



# COAT Handbook

Version: November 16, 2015



## TABLE OF CONTENTS

### I. Table of Contents

### II. COAT Pledge

1. COAT Pledge
2. Link to Florida Sunshine Law

### III. Background Material

1. The 5 W's
2. COAT Membership
3. COAT Guidelines
4. Frequently Asked Questions (Background Material)

### Meeting 1 – The Process of Consensus and Documenting the Communities Concerns

1. Agenda
2. Presentation
3. Additional Package of Information will be provided at the Meeting

### Meeting 2 - Corridor Issues and Conditions – Opportunities, Challenges and Solutions

1. Agenda – to be provided
2. Additional Package of Information will be provided at the Meeting

### Meeting 3 – Development of Draft Recommendations for Community-Wide Workshop

1. Agenda – to be provided
2. Additional Package of Information will be provided at the Meeting

### Meeting 4 – Community-Wide Workshop

1. Agenda – to be provided
2. Additional Package of Information will be provided at the Meeting

### Meeting 5 – Draft Report of Recommendations

1. Agenda – to be provided
2. Additional Package of Information will be provided at the Meeting



# Community Oversight Advisory Team Commitment Pledge



I, \_\_\_\_\_ recognize the establishment of the Community Oversight Advisory Team (COAT) is a significant phase of the SW 10th Street Consensus Building Initiative. We are committed to working with representatives from the Cities of Deerfield Beach, Coconut Creek, Coral Springs, Parkland and the County to collaboratively develop concepts to improve the quality of life along the SW10th Street/Sawgrass Expressway corridor.

### ***I pledge to:***

- 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
- Operate under the Florida Sunshine Law, see the attached link:  
[http://www.leg.state.fl.us/Statutes/index.cfm?App\\_mode=Display\\_Statute&Search\\_String=&URL=0200-0299/0286/Sections/0286.011.html](http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0200-0299/0286/Sections/0286.011.html)

\_\_\_\_\_  
COAT Member's Signature

\_\_\_\_\_  
Date



# Florida Sunshine Laws



## Citizen's Guide to Florida Sunshine Laws

### Summary of **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).

---

Broward MPO is a transportation policy-making board responsible for transportation planning and funding allocation in Broward County. The Broward MPO works with the public, planning organizations, government agencies, elected officials, and community groups to develop transportation plans. *For complaints, questions or concerns about civil rights or nondiscrimination; or for special requests under the American with Disabilities Act, please contact: Christopher Ryan, Public Information Officer/Title VI Coordinator at (954) 876-0036 or [ryanc@browardmpo.org](mailto:ryanc@browardmpo.org)*



## SW 10<sup>th</sup> Street Consensus Building Initiative



- ❖ **What:** The Broward Metropolitan Planning Organization (Broward MPO) has set up a consensus building initiative with the communities along the SW 10<sup>th</sup> Street corridor to discuss the future of the corridor between Florida's Turnpike and I-95. The purpose of this initiative is to identify concerns on current and future conditions and to develop consensus on potential near and long-term transportation improvements.
- ❖ **Who:** The Broward MPO Board includes representatives from all 31 municipalities, the South Florida Regional Transportation Authority, the School Board of Broward County, and 3 County Commissioners and is mandated by Federal and State law to set priorities for funding transportation initiatives.

For the purposes of this effort the study area is focused on the Cities along the east/west section of the Sawgrass Expressway/SW 10<sup>th</sup> Street corridor including Coral Springs, Parkland, Coconut Creek and Deerfield Beach. The Team responsible for facilitating this process includes Broward MPO staff, public outreach specialists, transportation planning professionals, and urban design experts.

- ❖ **Why:** Traffic volume along the SW 10<sup>th</sup> Street corridor between Florida's Turnpike and I-95 has consistently increased over the past 20 years and is expected to continue to grow, compounding congestion and noise. Previous proposals for improvements on SW 10<sup>th</sup> Street have focused on moving vehicles with little consideration for livability issues that include the concerns of adjacent residents. For the last 20 years, there has been no agreement on what to do with SW 10<sup>th</sup> Street. As a result, no improvements are funded in the Broward MPO 2040 Long Range Transportation Plan known as Commitment 2040 <http://www.browardmpo.org/commitment-2040> although a need for improvement is documented.

