



## **CITY OF COCONUT CREEK**

### **Advisory Board Member Make-up Orientation**

### **MINUTES**

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

**Date: May 17, 2021**  
**Time: 6:00 p.m.**  
**Location: Virtual Meeting**

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**Present:** City Manager Karen Brooks  
Deputy City Manager Sheila Rose  
Deputy City Attorney Kathryn Mehaffey

#### **Board Members Present:**

##### **PARKS AND RECREATION**

Benjamin Nazario

##### **COMMUNITY OUTREACH ADVISORY**

Connie Finley

##### **EDUCATION ADVISORY**

Louise Ball

##### **CIVIL SERVICE**

Nik Anderson

Cindy Brief

Doreen Chamberlain

Nafisa (Aliea) Seeram

Nikki-Ann Thomson

Steven Valentine

##### **ENVIRONMENTAL ADVISORY**

Alfred Delgado

Irene Espinosa

Diane Smith

Cheryl Stein

##### **PLANNING & ZONING**

Thomas Casey

Debra Voorhees

##### **PUBLIC SAFETY ADVISORY**

Kevin Sattler

The orientation was opened by Deputy City Attorney Kathryn Mehaffey at 6:01 p.m., who thanked the board members for their attendance.

Deputy City Manager Sheila Rose welcomed everyone and thanked them for their time and participation. She explained that each board had a staff liaison, who would provide an organizational meeting, and briefly outlined the role of the liaisons and the efforts the boards would be undertaking.

Deputy City Attorney Kathy 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.

Minutes

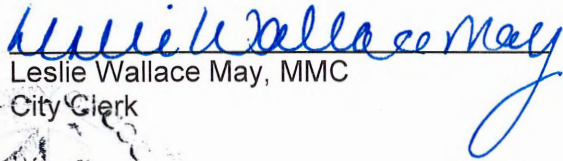
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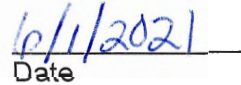
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Deputy City Attorney Mehaffey encouraged the board members to contact their staff liaison or the legal department with any questions.

Ms. Espinosa asked for clarification regarding legal fees for violations, and Deputy City Attorney Mehaffey responded briefly.

The meeting was adjourned at 7:21 p.m.

  
Leslie Wallace May, MMC  
City Clerk

  
Date

