

DATE: November 9, 2015

SUBJECT: SW 10th Street Consensus Building

TO: SW 10th Street COAT Members

Thank you for agreeing to participate on the SW 10th Street Community Oversight Advisory Team (COAT). The Broward Metropolitan Planning Organization appreciates your commitment and dedication to your community as we work collaboratively on this regionally significant project. Together, the members of the COAT will be coordinating with our partner agencies and the affected municipalities to build consensus on the SW 10th Street corridor improvements.

The COAT is a focused group of community representatives assembled to discuss the livability measures needed to address the quality of life concerns for all those affected by this active corridor. The COAT is intended to build consensus on the future of SW 10th Street through a collaborative planning and visioning process. The COAT will utilize the consensus building process provided in **Attachment 1**. For the latest information of the SW 10th Street consensus building effort, please visit:

www.SW10thStreetVision.org

COAT member have two primary responsibilities:

1. Oversight - maintaining an inclusive process that considers the needs of their constituents.
2. Advisory - sharing information with one another, receiving feedback from their community and facilitating a supportive path forward for the SW 10th Street corridor.

Each COAT member must understand and be willing to communicate the quality of life concerns facing the entire community. The COAT will review feasible options for the future of the SW 10th Street corridor and will be responsible for coordinating with each other to develop consensus on a variety of concepts. COAT membership responsibilities are provided in **Attachment 2**. To be inclusive, the COAT is comprised of individuals who represent engaged communities within the project study area, including the Cities of Deerfield Beach, Coconut Creek, Coral Springs and Parkland. COAT representatives are from stakeholder groups such as resident, business, property owner and civic groups.

Most COAT members were selected by their respective Broward MPO Board Member. The At-Large positions represent regional interests. Deerfield Beach representatives were chosen by their local City elected official whose district is

Chair

Richard Blattner

Vice Chair

Bryan Caletka

Second Vice Chair

Bruce G. Roberts

Members/ Alternates

Mikkie Belvedere

Mark Brown

Charlotte Burrie

Yvette Colbourne

Joy Cooper

Walter Duke

Freddy Fisikelli

Toby Feuer

Jerry Graziose

Tom Green

Patricia Good

Dale Holness

Ron Jacobs

Sandy Johnson

Eric H. Jones, Jr

Richard J. Kaplan

Troy Link

Lisa Mallozzi

Shari L. McCartney

Ashira A. Mohammed

Frank Ortis

Debra Placko

Romney Rogers

David Rosenof

Richard Rosenzweig

Tim Ryan

Barbara Sharief

Joanne Simone

Lawrence A. Sofield

Gregory Sollitto

Larry Vignola

Lois Wexler

Beverly Williams

Executive Director

Gregory Stuart

General Counsel

Alan Gabriel

impacted by SW 10th Street. **Attachment 3** provides additional detail on the proposed make-up of the COAT. For the proposed COAT meeting schedule and meeting expectations, please see **Attachment 4**.

The results of the COAT members' consensus building effort will be presented to the Broward MPO Board for action. COAT members participation and public input will continue after MPO Board action to the recommended concept(s).

For more information or questions please contact Paul Calvaresi at (954) 876-0037 or calvaresip@browardmpo.org.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Gregory Stuart', with a long, sweeping flourish extending upwards and to the right.

Gregory Stuart, AICP
Executive Director

Cc: MPO Board Members

Attachments

Attachment I

CONSENSUS BUILDING: Arriving at consensus is complicated and requires the development of trust, respect for others' opinions and a commitment to success. This can be achieved by being:

- *Inclusive:* The COAT represents a cross section of stakeholders (residents, businesses, property owners and civic groups) from the project area.
- *Participatory:* COAT participants have the responsibility to participate in the discussion.
- *Collaborative:* The COAT will develop options with input from all of the members. Proposals will be a product reflective of input from the entire COAT.
- *Cooperative:* COAT members will take a holistic view of the corridor to find solutions which help address issues identified. Participants will need to prioritize solutions which consider the needs of all members.
- *Transparent:* Meeting summaries will be placed on the project website for community wide discussion and comment.
- *Agreement Seeking:* Generate as much agreement on the proposal as possible.

Attachment 2

COAT Members will:

- Consider the needs of all stakeholders, share and exchange information between the COAT and the community they represent with the goal of developing recommendations for the future of the corridor
- Commit to attend all COAT meetings
- Be prepared to discuss the issues and business addressed at scheduled meetings, having read the agenda and all background material relevant to the topics at hand
- Work collaboratively and respect others' opinions
- Act for the good of the entire community
- Represent the ideas and contributions of the COAT in a positive and supportive manner at all times and in all places

GOVERNMENT IN THE SUNSHINE ([s. 286.011, F.S.](#))

Sunshine Law Purpose:

- Provides the public a right of access to governmental meetings.
- Allows the public to observe each preliminary step leading to a final decision.
- Protects the public from “closed door” decision making.

