Instructional Design team for appropriate training 		

BROWARD COLLEGE

Pembroke Pines, Florida

September 2016–August 2017

*Senior Instructional Designer of the Title V, I-Nest Grant – Business Pathway**During the one-year contractual grant position:*

- Designed, developed, and managed a comprehensive professional development program for faculty integrating technologies and sound instructional pedagogies in the online environment for pathway faculty who were developing and/or redesigning contextualized web-enhanced, blended, and fully online courses.
- Provided leadership for instructional design issues and tasks related to the Pathways programs related faculty, programs and departments in regard to contextualization.
- Guided faculty in the design or redesign and development of course objectives, course content, course assessments, instructional strategies and activities for contextualizing Pathway courses offered in various delivery formats including e-learning.
- Participated in assessment of courses by collecting and reviewing syllabi from each faculty member, ensuring alignment with BC and Quality Matters standards, Federal copyright guidelines, and regional accreditation requirements.

BROWARD COLLEGE / AACTE

Fort Lauderdale, Florida

January 2013 – May 2013

Coordinator, Educational Support for Veterans

- Completed a five-month long study I led on behalf of Broward College for the American Association of Colleges for Teacher Education based on an ask by then Second First Lady of the United State, Dr. Jill Biden.
- Gathered recommendations for what Broward College should adopt in compliance with assisting veteran-students.

PROFESSIONAL DEVELOPMENT

Summer Artist Residency	Fine Arts Work Center Provincetown, MA	August 4-9, 2024
Poetry Teachers Institute	The Poetry Foundation	July 22-26, 2024
AI Institute	Broward College	April 17, 2024
Poetry Teachers Institute	The Poetry Foundation	July 10-14, 2023
Aspen Words: Poetry Workshop with Major Jackson	The Aspen Institute	June 18-24, 2023
Leading by Lasso	Broward College	February 17, 2023
Bullet Journaling	Broward College	February 18, 2023
Designing Student-centered Courses	Association of College and University Educators	April 10, 2022
Inclusive Teaching Project	Broward College	April 13, 2022
Mindfulness in a Post-Pandemic Classroom	Broward College	April 8, 2022
Foundations for Rubrics	Broward College	March 30, 2022
Inclusive Teaching for Equitable Learning	Broward College	March 27, 2022
Video Editing in Adobe Rush	Broward College	March 13, 2022
Designing effective writing Assignments	Broward College	March 23, 2022
The Male Minority Initiate	Broward College	February 21, 2022
Designing quality Blended Online	Broward College	February 16, 2022
Appy Hour – Best Classroom Applications	Broward College	February 10, 2022
Best Practices is Asynchronous Learning	Broward College	January 31, 2022
Getting Ready to Teach Blended	Broward College	December 15, 2021
Inspiring Inquiry & Lifelong Learners in You Online Course	Association of College and University Educators	November 29, 2021
Enrollment Verification	Broward College	November 24, 2021
Honorlock (Self-paced)	Broward College	October 6, 2021
Online Entrepreneurial Mindset Facilitator Training	Broward College	May 7, 2021
SLS Instructor Training	Broward College	April 30, 2021
Promoting Active Online Learning	Association of College and University Educators	April 11, 2021
President's Leadership Academy / Leadership Broward	Broward College	April 23, 2021
Development of Professional Learning Course	Broward College	March 12, 2021
Facilitation of Professional Learning course	Broward College	March 12, 2021
Create Inclusive & Supportive Online Learning Environment	Association of College and University Educators	December 6, 2020
Demystifying IPS: An Academic Discussion	Broward College	September 18, 2020
Advanced Zoom for Faculty	Broward College	August 25, 2020
Contextualization Project Workshop	Broward College	May 3, 2020
Blackboard Collaborate	Broward College	March 20, 2020
Tutor.com Training	Broward College	January 24, 2020
Microcredentials and Digital Badges in Higher Education	Academic Impressions	November 22, 2019
Dual Enrollment Myth Busters	Broward College	February 22, 2019
Emerging Leaders and Transforming Lives	Association of Florida Colleges	November 3, 2017

Academic Discipline & Department Meetings	Broward College	February 22, 2015
Intro to the Online Student Veteran Sensitivity	Broward College	February 22, 2015
Phi Theta Kappa (Ptk) and You	Broward College	February 22, 2015
English Faculty Retreat	Broward College	January 22, 2015
English & Journalism Dept. Strategic Planning	Broward College	September 18, 2015
From Soldier to Successful Student:	Broward College	June 15, 2015
Intro to D2L Version 10.4 Face to Face	Broward College	April 29, 2015
General Education Task Force	Broward College	April 17, 2015
English Faculty Retreat	Broward College	February 20, 2015
Academic Discipline & Department Meetings	Broward College	February 20, 2015
Meet the Honors Institute	Broward College	February 20, 2015
Academic Integrity Issues and Solutions	Broward College	February 20, 2015
Honors by Contract	Broward College	January 30, 2015
English Faculty Retreat	Broward College	January 28, 2015
International Honors	Broward College	October 24, 2014
Online Workday Travel Card Training	Broward College	July 1, 2014
Online P-Card Workshop	Broward College	July 1, 2014
Academic Discipline & Department Meetings	Broward College	February 21, 2014
Everything Honorable	Broward College	February 21, 2014
Where in the World is Broward College?	Broward College	February 21, 2014
Collegewide English Faculty Retreat	Broward College	February 7, 2014
Teaching English Language Learners in Gen-ed	Broward College	January 28, 2014
Effective Practices for Teaching Blended Classes	Broward College	March 24, 2013
From Soldier to Successful Student	Broward College	March 18, 2013
Getting Ready to Teach Online (Online)	Broward College	March 11-12, 2013
D2L Assessments and Grades	Broward College	February 27, 2013
From Soldier to Successful Student: Acclimating	Broward College	February 22, 2013
Developing Strategies That Will Increase Grant	Broward College	February 22, 2013
Collegewide English Department Retreat	Broward College	February 1, 2013
Fau Doctoral Program Information Session	Broward College	October 29, 2012
Success-Put Another Tool in Your Engagement Toolkit	Broward College	October 20, 2012
Creating A Climate of Success for All Students	Broward College	October 20, 2012
Bcae-Feli (Pd Credit or Stipend Awarded)	Broward College	August 7, 2012
Academic Discipline Meetings	Broward College	February 24, 2012
Student Assistance Program	Broward College	February 24, 2012
QEP - A Collaborative Effort	Broward College	February 24, 2012
New Faculty Institute- Session 1-Faculty Panel	Broward College	January 6, 2012
Introduction to DESIRE2LEARN (D2L)	Broward College	November 28, 2011
SLS Instructor Training Program	Broward College	October 15, 2011
Grademark: Streamlined Grading of Papers	Broward College	June 23, 2011
Cid - Student System Viewers	Broward College	June 1, 2011
Crw 5934 - Graduate Coursework	Florida International University	May 28, 2011
Eng 5058 - Graduate Coursework	Florida International University	May 28, 2011
Crw 5331 - Graduate Coursework	Florida International University	April 30, 2011
Academic Discipline Meetings	Broward College	February 25, 2011
Educational Planning	Broward College	February 25, 2011
Promoting Academic Integrity in Your Classes	Broward College	February 25, 2011
20111 English Faculty Retreat	Broward College	November 5, 2010
Blogging for 21ST Century Student Engagement	Broward College	October 18, 2010
To Blog or Not to Blog	Broward College	October 18, 2010
New Hire Orientation	Broward College	August 17, 2010

SERVICE TO THE COLLEGE

Dual Enrollment Faculty Coordinator	<i>Coordinator</i>	Spring 2020 - Present
Designed Research Skills Writing Course BU and Repository for BrowardUP	<i>Course Developer</i>	Fall 2022
Designed Technical Writing Course BU and Repository for BrowardUP	<i>Course Developer</i>	Fall 2022
College-wide Blended ENC 1102 Contextualized Course Development	<i>Course Developer</i>	Fall 2017