Meaningful public engagement is a requirement of comprehensive transportation planning for transportation projects. The Broward MPO Board directed the Team to reach out to impacted communities along the corridor in order to identify issues and build consensus on alternative(s) for the future that could be funded through Commitment 2040.

- ❖ **When:** Outreach meetings were held with local officials in March and April 2015. The Team has reached out to community members throughout the Spring, Summer, and Fall of 2015. A dedicated phone line, e-mail address, and web page is available as alternate options to provide input and disseminate information. An ad hoc Team of community representatives will meet in the fall and winter to document issues and develop draft recommendations. A community-wide Workshop will be held in January 2016 where the Team will present a summary of input, review potential draft options to resolve issues and ask the community to provide additional comment for the SW 10<sup>th</sup> Street corridor. The ad hoc Team will then meet to document consensus items that evolved from the Workshop and report back to the Broward MPO Board.
- ❖ **Where:** You can follow the meetings of the ad hoc Team and summaries of meetings at the dedicated website and/or provide additional comment at [www.SW10thStreetVision.org](http://www.SW10thStreetVision.org). For more information or questions please contact Paul Calvaresi (954) 876-0037 or [calvaresip@browardmpo.org](mailto:calvaresip@browardmpo.org).



# SW 10<sup>th</sup> Street Consensus Building Community Oversight and Advisory Team Guidelines



The SW 10<sup>th</sup> Street Community Oversight Advisory Team (COAT) is a group of community representatives committed to seeking consensus on the future of SW 10<sup>th</sup> Street through a collaborative planning and visioning process ([www.SW10thStreetVision.org](http://www.SW10thStreetVision.org)). The COAT has 2 basic functions:

1. Oversight - maintaining a process that is transparent and inclusive of the needs and wants of the whole community
2. Advisory - sharing information with members of the COAT, receiving feedback from their community and directing a supportive path forward for the SW 10<sup>th</sup> Street corridor

The expectations of the COAT members are to understand the issues of the entire community, have an open mind in the review of options and to coordinate with other representatives to develop consensus on concepts and strategies that have the ability to enhance mobility and quality of life in the corridor. The results of this process will be presented to the Broward Metropolitan Planning Organization (MPO) Board who can use the information to assist in making decisions on the best path forward. COAT members should further understand that this is the beginning of an extensive process and that any significant proposals that evolve will require advanced environmental and engineering analyses. The Team recommends that at the end of this process the Cities involved support the COAT remaining intact in order to participate in the outreach, review and comment elements of those analyses.

**CONSENSUS BUILDING:** Arriving at consensus is difficult and requires the development of trust, respect for others' opinions and a commitment to success. This can be achieved by following a process including the elements of 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 consensus through a commitment to identify solutions and to have dialogue on impacts to the community.
- Cooperative: COAT members will take a holistic view of the corridor to define the issues and characteristics that guide the development of solutions. Participants will need to consider the needs of all members and accept a balance of priority issues.
- Transparent: Meeting summaries will be placed on the project website for community wide discussion and comment.
- Agreement Seeking: Generate as much agreement as possible on the consensus recommendations.

**COMPOSITION:** The COAT will be comprised of individuals who represent engaged communities within the project study area that includes the Cities of Deerfield Beach, Coconut Creek, Coral Springs and Parkland. Representatives will be from stakeholder groups such as residents, businesses, property owners and civic groups. It is suggested that, where possible, for COAT members to have an urban planning or transportation planning background.

The COAT will consist of not more than 17 members and suggest the following:

- 9 from the City of Deerfield Beach:
  - 4 Residents from communities adjacent to the SW 10<sup>th</sup> 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



## SW 10<sup>th</sup> Street Consensus Building Community Oversight and Advisory Team Guidelines



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](http://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.



# Meeting 1 – The Process of Consensus and Documenting the Communities Concerns



Agenda November 19, 2015

Meeting 1 has 4 objectives –

- to inform the COAT on their role and the process;
- to inform the COAT on the roles and responsibilities of the MPO and our partners;
- to inform the COAT on the transportation project development process; and
- to share the Project Team’s documentation of concerns from the community which will be reviewed and the COAT will have the opportunity to provide additional concerns and issues.

