



# **CITY OF COCONUT CREEK MINUTES Advisory Board Member Orientation**

**Government Center  
4800 W. Copans Road  
Coconut Creek, Florida**

**Date: May 3, 2021  
Time: 6:00 p.m.**

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**Present:** Mayor Rebecca A. Tooley  
Commissioner Sandra L. Welch  
Commissioner Jacqueline Railey  
City Manager Karen Brooks  
Deputy City Attorney Kathryn Mehaffey  
City Clerk Leslie Wallace May  
Fire Marshal Jeff Gary  
Director of Parks and Recreation Wayne Tobey  
Assistant Director of Sustainable Development Justin Proffitt  
Senior Planner Linda Whitman  
Senior Staff Assistant Jaimie Korstjens  
Police Legal Advisor Jeannette Camacho

**Board Members Present:**

**PARKS AND RECREATION**

David Anderson  
Randy Johnson  
Joel VanHemel  
Dawn Walkowski  
Kenneth Forbes

**COMMUNITY OUTREACH ADVISORY**

Mikkie Belvedere  
Amanda Fishman  
Omar Glenn  
Cheryl Higgins  
Stacey Miller

**EDUCATION ADVISORY**

Robert Hurley  
Brian Kenney  
Jeff Realejo  
Susan Sargis  
Patricia Snyder  
Jack Vesey

**PUBLIC SAFETY ADVISORY**

Susan Brown  
Caleb Devore  
Margaret Lackner  
Alene Smith  
Lucia Ungaro

**PLANNING & ZONING BOARD**

Jeffrey Barker  
Steven Hall  
Colleen LaPlant  
Doug Young

**ENVIRONMENTAL ADVISORY**

Susi Glatt  
Dan Mackey

The orientation was opened by City Clerk Leslie Wallace May at 6:03 p.m., who thanked the board members for their attendance.

Mayor Tooley expressed her appreciation for the board members' service and dedication to the City. She noted there had been a lot of qualified candidates this year and stated she hoped the board members had fun. She introduced the other City Commissioners present.

City Manager Brooks welcomed everyone and thanked them for their time and participation. She

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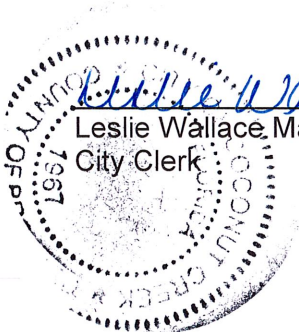
explained that each board had a staff liaison, who would provide an organizational meeting, and briefly outlined the efforts the boards would be undertaking.

Deputy City Attorney Kathryn Mehaffey provided an overview of what it means to be a board member and gave a thorough presentation on the following topics:

- Sunshine Law – Section 286.011 Florida Statutes;
- Public Records Law – Chapter 119, Florida Statutes;
- Voting Conflicts of Interest – Section 112.3143, Florida Statutes;
- Nepotism – Section 112.3135, Florida Statutes;
- Code of Ethics for Public Officers and Employees – Section 112.313, Florida Statutes;
- Lobbying and Lobbyists;
- Social Media;
- Board Basics;
- and Parliamentary Procedure.

Ms. Mehaffey encouraged the board members to contact their staff liaison or the legal department with any questions.

The meeting was adjourned at 7:15 p.m.

  
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Leslie Wallace May, MMC  
City Clerk

5/18/2021  
Date