Instructional Calendar Committee
 President's Leadership Academy
 College-wide Blended ENC 1102 Contextualized Assignment Designer
 Pathways Core Team
 FAST Teams
 Strategic Initiative
 Quality Enhancement Plan (QEP)
 College-wide Blended ENC 1102 Contextualized Course Development
 College-wide Blended ENC 1101 Contextualized Course Development
 College-wide Blended ENC 1102 Course Development
 College-wide Blended ENC 1101 Course Development
 Online Student Veteran Sensitivity
 General Ed. Task Force Information Literacy Rubric
 Endowed Teaching Chair Selection Committee
 English Department M.F.L.A. Festival
 English Department Book Selection Committee
 General Education Task Force
 Search Committee: Assistant Professor of English
 From Soldier to Successful Student Training
 MLK Day of Service Grant Committee
 English Department M.F.L.A. Festival
 Phi Theta Kappa, Alpha Delta Rho
 Search Committee: Assistant Professor of English
 Black History Month Planning Committee
 Search Committee: Assistant Professor of Chemistry
 Hispanic Heritage Month Planning Committee
 Hispanic Heritage Month Planning Committee
 Black History Month Planning Committee

<i>Co-Chair</i>	Fall 2020 – Summer 2023
<i>Committee Member</i>	February 2020 – April 2021
<i>Course Developer</i>	Spring 2020
<i>Committee Member</i>	Fall 2018- Fall 2019
<i>Committee Member</i>	Fall 2017-Spring 2019
<i>Committee Member</i>	Fall 2017- Spring 2018
<i>Scholar</i>	Fall 2017- Spring 2018
<i>Course Developer</i>	Fall 2017
<i>Course Developer</i>	Fall 2017
<i>Course Developer</i>	Summer 2016
<i>Course Developer</i>	Summer 2016
<i>Program Developer</i>	Fall 2015 – Spring 2016
<i>Committee Member</i>	Spring 2015
<i>Committee Member</i>	Fall 2015 – Spring 2016
<i>Co-Chair</i>	Fall 2015 – Spring 2016
<i>Co-Chair</i>	Fall 2015 – Spring 2016
<i>Committee Member</i>	Fall 2015
<i>Committee Member</i>	Fall 2015
<i>Program Developer</i>	Spring 2013 – Summer 2015
<i>Committee Member</i>	Fall 2014 – Spring 2015
<i>Co-Chair</i>	Fall 2014 – Spring 2015
<i>Chapter Advisor</i>	January 2011– December2014
<i>Committee Member</i>	Summer 2012
<i>Committee Member</i>	Fall 2012 – Spring 2013
<i>Committee Member</i>	Spring 2011
<i>Committee Member</i>	Fall 2011 – Spring 2012
<i>Committee Member</i>	Fall 2010 – Spring 2011
<i>Committee Member</i>	Fall 2010 – Spring 2011

SERVICE TO THE COMMUNITY

WOMEN'S CLUB OF COCONUT CREEK

Coconut Creek, Florida June 2018 – Present

Member and Current Club President

Works closely with city commissioners and the mayor in the management of a 501(c)3 organization that supports youth endeavors through the sponsorship of an annual scholarship award, which is a set of monetary awards based on academic merit, financial need, community service, and other scholastic activities that is granted to students who are currently in their senior year of high school and reside within the City of Coconut Creek. To date, \$339,850.00 in scholarships have been awarded to 466 Coconut Creek youth.

MONTEVILLE HIGH SCHOOL

Oakdale, Connecticut October 21, 2024

Judge for the High School Poet Laureate Contest

Guest poet laureate judging a poet laureate contest.

PALMETTO ACADEMY OF LEARNING AND SUCCESS

Myrtle Beach, South Carolina October 31, 2022

Judge for 7th and 8th Grade Spooky Story Contest

Guest author judging a middle grades short story writing contest.

GRACE BAPTIST CHURCH

Deerfield Beach, Florida June 2019 – October 2023

Sunday School Teacher; AWANA Small Group Leader

Organize and oversee classroom with a range of tasks including developing lesson plans and leading children in educational activities with age-appropriate teachings. Assist parents and caretakers in the spiritual trainings and religious education of their children in every phase of their spiritual formation and mental development by motivating, encouraging, and guiding the children with stories and scriptures that can ignite within them the responsibility to be good, reasonable people.

GUILD FOR ART AND LITERATURE OF COCONUT CREEK (Officially registered as Orange Island Arts Foundation)

Coconut Creek, Florida August 2014 –June 2020

Founding President

Founded a 501(c)3 non-profit corporation in the State of Florida, that encourages creativity; cultivates learning; and engages youth, established and aspiring artists, and the community at large with the literary arts.

PHI THETA KAPPA INTERNATIONAL HONOR SOCIETY

April 2013 – 2018

Alumni Coordinator

Chartered and coordinated the alumni chapter for the Florida region

MIAMI BOOK FAIR INTERNATIONAL

Fall 2004 – Present

Volunteer

Regularly volunteer services to assist in the planning and execution of the annual fair

GIRLS' CLUB

Fort Lauderdale, Florida

November 2014–October 2015

2014- 2015 Writer-in-Residence

Created writing projects and workshops centered on the year-long exhibit, "The Moment. The Backdrop. The Persona."

PALM BEACH POETRY FESTIVAL

Lake Worth, Florida

August 2005 – June 2014

Festival Coordinator

Coordinated and publicized an annual literary event in Palm Beach County, Florida, which showcased workshops, reading, professional and up-and-coming local and national writers.

THE ART INSTITUTE OF FORT LAUDERDALE

Fort Lauderdale, Florida

May 2008 – February 2009

Student Employment Advisor

Assisted students with resume review and proper business etiquette. Planned and publicize monthly professional development-based events. Performed employment job searches for part time and full-time work, as well as for internships. Acted as liaison between students, the institution and employers.

THE LITERARY SALON

North Miami, Florida

July 2005 – May 2007

Event Coordinator

Planned, publicized and ran monthly literary events at the Luna Star Café in North Miami, Florida, which showcased professional and up-and-coming local and national writers.

THE SCHOOLBOARD OF LEON COUNTY

Tallahassee, Florida

August 2003 – June 2004

Educational Tutor

Tutored students in the Florida Writes – essay portion of the FCAT, the Adult Community Education and General Educational Development Tests'; and the Florida State University's Service-Learning Project.

PUBLICATIONS*BOOKS****POETRY IN THE PARKS: POETRY OF PLACE***

BiblioBoard, Broward County Libraries

July 20, 2024

Editor of a collection of poetry and artwork from participants who attended the Broward County Cultural Division Individual Artist Grant supported project, "Poetry in the Parks: Nature of Place."

BUTTON POETRY

May 14, 2024

Möbius Love Song, a chapbook manuscript, was picked as a semifinalist in an intensely competitive 2023 Button Poetry Chapbook Contest***ORANGE ISLAND REVIEW, vol. 2 no. 1***

Beating Windward Press

November 21, 2016

Managing editor for a journal of a collection of poetry and artwork from high school students throughout the U.S. and edited entirely by a high school editorial staff.

ORANGE ISLAND REVIEW, vol. 1 no. 2

Beating Windward Press

November 18, 2015

Managing editor for a journal of a collection of poetry and artwork from high school students throughout the U.S. and edited entirely by a high school editorial staff.

VISIONS ON ALLIGATOR ALLEY

Lominy Books

August 29, 2015

Published an ekphrastic story in verse inspired by the 2015 Girls' Club Fort Lauderdale gallery exhibit "The Moment. The Backdrop. The Persona." Poems inspired by artwork from the exhibit depict a story through verse as well as by visual landscape by tracing the journey of a Florida woman who struggles with the overwhelmingly masculine world she lives in, and with feelings of desire, longing, and deep mourning.