General Application of the Sunshine Law:

- All meetings of any board or commission of any state agency or authority or authority of any county, municipal corporation, or political subdivision at which official acts are to be taken are declared to be public meetings and open to the public at all times.
- Minutes of the meetings are to be promptly recorded and open to inspection.

Three-Pronged Test:

- The committee is a public collegial body such as a technical advisory committee.
- Meetings, whether formal or casual, are a gathering of two or more committee members to discuss some matter on which foreseeable action will be taken by the committee.
- Meetings at which public business may be discussed.

A Technical Advisory Committee:

- Is a decision making committee that chooses alternatives and direction.
- Narrow or eliminate options for a board’s consideration.
- Makes recommendations to a board directly or through its staff.

Violations of the Sunshine Law:

- Can be a noncriminal infraction with a fine not exceeding \$500 or misdemeanor of the second degree and reasonable attorney’s fees may be imposed.

Sunshine Law’s Application to the COAT:

- Members Cannot:
 - Discuss with any other member of the COAT any item that is under consideration for action by the COAT, except at a duly noticed public meeting.
 - Send emails that solicit comments from members or circulate responses from members on COAT business.

- Text one another during a COAT meeting (or outside of a COAT meeting pertaining to COAT business).
- Comment on another COAT member's social media post on an article or statement pertaining to the COAT's business.
- Members Can:
 - Discuss other matters with other COAT members at any time.
 - Discuss COAT business with any person who is NOT a COAT member, except that person cannot act as a liaison between or among COAT members (i.e., do not use a third person to communicate with one another).

http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0200-0299/0286/Sections/0286.011.html

Attachment 3

To be effective and productive, it is recommended the COAT consist of not more than 17 members. The following is proposed:

- 9 from the City of Deerfield Beach:
 - 4 Residents from communities adjacent to the SW 10th Street corridor
 - 2 Business representatives
 - 3 Citywide representatives

- 8 from the Study Area:
 - 2 from Coral Springs
 - 2 from Coconut Creek
 - 2 from Parkland
 - 2 representing area wide County interests

As of now the COAT Members are as follows:

City of Deerfield Beach (9)	
Representing HOAs adjacent to SW 10th Street (4)	
Rita Pickar	Century Village HOA
Lotus Boss	Independence Bay HOA
Joan Maurice	Waterford HOA
Eric Torella	Waterways HOA
Business Representatives (2)	
Greg Flynn	Business Representative 1
To Be Determined	Business Representative 2
Citywide Representatives (3)	
Dan Glickman	Citywide 1
Todd Drosky	Citywide 2
Gail Battle	Citywide 3

Representatives from Study Area (8)	
City of Coconut Creek (2)	
Matt Wood	
Brian Rosen	
City of Coral Springs (2)	
Jennifer Bramley	
John Biggie	
City of Parkland (2)	
Evan Wolk	
Nicole Roman	
Countywide/Regional (2)	
Gail Bulfin - Grt. FTL Alliance	
Tom Rabil - Chamber of Commerce	

Attachment 4

The following proposed meeting times and location were selected to provide a neutral and convenient time and venue for all potential COAT members:

Meetings will be held in room 226 at the North Regional Broward College Library, located at 1100 Coconut Creek Boulevard, Coconut Creek, FL. at the following dates and times:

Meeting 1	Meeting 2	Meeting 3	Meeting 4*	Meeting 5
November 19, 2015 6:00 PM Room 226	December 17, 2015 6:00 PM Room 226	January 21, 2016 6:00 PM Room 226	January 30, 2016 10:30 AM Auditorium	February 11, 2016 6:00 PM Room 226
Orientation MPO, FDOT, County & COAT Overview Community Input on Issues COAT Roundtable	Existing and Future Conditions Opportunities, Challenges and Innovation: Impact Mitigation COAT Roundtable	Development of Concepts and Recommendations Review Workshop Format COAT Roundtable	*Public workshop Participate at the Community Workshop COAT Roundtable: Debriefing of Workshop	Final Endorsement of Consensus Recommendations The Future of the COAT COAT Roundtable

- Meeting invitations and agendas will be distributed to COAT members at least 72 hours in advance of the meeting.
- Meetings will be prescheduled (see table above), leading to a Community-wide workshop. Attendance at the workshop is required and the COAT Members are expected to actively participate in the event. The subsequent meetings will be held for participants to review recommendations and concepts that will be presented at either the March or April Broward MPO Board meeting.
- Meeting summaries, after the member review period, will be posted on www.SW10thStreetVision.org within the week following the COAT meeting.
- COAT members may be excused in the case of an emergency. The purpose of the COAT is to work with a small group with few meetings. To ensure continuity and to make the best use of the COAT members' time and effort, it is not recommended that alternates substitute for primary COAT members.
- There will an opportunity for public comment at each COAT meeting.