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CITY OF COCONUT CREEK

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CITY OF COCONUT CREEK  
CITY CLERK DEPARTMENT

OFFICE OF THE CITY CLERK  
4800 WEST COPANS ROAD  
COCONUT CREEK, FLORIDA 33063

APPLICATION FOR CITY BOARDS

This information is for consideration of appointment to a City Board. A description of the responsibilities of each Board is on the back of this application. Please complete and return this form to the City Clerk, along with a brief resume of your education and experience.

- 1. Name: Andrew B. Dunkiel Home Phone: REDACTED
- 2. Home Address: REDACTED
- 3. E-mail Address: adunkiel@gmail.com Fax Number: \_\_\_\_\_
- 4. Business: \_\_\_\_\_ Business Phone: \_\_\_\_\_
- 5. Business Address: \_\_\_\_\_
- 6. Are you a resident of Coconut Creek? Yes X No \_\_\_\_\_
- 7. Are you a registered voter? Yes X No \_\_\_\_\_
- 8. Do you hold a public office? Yes \_\_\_\_\_ No X
- 9. Are you employed by the City? Yes \_\_\_\_\_ No X
- 10. Are you currently a member of a City Board? Yes \_\_\_\_\_ No X
- 11. Have you ever served on a City Board? Yes \_\_\_\_\_ No X
- 12. Are you away from the City on extended vacation or business trips during the year? Yes \_\_\_\_\_ No X

13. PLEASE CHECK THE BOARDS ON WHICH YOU ARE INTERESTED IN SERVING:  
(See brief description on the back of this page.)

- |                              |                                     |                             |                                     |
|------------------------------|-------------------------------------|-----------------------------|-------------------------------------|
| *CIVIL SERVICE BOARD         | <input checked="" type="checkbox"/> | *PLANNING & ZONING BOARD    | <input checked="" type="checkbox"/> |
| PARKS & RECREATION BOARD     | <input type="checkbox"/>            | AFFORDABLE HOUSING ADVISORY | <input type="checkbox"/>            |
| ENVIRONMENTAL ADVISORY BOARD | <input type="checkbox"/>            | COMMITTEE                   |                                     |
|                              |                                     | OTHER _____                 | <input type="checkbox"/>            |

14. Briefly describe your qualifications to serve on this Board: \_\_\_\_\_  
I am an attorney that practices local government law, including land use and labor and employment.

15. Would you consider serving on a Board other than the one(s) selected? Yes X No \_\_\_\_\_

SIGNATURE: \_\_\_\_\_  
Date: 2/15/16

- Note: (1) Application effective for ONE YEAR from date of completion.
- (2) If you have any questions on the above, please call the City Clerk's Office at (954) 973-6774.

\* Financial Disclosure Form is required upon appointment to the Board.

# Andrew B. Dunkiel

REDACTED

\* adunkiel@gmail.com

## BAR ADMISSIONS

Florida Bar, *Member in Good Standing*

## EXPERIENCE

REDACTED

*Assistant City Attorney, October 2014 - Present*

*Municipal Prosecutor, October 2012 - October 2014*

*Certified Legal Intern, May 2011 - October 2012*

- Advise and counsel the City Commission, Department Directors and City staff.
- Act as Board and Committee counsel to various City Boards and Committees.
- Counsel the Human Resources Department for employment, labor, and policy matters.
- Counsel the Police and Fire Departments for constitutional, operational, contractual, and exigent matters.
- Represent the City, its elected officials, and employees in court, administrative, and other proceedings.
- Draft, revise, and argue complex briefs and motions of fact and law in trial and appellate courts.
- Draft and revise complaints, petitions, answers, and responses.
- Draft and revise complex transactional, real estate, and land use documents.
- Research, draft, and revise ordinances and resolutions.
- Research complex legal issues and draft memoranda of law.
- Prosecute cases arising from City and County ordinances before various administrative boards.

## EDUCATION

**Nova Southeastern University, Davie, FL**

*Juris Doctor, magna cum laude, May 2012*

GPA: 3.5

Rank: Top 7% (22 of 302)

Honors: Law Review: Subscriptions Editor; Nova Trial Association: Vice President of Teams, Trial Team Advocate; Dean's List: Fall 2009, Winter 2010, Fall 2010, Winter 2011, Fall 2011, Winter 2012; Awarded the Krupnick Campbell Trial Advocacy Award.

**Florida Atlantic University, Boca Raton, FL**

*Bachelors of Public Administration, magna cum laude, December 2007*

GPA: 3.7

Honors: Phi Alpha Alpha Honor Society; Awarded the FCCMA B. Harold Farmer Scholarship.

Activities: Student Government: Chairman of the Budget and Appropriations Committee; Chairman of Rules and Policies Committee; Awarded Legislator of the Year, 2007.

## SKILLS

- Proficient in the use of WestlawNext.
- Knowledgeable in the use of most office equipment.