ORANGE ISLAND REVIEW, vol. 1 no. 1

Beating Windward Press

April 22, 2015

Managing editor for a journal of a collection of poetry and artwork from high school students throughout the U.S. and edited entirely by a high school editorial staff.

GULF STREAM LITERARY MAGAZINE

Book review accepted for publication

Finance and Marketing Director October 2006 –
December 2006

Financial analysis
Event coordinating
Budgeting
Press releases
Read submissions

Business Editor

April 2006 – October 2006

Event coordinating
Liaison for reading events
Solicited bids for contractors
Pres releases
Read submissions

Fall 2006

Associate Editor

January 2006 – April 2006

Read submissions

POETRY

PACKINGTOWN REVIEW: A JOURNAL OF LITERATURE AND THE ARTS

“What Do You Want From Me?”

April 2025

WILD ROOF JOURNAL: Issues #27

“Within”

September 1, 2024

CREE-KU

Wrote a haiku a day about the city of Coconut Creek throughout the month of July published on social media. #Creeku2024

August 1-31, 2024

CREE-KU

Wrote a haiku a day about the city of Coconut Creek throughout the month of July published on social media. #Creeku2024

July 1-31, 2024

CREE-KU

Wrote a haiku a day about the city of Coconut Creek throughout the month of June published on social media. #Creeku2024

June 1-30, 2024

PURPLE INK PRESS

“Half February: Classroom 1216, 9th Grade Language Arts”

June 1, 2024

THE CLOSED EYE OPEN: Issue XI

“Magellanic”

April 1, 2024

CREE-KU

Wrote a haiku a day about the city of Coconut Creek throughout the month of March published on social media. #Creeku2023

March 1-31, 2024

THE SAD GIRL DIARIES

“Check, Mate”

March 17, 2024

THE DEWDROP

“Flame and Draft”

March 10, 2024

CREE-KU

Wrote a haiku a day about the city of Coconut Creek throughout the month of February published on social media. #Creeku2023

February 1-29, 2024

CREE-KU

Wrote a haiku a day about the city of Coconut Creek throughout the month of January published on social media. #Creeku2023

January 1-31, 2024

CREE-KU

Wrote a haiku a day about the city of Coconut Creek throughout the month of August published on social media. #Creeku2023

August 1-31, 2023

CHAMELEON CHIMERA: AN ANTHOLOGY OF FLORIDA POETS

“Half February: Classroom 1216, 9th Grade Language Arts”

July 15, 2023

CITY OF COCONUT CREEK'S POET LAUREATE PAGE

July 2023

McDermott 7 of 13

Coconut Creek, Florida Quarterly poem entitled ““Within” written about the City of Coconut Creek, Florida

CREE-KU

April 1-30, 2023

Wrote a haiku a day about the city of Coconut Creek throughout the month of April published on social media. #Creeku2023

CITY OF COCONUT CREEK'S POET LAUREATE PAGE

March 2023

Coconut Creek, Florida Quarterly poem entitled ““The Season's First Golden Trumpet” written about the City of Coconut Creek, Florida

CREE-KU

January 1-31, 2023

Wrote a haiku a day about the city of Coconut Creek throughout the month of January published on social media. #Creeku2023

CITY OF COCONUT CREEK'S POET LAUREATE PAGE

January 2023

Quarterly poem entitled “Butterfly Poem” written about the City of Coconut Creek, Florida

CREE-KU

December 1-31, 2022

Wrote a haiku a day about the city of Coconut Creek throughout the month of December published on social media. #Creeku2022

CITY OF COCONUT CREEK'S POET LAUREATE PAGE

November 2023

Poem entitled “Our Baggage: a Creekside Collaborative Poem” written in collaboration with military veterans who live in the City of Coconut Creek, Florida

CREE-KU

September 1-30, 2022

Wrote a haiku a day about the city of Coconut Creek throughout the month of September published on social media. #Creeku2022

SLIVER OF STONE

March 28, 2015

“Rebirth” and “Summer Solstice”

THE WHIMSICAL PROJECT

December 2, 2014

“Scenes from the Rearview Mirror”

POETS AND ARTISTS

August 1, 2013

“Mechanics,” “A Childhood Glossary of Auto Mechanics,” “Glossary of a First Love,” “Glossary of a Heartbreak,” and “Glossary of the Dating Bluebook”

SCREW IOWA!

March 7, 2010

“My First Car”

VIEW FROM VIRGINIA KEY

January 25, 2010

One poem accepted for publication

EIGHT CENT JOURNAL: A MODERN ANTHOLOGY OF MIAMI POETS

April 9, 2011

“Ampersand”

FIVE CENT JOURNAL: A MODERN ANTHOLOGY OF MIAMI POETS

November 8, 2009

“My First Car”

THREE CENT JOURNAL: A MODERN ANTHOLOGY OF MIAMI POETS

May 2, 2009

“There's a Miami in Ohio”

TWO CENT JOURNAL: A MODERN ANTHOLOGY OF MIAMI POETS

March 21, 2009

“Jesus on a Diet”

ONE CENT JOURNAL: A MODERN ANTHOLOGY OF MIAMI POETS

February 6, 2009

“Rolling Back the Odometer”

KEY WEST WRITER'S CONFERENCE ONLINE ANTHOLOGY

Fall 2006

Editor of an online anthology published in conjunction with Carnegie Mellon University Press and Florida International University. One poem accepted for publication.

MAKING WAVES

Three poems accepted for publication

Spring 2006

PRESENTATIONS / WORKSHOPS

THE NORTH REGIONAL BROWARD COUNTY LIBRARY

Coconut Creek, Florida

Featured poetry instructor of a four-part for National Poetry Month workshop entitled "Poetic Hand Cuff: The Kinky Side of Form."

Tarrazu Coffee Company: Participant Reading

April 26, 2025

Organized a poetry reading event sponsored by the North Regional Broward County Library and the City of Coconut Creek, Florida

Poetic Pile-On: Because Misery Loves Company

April 15, 2025

Workshop explored collaborative poetry techniques.

Must I Paint You a Picture?

April 8, 2025

The workshop examined the elements of ekphrastic poetry.

Haiku: Where Less is More, Even if it's Less

April 1, 2025

The workshop discussed the multilayered details that go into creating this Japanese classical poem.

BROWARD COUNTY CULTURAL DIVISION

Coconut Creek, Florida

Summer 2024

Recipient of an Individual Artist Grant to offer "Poetry in the Parks: Nature of Place" as a three-part workshop series in various parks throughout the city of Coconut Creek highlighting their natural habitat as a mean source to write poetry about.

CITY OF COCONUT CREEK

Coconut Creek, Florida

May 27, 2024

Featured poet at the Memorial Day Ceremony sponsored by the City of Coconut Creek, Florida

THE NORTH REGIONAL BROWARD COUNTY LIBRARY

Coconut Creek, Florida

Featured poetry instructor of a four-part for National Poetry Month workshop entitled "Writing to Connect us with the Emotions: Poetry of Pathos."

World of Brigadeiro: Participant Reading

April 24, 2024

Organized a poetry reading event sponsored by the North Regional Broward County Library and the City of Coconut Creek, Florida

Lettering the Love Letter

April 15, 2024

Explored strategies for crafting passionate and precise poems of the various definitions of love.

Embracing Grief with Gratitude

April 10, 2024

The workshop explored how grief is a moving and illuminating source for poetry.

Composing from Compassion

April 1, 2024

Workshop that examined how poets make sense of the world, express their deepest emotions, create healthy coping strategies for deep personal needs or articulate an overwhelming sense of joy.

THE CORAL SPRINGS COCONUT CREEK REGION CHAMBER

Spring 2024

Guest lecturer for the Chamber of Commerce Biz Academy. Taught a four-part series entitled "AI and the New Business Reality for Coral Springs and Coconut Creek."

MY FAVORITE POEMS CROSS-COUNTY MATCH UP

Aventura, Florida

October 21, 2023

Organized a reading as part of a twenty-person panel "favorite poems" reading in collaboration with the Office of Poet in the Miami-Dade County office of Mayor Daniela Levine Cava in collaboration with President Obama's Inaugural Poet, Richard Blanco.