The Project Team will then develop consensus from the group that we have accurately documented community input and to inform the COAT on the typical transportation project development timeline.

## **1. Introductions**

## **2. Overview of COAT Guidelines**

- Guidelines
- Engagement for Success – meeting etiquette
- The “Parking Lot”
- COAT Pledge

## **3. Transportation Partners**

- MPO Background
- Federal and State Roles

## **4. The Transportation Improvement Process – Concept to Construction**

- Timeline for transportation projects

## **5. Documentation of Community Issues and Concerns**

- Review of the issues and how they were categorized
- Floor will be opened for input for new and simultaneously scribed
- Documentation of consensus

## **6. Public Comment** Limited to 2 minutes each

## **7. COAT Roundtable** Limited to 2 minutes each

## **8. Next Steps**

For more information or questions please visit [www.SW10thStreetvision.org](http://www.SW10thStreetvision.org) or contact Paul Calvaresi at (954) 876-0037 or [calvaresip@browardmpo.org](mailto:calvaresip@browardmpo.org).

---

Broward MPO is a transportation policy-making board responsible for transportation planning and funding allocation in Broward County. The Broward MPO works with the public, planning organizations, government agencies, elected officials, and community groups to develop transportation plans. *For complaints, questions or concerns about civil rights or nondiscrimination; or for special requests under the American with Disabilities Act, please contact: Christopher Ryan, Public Information Officer/Title VI Coordinator at (954) 876-0036 or [ryanc@browardmpo.org](mailto:ryanc@browardmpo.org)*





## Meeting 1 – The Process of Consensus and Documenting the Communities Concerns



**Between meetings COAT Members are encouraged to share the meeting materials with their community and collect any additional input for the upcoming meeting or to submit on-line at [www.sw10thstreetvision.org](http://www.sw10thstreetvision.org) , by phone or email.**

---

Broward MPO is a transportation policy-making board responsible for transportation planning and funding allocation in Broward County. The Broward MPO works with the public, planning organizations, government agencies, elected officials, and community groups to develop transportation plans. *For complaints, questions or concerns about civil rights or nondiscrimination; or for special requests under the American with Disabilities Act, please contact: Christopher Ryan, Public Information Officer/Title VI Coordinator at (954) 876-0036 or [ryanc@browardmpo.org](mailto:ryanc@browardmpo.org)*

# Community Oversight and Advisory Team (COAT)

Meeting 1 – The Process of  
Consensus and Documenting the  
Communities Concerns

November 19, 2015

***SW 10th STREET***

*What is your Vision?*

broward **MPO**  
metropolitan planning organization





# The COAT Process

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 1 Agenda

- Overview of COAT Guidelines
- Transportation Partners and the Transportation Improvement Process
- Documentation of Community Concerns
- COAT Roundtable



# COAT Guidelines

Achieve Balanced Points of View



Foster Mutual Respect and Trust



Develop a Commitment to Solutions



# Engagement for Success





# The “Parking Lot”

Question, issue, idea or suggestion

- Item cannot be resolved in the current time frame
- Not an agenda item
- The item is dated and placed in the Parking Lot
- The Parking Lot will be in view of the COAT members until all items are addressed
- Items will be included in the meeting summary

## Our Goal: An Empty Parking Lot by the end of the process

Question, issue, idea or suggestion has been discussed and:

- Author/parties engaged in the parked item agree to release the item
- The Item is removed from the parking lot



# The Pledge







# Government in the Sunshine



## Florida Sunshine Law

*(F. S. Sec. 286.011 (“Sunshine Law”) and Fl. Constitution Art. I, Sec. 24)*

### SUNSHINE LAW

Protects the public from “closed door” decision making and provides a right of access to governmental meetings.



# Government in the Sunshine

## Purpose:

- Public has right of access to governmental meetings.
- Public can 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 are promptly recorded and open to inspection.