THE SUPPLIER DIVERSITY EXCHANGE

Statewide Event, Florida

August 30, 2023

Featured guest poet at the annual partnership conference between Broward College Office of Supplier Relations & Diversity and The Florida Department of Management Services Office of Supplier Diversity.

CITY OF COCONUT CREEK

Coconut Creek, Florida

June 16, 2023

Organized featured student-poets at the "Juneteenth" event sponsored by the City of Coconut Creek, Florida.

CITY OF COCONUT CREEK	Coconut Creek, Florida	May 29, 2023
Featured poet at the Memorial Day Ceremony sponsored by the City of Coconut Creek, Florida		
LYONS CREEK MIDDLE SCHOOL	Coconut Creek, Florida	May 24, 2023
Featured poet in Mr. Oliver Gutierrez' 8 th Grade Social Studies class teaching the students how to write poems for Juneteenth.		
WORLD OF BIGADERIO	Coconut Creek, Florida	April 26, 2023
Organized a poetry reading event sponsored by the North Regional Broward County Library and the City of Coconut Creek, Florida.		
THE NORTH REGIONAL BROWARD COUNTY LIBRARY	Coconut Creek, Florida	
Featured poetry instructor of a four-part for National Poetry Month workshop entitled "Writing Poetry Portraits of Our Lives."		
<i>Write What You Know</i>		April 3, 2023
Workshop that examined how poets make sense of the world, express their deepest emotions, create healthy coping strategies for deep personal needs or articulate an overwhelming sense of joy.		
Poems about Family and Its Utterly Unique Bonds		April 5, 2023
The workshop explored how families are the complicated as the individuals that make them up.		
Poems of Place		April 10, 2023
Explored writings poems about various places that map our lives.		
Poems that Bear Witness		April 12, 2023
Explored how poetry archives historic experiences and develop writing strategies to clarify our own truths about history.		
BROWARD COLLEGE	Pembroke Pines, Florida	March 16, 2023
Featured poet alongside Ashley M. Jones, Poet Laureate of Alabama, as part of the 2023 AHCD SpringFest event is titled, "An Evening with America's Poet Laureates: A Virtual Panel."		
THE SENIOR CENTER	Coconut Creek, Florida	January 19, 2023
Featured poetry lecturer on the art of poetry entitles "What in Your Poem?" sponsored by the City of Coconut Creek, Florida		
CITY OF COCONUT CREEK	Coconut Creek, Florida	December 9, 2022
Featured poet at the "Jazz Under the Stars" event sponsored by the City of Coconut Creek, Florida		
CITY OF COCONUT CREEK	Coconut Creek, Florida	November 11, 2022
Featured poet at the Veterans Day Ceremony sponsored by the City of Coconut Creek, Florida		
CITY OF COCONUT CREEK	Coconut Creek, Florida	August 25, 2022
Poetry reading and appointment as First Poet Laureate of the City of Coconut Creek, Florida, first of any municipality in Broward County, Florida		
CITY OF COCONUT CREEK	Coconut Creek, Florida	May 30, 2022
Featured poet at the Memorial Day Ceremony sponsored by the City of Coconut Creek, Florida		
NOVA SOUTHEASTERN UNIVERISTY	Davie, Florida	November 14, 2019
Featured poet at the event "The Humane Experience – Poet and Art in Healthcare," sponsored by Martin and Gail Press Health Professions Division Library at NSU		
SWIRL WINE BISTRO	Coconut Creek, Florida	October 27, 2019
Featured poet at the event "Sunday Salon South Florida," a reading sponsored by Orange Island Arts Foundation		
ASSOCIATION OF FLORIDA COLLEGES	Palm Harbor, Florida	November 1-3, 2017
Lead an Educational Concurrent Session entitled "Seeing the Forest for the Trees: Using the Charrette Design Process to Create and Integrate Contextualized Gen Ed Learning Activities with Career-themed Material" at the 68th AFC Annual Meeting and Conference. Discussed the charrette design process – a collaborative exercise – how contextualized activities help students see the relevance in content they may not find inherently interesting, and shared information collected from its use.		

GIRLS' CLUB Read poetry at part of the event "Flip Out," an exhibit of sketchbooks by local artists and the release of the catalog <i>Self-Proliferation</i> "	Fort Lauderdale, Florida	June 25, 2016
THE GALERY AT THE AVALON Featured poet at the event "There will be Words #46"	Orlando, Florida	June 14, 2016
LUNA STAR CAFE Featured poet at the event "Return of the Native Son"	North Miami, Florida	June 2, 2016
BLACK DOG ON THE SQUARE Featured poet at the event "Literary Night"	Tallahassee, Florida	May 26, 2016
INKWOOD BOOKS Featured poet at the monthly reading series	Tampa, Florida	May 10, 2016
MIAMI BOOK FAIR INTERNATIONAL Read poetry as part of a panel event	Miami, Florida	November 22, 2015
GIRLS' CLUB Read newly released book of poems at launch party celebration	Fort Lauderdale, Florida	September 26, 2015
BOOKS AND BOOKS Guest poet for the Writer's on the Bay Reading Series	Coral Gables, Florida	September 13, 2015
GIRLS' CLUB <i>The Moment: Decoding Instances</i> Led workshop that examined characters and the relationships they build from the perspective of one episode in life.	Fort Lauderdale, Florida	March 19 and 28, 2015
<i>The Backdrop: The Language of Landscape</i> Led workshop that examined how the description of scene and place can reveal so much about characters and the relationships they build by discussing poems which use the page as its canvas.		April 16 and 25, 2015
<i>The Persona: The Fitting Room</i> Led workshop that examined the persona poem from the point of view of a speaker—the voice that sings or cries or whispers in the reader's ear – as a means to find closure in a situation or to understand human nature		May 21 and 30, 2015
MIAMI BOOK FAIR INTERNATIONAL Read poetry as part of a paneled event	Miami, Florida	November 22, 2014
MIAMI BOOK FAIR INTERNATIONAL Read poetry as part of a paneled event	Miami, Florida	November 23, 2013
PALM SPRINGS NORTH ELEMENTARY SCHOOL Honored guest speaker at the Author's Tea	Palm Springs North, Florida	October 24, 2013
MIAMI BOOK FAIR INTERNATIONAL Read poetry as part of a paneled event	Miami, Florida	November 24, 2012
MIAMI BOOK FAIR INTERNATIONAL Read poetry as part of a paneled event	Miami, Florida	November 19, 2011
MIAMI BOOK FAIR INTERNATIONAL Read poetry as part of a paneled event	Miami, Florida	November 20, 2010
MIAMI BOOK FAIR INTERNATIONAL Member of a Miami Poetry Collective's paneled poetry reading entitle "Eventually We Noticed the Smoke: A Poeme-Fleuve"	Miami, Florida	November 15, 2009
HIALEAH GARDENS ELEMENTARY SCHOOL Honored guest speaker at the Author's Tea	Hialeah Gardens, Florida	March 20, 2009

DADA RESTAURANT Guest judge of a slam poetry contest for the National Poetry Slam (NPS) district finals	Delray Beach, Florida	April 28, 2008
BROWARD COLLEGE, SOUTH CAMPUS Guest poetry instructor for Barbra Nightingale's undergraduate literature class	Pembroke Pines, Florida	April 21, 2008
BOOKS AND BOOKS Guest poet for the Writer's on the Bay Reading Series	Coral Gables, Florida	September 23, 2007
NOVA SOUTHEASTERN UNIVERSITY Guest workshop leader of "Award Winning Poets" for the Life Long Learning Institute	Miami, Florida	December 7, 2006
FIU'S WOMEN'S STUDIES CONFERENCE Organized a discussion panel to read at Florida International University. Presented a research project entitled, "A Creative Partnership: The Consciousness of Plath and Hughes."	Miami, Florida	March 28, 2006
PALM SPRINGS NORTH ELEMENTARY SCHOOL Honored guest speaker at the Author's Tea	Palm Springs North, Florida	October 6, 2005
NOVA SOUTHEASTERN UNIVERSITY Honored guest reader of poetry in conjunction with the Hannah Kahn Poetry Foundation	Davie, Florida	September 16, 2005
FLORIDA INTERNATIONAL UNIVERSITY Guest judge of a slam poetry contest for Denise Duhamel's undergraduate poetry class	Miami, Florida	November 29, 2005
FLORIDA INTERNATIONAL UNIVERSITY Guest poetry instructor for Scott Kass' undergraduate Introduction to Creative Writing class	Miami, Florida	November 3, 2005
FIU'S WOMEN'S STUDIES CONFERENCE Guest poet	Miami, Florida	March 29, 2005

INTERSHIP EXPERIENCE

WEDDINGS BY ELAINE <i>Wedding Coordinator Intern</i>	Tallahassee, Florida	January 2002 – June 2004
<ul style="list-style-type: none"> Assisted in wedding planning preparations and during the matrimonial rehearsal and ceremony Scheduled and confirm event reservations Assisted in the 2002 annual meeting of the Florida Funeral Directors Association 		
FLORIDA MEDICAL ASSOCIATION <i>Meeting Planner Intern</i>	Tallahassee, Florida	August 2001 – December 2001
<ul style="list-style-type: none"> Assisted department chairman in planning several association meetings Scheduled and confirmed event reservations Designed spreadsheets and sent mailers via mail merge Traveled onsite to a monthly association meeting 		

HONORS AND AWARDS

- 2024 Broward County Cultural Division Individual Artists Grant Recipient
- Möbius Love Song*, a chapbook manuscript, was picked as a semifinalist in an intensely competitive 2023 Button Poetry Chapbook Contest
- 2022 Distinguished Professor for the Association of Florida Colleges
- 2022 Finalist for the Association of Florida College's Professor of the Year Award
- August 25, 2022, appointed First Poet Laureate of the City of Coconut Creek, Florida
- 2022 Robert Elmore Family Endowed Teaching Chair Award Recipient of Broward College
- Nominated as an Endowed Teaching Chair Award Recipient of Broward College in 2022, 2021, 2019, 2014, 2012, and 2009
- ACUE: Inspiring Inquiry & Lifelong Learners in Your Online Course microcredential December 2021
- ACUE: Promoting Active Online Learning microcredential April 2021
- ACUE: Creating an Inclusive and Supportive Online Learning Environment microcredential December 2020
- 2019 Sabbatical Recipient of Broward College

- Nominated as the 2016 Professor of the Year
- SPD Project Proposal Grant Recipient Summer 2015
- 2014 Wells Fargo Endowed Teaching Chair Award Recipient of Broward College
- Portion of the poem “Scenes from the Rearview Mirror” earned Third Honorable Mention in the 2013 Poetry Society of Virginia’s Adult Contest renamed as “Visions on Alligator Alley”
- Awards earned as the advisor of the Alpha Delta Rho Chapter of Phi Theta Kappa
 - Broward College Student Life Awards for the Phi Theta Kappa chapter, Alpha Delta Rho
 - Advisor of the Year
 - Organization of the Year
 - Event of the Year: Student Veterans Week
 - Regional Awards for the Phi Theta Kappa chapter, Alpha Delta Rho
 - Five-Star chapter status for 2012
 - First place in the Florida region for its "Honors in Action Project"
 - Fourth place in the Florida region as a "Most Distinguished Chapter"
 - Awarded one scholarship to send a member to the Phi Theta Kappa 2012 Honors Institute in Denver, Colorado June 2012
 - International Awards for the Phi Theta Kappa chapter, Alpha Delta Rho
 - Five-Star chapter status for 2012
 - Named in the top 100 of several thousand chapters within the organization
 - Awarded with 50 other chapters as having a “Most Distinguished chapter”
 - Named with 28 other chapters for conducting the “Most Distinguished Honors in Action Project”
 - Awarded five separate Pinnacle Awards for increasing member enrollment 151% from previous years
 - Awarded the Paragon Advisor award out of 1500+ chapter advisors within the Phi Theta Kappa organization
- 2008 Conference on College Composition and Communication Professional Equity Project Grant Recipient
- Florida International University Graduate Assistantship Recipient
- Bright Future’s Merit Scholarship Recipient
- Dean’s List – Florida International University
- Dean’s List – Florida State University

AFFILIATIONS

- Association of Florida Colleges (AFC)
- Association for the Study of Higher Education (ASHE)
- The Association of Writers and Writing Programs (AWP)
- Council for the study of Community Colleges (CSCC)
- Delta Epsilon Iota – Academic Honor Society
- Graduate English Association – Florida International University
- Leadership Broward
- Lambda Iota Tau – International Honor Society for Students of Literature
- Miami Poetry Collective
- The National Society of Leadership and Success (NSLS)
- Phi Theta Kappa International Honor Society (PTK)
- Phi Sigma Theta – National Honor Society
- Quality Enhancement Plan Scholar
- Society of Poetic Elements – Florida State University
- Women’s Club of Coconut Creek – Coconut Creek, Florida
- United Faculty of Florida (UFF)

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Leandra McGregor
Address:	4449 Carambola Cir. S. Coconut Creek 33066
District:	B
Phone Number:	9543760385
Email Address:	leandra.mcgregor7@gmail.com
Applied Date:	3/7/2025 9:22:11 AM
Boards Selected:	Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 9 years and 5 months	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City's Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	N
Planning and Zoning	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

Leandra McGregor

Coconut Creek, FL | leandra.mcgregor7@gmail.com | 954-376-0385 |
[linkedin.com/in/leandramcgregor](https://www.linkedin.com/in/leandramcgregor) | www.leandramcgregor.com

PROFESSIONAL SUMMARY

Results-driven front-end email developer with 10+ years of experience in B2C and B2B SaaS marketing, email campaign development, and lead generation. Proven ability to create high-performing digital assets that drive engagement and revenue growth. Skilled in tools like Drupal, Oracle Eloqua, and Salesforce Marketing Cloud, with expertise in ADA compliance and cross-functional collaboration.

PROFESSIONAL EXPERIENCE

UKG, Weston, FL & Lowell, MA

Web Producer II

August 2020 – Present

- Collaborate cross-functionally with the creation of product demo form pages and email campaigns across the US, Canada, Latin America, and France, driving over \$3M ARR in 2024.
- Oversee the creation of lead-generating event registration pages using Drupal Layout Builder, ensuring optimal user experience and conversion.
- Spearhead the development of responsive B2B email campaigns targeting global audiences, expanding SaaS product reach and engagement.
- Manage and optimize product demo video content on YouTube and Vimeo, enhancing audience interaction and brand visibility.

Ultimate Software (Now UKG), Weston, FL

Lead Email Developer

April 2019 – August 2020

- Led the development of fully responsive B2B emails within the Oracle Eloqua platform, producing high-quality leads for the demand generation team.
- Collaborated with marketing, design, and development teams to execute high-engagement campaigns featured in HR.com, HR Dive, and more.
- Initiated and executed A/B testing strategies, optimizing email performance through data-driven insights.

- Championed ADA compliance for all email campaigns, ensuring accessibility for all audiences.

Newell Brands, Boca Raton, FL

Email Developer

August 2018 – April 2019

- Designed responsive email campaigns using Listrak and Salesforce Marketing Cloud.
- Built customer journeys in Journey Builder, enhancing personalized communication.
- Collaborated cross-functionally using tools like InVisionApp, JIRA, and Confluence.

Bluegreen Vacations Corporation, Boca Raton, FL

Digital Production Artist

February 2015 – August 2018

- Created responsive HTML emails and marketing materials using Adobe Creative Suite.
 - Developed and maintained landing pages with Sitecore and WordPress.
-

EDUCATION

Florida State University, Tallahassee, FL

Bachelor of Science in Information Communication and Technology | 2009 – 2013

TECHNICAL SKILLS

- **Email Marketing Tools:** Oracle Eloqua, Salesforce Marketing Cloud, Listrak, Constant Contact
 - **Web Development:** Drupal, SASS/LESS, Bootstrap, HTML5, CSS3, JavaScript, jQuery
 - **Design & Media:** Adobe Creative Suite, Figma, Audio/Video Editing
 - **Email Marketing Tools:** Oracle Eloqua, Salesforce Marketing Cloud, Listrak
 - **Compliance:** CAN-SPAM, CASL, GDPR
 - **Project Management:** JIRA, Confluence, Workfront
-

VOLUNTEER EXPERIENCE

- Organized a 3-day Cybersecurity and AI Workshop for middle school students.
- Mentored an FIU student during a 3-week “sprintership,” resulting in a working app prototype.

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Sean McMellion
Address:	5151 MEADOW OAKS DR Coconut Creek 33073
District:	C
Phone Number:	3052153840
Email Address:	sean.mcmellion@gmail.com
Applied Date:	2/20/2025 7:26:03 PM
Boards Selected:	Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 3 years	
All	Are you at 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?	N
	How long have you been a business owner in Coconut Creek? (Years and/or months): NA	
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City` s Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
	Will you be away from the City for extended periods of time: NA	
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

Sean McMellion, PMP, OSP

Pompano Beach, FL | 305-215-3840 | sean.mcmellion@gmail.com | [LinkedIn](#)

SUMMARY

Experienced Project Manager with 15+ years in driving strategic, large-scale network projects, focusing on cost savings, network reliability, and accelerated market deployment. Skilled at coordinating efforts across cross-functional teams, enhancing vendor partnerships, and streamlining processes to ensure on-time, budget-compliant project delivery that meets customer needs. Adept at fostering strong relationships with stakeholders and acting as a primary point of contact to ensure alignment with organizational goals.

PROFESSIONAL EXPERIENCE**Field Operations / Acting Operations Manager**

Crown Castle, Fort Lauderdale, FL | August 2012 – Present

- Lead the execution of strategic OSP (Outside Plant) projects, coordinating with engineering, construction, and operations teams to align project goals with company objectives. Successfully manage budgets, timelines, and resources to deliver high-quality network deployments.
- Identify and implement cost-saving initiatives across projects, achieving significant operational savings while enhancing network reliability. This focus on efficiency has enabled improved uptime and customer experience, contributing to a boost in customer satisfaction ratings.
- Strengthen relationships with network vendors and deployment partners, fostering collaboration that has streamlined project timelines and improved scalability. My approach to vendor management has reduced project delays and enhanced our speed to market, meeting increased demand in high-growth areas.
- Oversee the day-to-day operational and technical aspects of large-scale network deployment projects, ensuring alignment with Crown Castle's standards. Review planning estimates to confirm that cost-effective practices are applied consistently across all projects.

- Produce business cases with supporting documentation for presentation to senior management and investment committees. This includes thorough analysis of deployment costs, anticipated ROI, and alignment with strategic objectives.
- Work closely with Engineering and Construction leadership to ensure that planning estimates and designs meet Crown Castle's deployment standards, accurate costing, and are backed by technical documentation. My collaboration has been key to refining design processes and ensuring quality control.
- Identify and implement process improvements that streamline FTTP (Fiber to the Premises) delivery solutions. By introducing optimized workflows and enhanced tracking systems, I have reduced project cycle times and improved overall efficiency.
- Serve as the primary point of contact for both internal and external stakeholders, addressing their needs and providing expertise on project progress. I've established strong, trust-based relationships with stakeholders, ensuring consistent alignment and collaboration.

EDUCATION

Bachelor of Science in Information Technology

University of West Indies, Kingston, Jamaica

CERTIFICATIONS

- PMP (Project Management Professional)
 - CCNA Network Security, MCSA, Net+ | Omni-Tech Institute, Atlanta, GA (2010)
 - Microsoft Server 2003 MCP, A+ Certification | Omni-Tech Institute, Atlanta, GA (2001)
 - WNG Services Project Management, Atlanta, GA (2015)
-

SKILLS

- Strategic Project Management
- Network Reliability & Cost Savings

- Vendor & Stakeholder Management
- Accelerated Market Deployment
- Business Case Development
- FTTC, FTTB, Delivery Solutions
- Operational & Technical Oversight
- Process Improvement & Efficiency

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Stacey Miller
Address:	4440 NW 42 TER Coconut Creek 33073
District:	C
Phone Number:	9542953312
Email Address:	smiller@landmarkservicesllc.com
Applied Date:	2/28/2025 5:23:53 PM
Boards Selected:	Civil Service Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 26 years	
All	Are you at 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?	Y
	How long have you been a business owner in Coconut Creek? (Years and/or months): 20 years	
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	Y
	Served Prior: Becky Tooley 2021	
All	Have you graduated from the City`s Citizen Academy?	N
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation`s special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y
Civil Service Parks and Recreation	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

Advisory	
Planning and Zoning	

Stacey M. Miller

7401 Wiles Road, Suite 331 | Coral Springs, Florida 33073
Cell 954-295-3312 smiller@landmarkservicesllc.com [LinkedIn](#)

Leadership Summary

Business owner / entrepreneur with 20 years' executive directorship, business association management, virtual office management, and corporate meeting/event planning and facilitation.

Summary of Qualifications

- Owner / entrepreneur
- Team Leader
- Time management / multi-task orientated
- Proficient in MS Office applications
- Proficient in Social Media marketing
- Comprehensive Event Coordination

Professional Experience

LANDMARK BUSINESS SERVICES, CORAL SPRINGS, FL

President, August 2006 – Present

- Launched a successful business and trade association management company
- Manage a team of consultants to provide daily services to multiple associations
- Coordination and management of:
 - o Events: golf tournaments, galas, conferences, webinars, strategic planning retreats
 - All event logistics
 - Contract negotiations
 - Onsite facilitation
 - o Tradeshow
 - o Financial management of operating accounts
 - o Marketing of meetings and special events
 - Social media promotions
 - Flyers
 - Analysis of promotion/marketing strategies
 - E-Campaign creation (Constant Contact, MailChimp)
 - Website updates for blogs, calendar, event pages (WordPress)
 - o Programming development
 - o Membership Recruitment & Retention
 - o Sponsorships and advertising sales
 - o Business development and promotion via leads and referrals
 - o Professional liaison for local and national affiliates
 - o Facilitate remote/virtual meetings via Zoom and MS Teams
 - o Develop and maintain strong relationships with community resources
 - o Blog writer

Education

MOLLOY COLLEGE, ROCKVILLE CENTRE, NY

Bachelor of Science in Psychology / Education, May 1994

Awards & Affiliations

- 2024 Recipient – Rebuild Broward Black Dresses & Blueprints – Women in Construction
- 2016 Recipient – 1 of 100 Outstanding Women in Broward County (Boys & Girls Club Broward County)
- Board Member – Cameras For Kids Foundation
- Board Member – Construction Recruiters Network
- Member – Circle of Wise Women, Junior Achievement of South Florida

References and Portfolio Available Upon Request

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Benjamin Nazario Vega
Address:	2505 ANTIGUA TER F1 Coconut Creek 33066
District:	B
Phone Number:	9545323156
Alt Phone Number:	9545921856
Email Address:	benazario@gmail.com
Applied Date:	3/22/2025 12:28:51 AM
Boards Selected:	Civil Service Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 18 yrs.	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	Y
	Currently Serving: Parks and Recreation Advisory Jackie Railey	
All	Have you ever served on a City Board?	Y
	Served Prior: Belvedere, Railey 2022, 2024	
All	Have you graduated from the City's Citizen Academy?	Y
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation's special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y

Civil Service	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y
Parks and Recreation Advisory		
Planning and Zoning		

RESUME

BENJAMIN I. NAZARIO VEGA

2505 Antigua Terrace, F-1

Telephone Number: (954) 532-3156

Coconut Creek, FL 33066

Objective: As a retired engineer, I seek to serve my community where possible. Recent member of the Coconut Creek Parks & Recreation Advisory Board [2024-25]. Presently a member of American Legion Post 142, Pompano Beach, and a Volunteer with AARP Livable & Age Friendly Community Advocacy Team and my Church. Past member of Parks & Recreation Advisory Board.

Work Experience:

Benjamin I. Nazario, Registered Engineer — U. S. Virgin Islands

2003 - 2006

Self-employed performing Construction and Project Management, Construction Site Inspection and Surveys, and Engineering Surveys on contract basis in the V. I. as available.

Virgin Islands Housing Authority (VIHA), St. Croix, USVI

1995 - 2002

Director of Modernization

Responsible for the administration and management of the Department of Modernization, St. Croix district. Supervised two (2) Project Managers, four (4) Inspectors, and one (1) Secretary monitoring new construction, demolition, and renovation projects in public housing communities. Administered and monitored Hurricane damage repairs and reconstruction of a 400-unit public housing community by FEMA & U. S. Army Corps of Engineers. Coordinated the inspection and repairs for Hurricane Marilyn and other natural hazard mitigation for VIHA on St. Croix. Interacted with and initiated reports for the U. S. Department of Housing and Urban Development (HUD) on VIHA activities on St. Croix district; and initiated Community Development Block Grant (CDBG) applications for hazard mitigation and renovation projects. Monitored contractor compliance with abatement of hazardous materials, both lead-based paint (LBP) and asbestos abatement.

Government of the U. S. Virgin Islands

Department of Planning & Natural Resources

1990-1995

Director, Division of Environmental Protection

Responsible for the administration and management of the Division of Environmental Protection. The Division administered seven (7) federally funded environmental program grants totaling over \$1.5 million dollars, supervised administrative and technical staff of over twenty (20) employees, coordinated the Territory's response with the U. S. Environmental Protection Agency (USEPA), oversaw the issuance of environmental permits and the enforcement of the environmental statutes. Coordinated hazards response with the Virgin Islands Territorial Emergency Management Agency (VITEMA).

Department of Conservation & Cultural Affairs

1984-1990

Director, Division of Coastal Zone Management

Responsible for the administration and management of the U. S. Virgin Islands Coastal Zone Management program. The Division reviews all applications for subdivisions, earth change permits, and development in the Territory's Tier I Zone (coastal waters), issues' permits, and leases for the use and occupancy of the trust lands and other submerged filled lands.

RESUME

Benjamin I. Nazario Vega

Page 2

Worldwide Protein VI Inc. St. Croix, VI

1982-1984

Project Engineer

Responsible charge for the revamp of a mariculture and Ocean Thermal Current (OTC) technology facility on St. Croix, and the construction of a mariculture facility for shrimp and fish on the island of Long Island, Bahamas for the Worldwide. Protein Bahamas Ltd.

Hess Oil Virgin Islands Corp. (HOVIC), St. Croix

1969 -1982

Construction Project Superintendent

Responsible for civil construction performed at the refinery by a 200-man contractual labor force under the company's supervision and several contract projects. Project Engineer on \$23 million, 52 acre, St. Croix "Limetree Bay Container Port" project from design phase through construction until project was turned over to the USVI Government.

Senior Project Engineer

Responsible for the layout of all construction projects, contractual construction of piping and supporting structures, building foundations, soil exploration, earthwork, marine and docking facilities, pile structures and cofferdams, roads, and property surveys.

Government of the U. S. Virgin Islands

Department of Public Works, St. Croix

1967 -1969

Public Works Project Supervisor

Resident inspector at a 316-house units Residential Housing Project constructed for the V. I. Urban Renewal and Development Agency.

Education:

Graduated from the New York City Community College, Brooklyn, New York with an Associate Degree in Applied Science, Major in Mechanical Technology. Attended Hunter College in New York City and the University of the Virgin Islands, St. Croix Campus.

Military Service:

1954 -1967

Served thirteen (13) years in the New York Air National Guard {NYANG}, a reserve component of the U. S. Air Force. Participated in active duty airlifting cargo flights to Vietnam and other military destinations with the U. S. Air Force as a Panel Flight Engineer on C-97G aircraft. Attained the rank of Master Sergeant (E-7) and received an Honorable Discharge.

Professional License:

Registered Engineer License No. 212E, U. S. Virgin Islands

Planning and Zoning


APPLICANT INFORMATION


Applicant Name:	Jeremy Perkins
Address:	911 LYONS RD 2208 Coconut Creek 33063
District:	A
Phone Number:	9546436310
Email Address:	mrjperk@gmail.com
Applied Date:	3/19/2025 1:04:43 PM
Boards Selected:	Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 10	
All	Are you at 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?	N
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	N
All	Have you ever served on a City Board?	N
All	Have you graduated from the City's Citizen Academy?	Y
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation's special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	N
Planning and Zoning Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y

Jeremy Perkins

Looking to build a rewarding career in Human Resources within a progressive organization that allows for professional development growth from within.

 Coconut Creek, FL

 (954) 643-6310

 mrjperk@gmail.com

PROFESSIONAL EXPERIENCE

Royal Bengal Logistics Coral Springs, FL — *Director of Human Resources*

Oct 2021 - Present

- Hiring and direct management of Human Resources Team both in office and remote within organization
- Implemented transition of company employee file document storage to digital database for file management
- Work with senior leadership to ensure that compliance and safety standards are met and tracked
- Provided ongoing driver and staff support throughout employment cycle
- Payroll and Benefits Administration
- Increased company driver census by over 40% YTD
- Collaborate with internal company departments to create company employee handbook, training documents

2u Inc Boca Raton, FL — *Admissions Advisor*

Nov 2019 - July 2021

- Student recruiting and interview for program admissions
- Conducted conversational initial and follow-up interviews for prospective students from various lead channels and diverse backgrounds for enrollment
- Built working relationships with other departments to successfully resolve student concerns
- Provided ongoing student support throughout life cycle in an advisory capacity to address academic concerns
- Update and review reports to track student progression through admissions channel
- Review and maintain current information on students in Salesforce

SKILLS

Customer Service

Conflict Resolution

Retail Management

Interview Conducting

Salesforce

Workday

Quality Assurance

Negotiations

MS Word / Excel

ADP Payroll

Benefits Administration

Scheduling & Training

Relationship Building

EDUCATION

Purdue University Global
Ft. Lauderdale, FL

JAN 2020

Bachelor of Applied Science
Business Administration,
Human Resources

Purdue University Global
Ft. Lauderdale, FL

NOV 2012

Associate of Applied Science
Business Administration

Volunteer

Albert Gibbs Leadership
Academy Ft. Lauderdale, FL

City of Coconut Creek Youth
Athletics Volunteer Coach

Purdue University Global Ft. Lauderdale, FL — *Student Success Coordinator*

SEPT 2010 - FEB 2014; AUG 2014 - JULY 2019

- Student recruiting within admissions for enrollment
- Conducted interviews and evaluations of prospective candidates from various lead groups
- Assist in coaching new team members on deliverables and expectations of the team
- Function as Team Lead to handle complex student concerns as management liaison
- Assisted supervisors with escalation calls and conflict resolution
- Participant in Emerging Leader Program
- Collaborate to maintain working relationships within corporate office to successfully resolve student escalation complaints
- Organized results of reporting data from new process initiation to present to department and upper management
- Review and maintain current information on students in Salesforce
- Development of outgoing communications to current and potential student prospects
- Processed registration and collection of enrollment documents for new and continuing students
- Supported students in an advisory capacity to address academic concerns

American Express Plantation, FL — *Customer Care Professional*

JAN 2009 - JAN 2010

- Inbound/Outbound office aiding current brand account holders
- Collections efforts for customer accounts current to 59 days delinquent
- Direct negotiation of payment plans/re-payment options with customers to reinstate account use
- Developed strategies to mitigate losses to accounts on team

Bank of America Ft. Lauderdale, FL — *Account Manager*

NOV 2006 - JAN 2009

- Inbound/Outbound office aiding brand account holders
- Collections on consumer accounts 90 days delinquent held by customers
- Direct negotiation of payment plans/re-payment options and terms with customers for balance resolution

The Finishline

Coral Springs, FL — *Stockroom Supervisor/Assistant Manager*

JUL 2003 - SEPT 2006

- Conducted interviews of potential new hires, submit timesheets and payroll to home office, maintain and update employee files along life cycle
- Process onboarding paperwork for employees to home office
- Oversee hiring, and training of new associates in company operating procedures and company policies
- Provide coaching for new associates to meet sales goals and expectations
- Provided direct assistance by providing sales support, customer service, and handling of cash on site

Planning and Zoning

APPLICANT INFORMATION

Applicant Name:	Nikki-Ann Thomson
Address:	4383 NW 42 CT Coconut Creek 33073
District:	C
Phone Number:	9548543054
Email Address:	nikkiannthomson@gmail.com
Applied Date:	2/24/2025 10:47:46 AM
Boards Selected:	Civil Service Parks and Recreation Advisory Planning and Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
	How long have you been a full-time resident of Coconut Creek? (Years and/or months): 18	
All	Are you at 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?	N
	How long have you been a business owner in Coconut Creek? (Years and/or months): 0	
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City of Coconut Creek?	N
All	Are you a member of a current City Board?	Y
	Currently Serving: Sandra Welch	
All	Have you ever served on a City Board?	Y
	Served Prior: Civil Service 2023	
All	Have you graduated from the City's Citizen Academy?	Y
All	Will you be away from the City for extended periods of time?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation's special events, volunteer activities, or fitness membership? (Parks and Recreation Advisory Board)	N
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity? (Parks and Recreation Advisory Board)	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?	Y
Planning and Zoning	I acknowledge that appointment to the Planning and Zoning Advisory Board requires the electronic filing of a Form 1 - Statement of Financial Interest document. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. All elected state and local public officers are required to file a financial disclosure form and many appointed board members also must file. [See Sections 112.3144 and 112.3145, Florida Statutes] (Planning and Zoning Advisory Board)	Y
Planning and Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning? (Planning and Zoning Advisory Board)	Y

Civil Service	Do you demonstrate or possess a strong and sincere commitment, or possess an outstanding reputation, for civic activity and interest, integrity, and responsibility? (Civil Service Board, Parks and Recreation Advisory Board, Planning and Zoning Advisory Board)	Y
Parks and Recreation Advisory		
Planning and Zoning		

Nikki-Ann Thomson

nikkiannthomson@gmail.com

954-854-3054

Professional Summary

Accomplished Professional bringing proven expertise in Claims, Risk, Compliance and Construction Management. Excellent interpersonal and team leadership abilities. Significant experience with Property and Casualty insurance, ranging from Underwriting to Claims.

Experience

All Lines Independent Insurance Adjuster

May 2019 - Current

All Lines Adjuster LLC

Coconut Creek, FL

- Worked as an independent contractor in handling a wide array of assignments including doing residential and commercial property re-inspections with public adjusters, field adjusters, contractors, plumbers, electricians, engineers, mitigation teams, etc.
- Ascertaining cause of loss and delineating damages in order to make equitable compensation for damages attributable to the reported claim.
- Conducted underwriting review of the application, underwriting file, declarations page, policy, mitigation credits, and other public records to determine activity at property.
- Reviewed claims previously investigated by insurance adjusters to add new level of review and make final determination about payment authorizations.
- Effectively resolved complex claims with severe exposure levels by using exceptional file handling abilities.
- Effective and experienced manager with proven ability to lead, motivate, empower, guide and organize diverse staff to provide innovative, effective and efficient coordination of processes and implementing such.
- Employed meditation techniques to improve the level of communication between disputants and increase their understanding of each other's issues.
- Applied the relevant laws, regulations and policies, combined with related precedents and personal expertise, to reach fair and equitable conclusions.

Senior Claims Adjuster

Jul 2017 - Mar 2019

Heritage Insurance Company

Sunrise, FL

- Investigates, evaluates, and finalizes claims resulting from property and casualty losses.
- Maintained accurate documentation to retain claim file integrity.
- Investigated claims using technical knowledge of the insurance company's requirements and the industry's standards.
- Negotiated settlements for each claim and assisted with litigation when settlements could not be reached.

- Effectively resolved complex claims with severe exposure levels by using exceptional file handling abilities.
- Roundtabled data analytics to executive team and principals, to make recommendations re: policy and claim management.
- Actively communicated with construction and other vendors to ensure timely and comprehensive completion of projects.

Compliance and Underwriting Manager
IWS Acquisition Corporation

Dec 2011 - Mar 2016
Boca Raton, FL

- Worked with public or private sector procurement processes, including services to vendors or vendor support
- Collaborated with business unit managers to discern and address service needs of specific customer classes.
- Designed cross-functional financial policies to reduce redundancies and expedite customer application processing.
- Oversaw group-wide compliance with underwriting and sales goals, addressing any deficits in collaboration with appropriate personnel.
- Monitored credit quality of return customers to prevent high-risk loan disbursements.
- Analyzed high-volume loan requests for important business customers, aligning financial responses with internal financial goals.
- Determined the appropriate premiums and amounts of coverage, preventing both under- and over-insured consumers.
- Kept fair mix of risk and mitigation, helping company maintain robust revenue stream without taking on too much risk.
- Made the final determination to either approve or deny the request for insurance.
- Carefully evaluated insurance applications to check the risk level of insuring the client.

Education

Master of Science: Disaster and Emergency Management
Nova Southeastern University

Dec 2021
Ft. Lauderdale, FL

Master of Business Administration: Organizational Management
University of Phoenix

Sep 2006
Ft. Lauderdale, FL

Bachelor of Arts: English
Florida State University

Aug 2004
Tallahassee, FL

Certifications

- FEMA-NFIP-Commercial and Residential Large Loss-SSID0005683203
- SCLA- American Educational Institute
- Accredited All Lines Claims Adjuster-FL#D025199
- Florida Emergency Preparedness Association-Member
- NPN-3637712

Accomplishments

- Maintained states statutes, regulatory updates, and case law on applicable states for the carrier
- Coordinated, addressed and attended Mediations/Neutral Evaluations and Appraisals Responded to Department of Financial Services complaints to conclude disputes (TX, SC, FL)
- Determined the validity of Appraisal Demands, Civil Remedy Notices and assisted law firms with handling
- Trained adjusters and examiners in regards to compliance, reserves (indemnity & expense)
- Provided weekly reviews on statistics/trends to Executives
- Reviewed field adjuster reports and estimates of damaged residential properties to request payments
- Negotiated claims settlements with the insured's, public adjusters and attorneys
- Prepared property risk assessment review and inspection reports pre-loss and the claim inspection reports post-loss Investigated and settled commercial & residential hurricane losses, in excess of \$1,000,000.
- Coordinated with property management companies and the Condominium Associations the safe return of homeowners
- Reviewed and investigated 25-30 auto claims per week
- Settled cases based on facts and merits of the files
- Prepared financial reports for management review related to liability, subrogation and salvage.
- Researched compliance of 1200 Allstate agents writing property policies
- Trained the audit team of 4 members to conduct field inspections for underwriting and claims
- Consulted on fair claims handling practices, bad faith, policy conditions
- Advised claims team regarding, estoppels, waivers, preservation of evidence, subrogation potential
- Contracted with various insurance companies through third party administrators handling claims
- Worked assignments for Lloyd's of London, CJW, Zurich, ZC Sterling NCAGroup, Florida Select, Texas Select, York STB, First Protective and St Paul, Universal North America.
- Accomplished Insurance professional bringing proven expertise in claims operations and practices.