# Government in the Sunshine

## COAT Members **Cannot**:

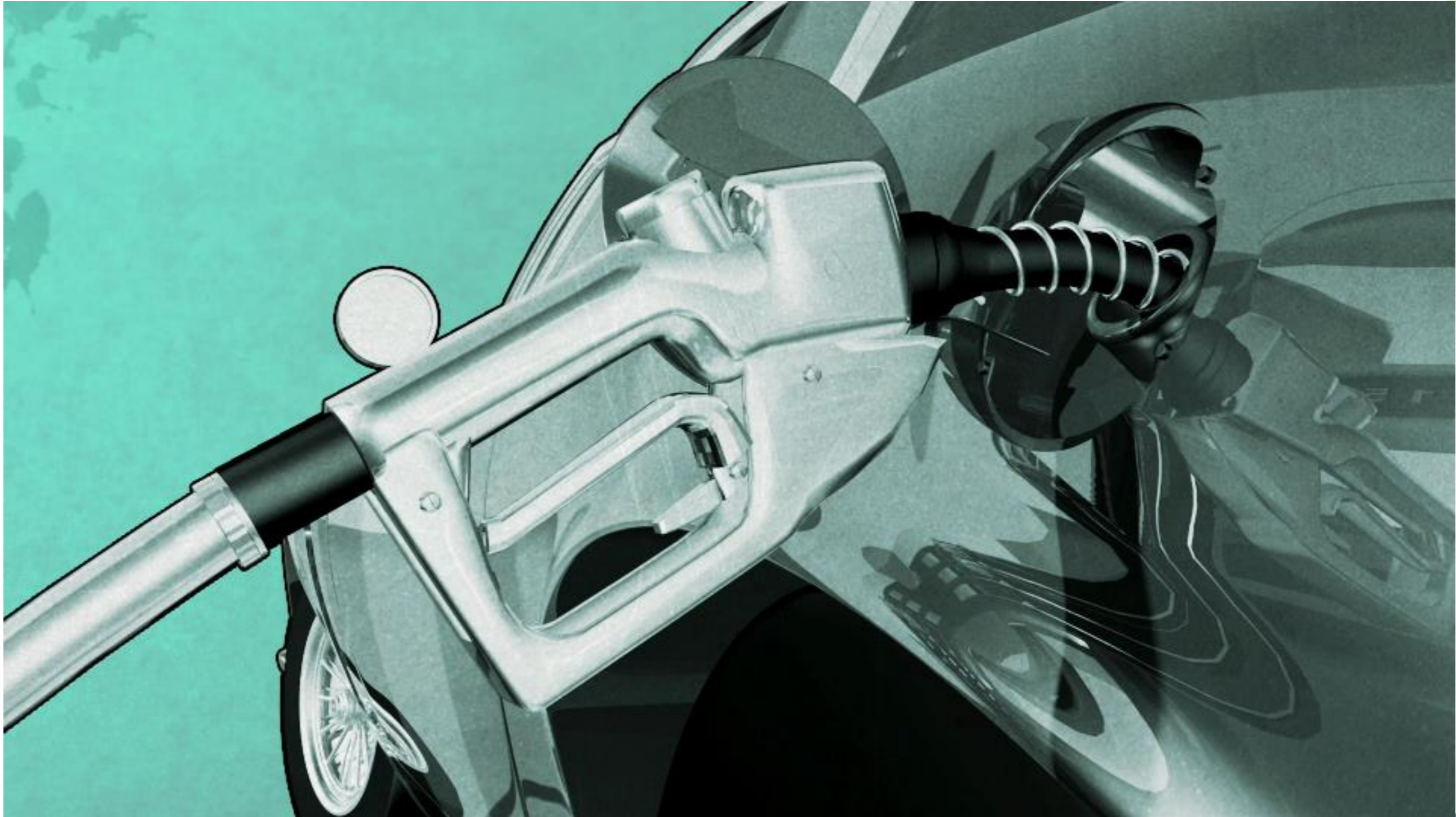
- Discuss with any other member of the COAT any item that is under consideration for action by the COAT, except at a duly noticed public meeting.
- Send emails that solicit comments from members or circulate responses from members on COAT business.
- Text one another during a COAT meeting (or outside 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.



# Government in the Sunshine

COAT 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).



Right click on logos to learn more about agencies  
Click anywhere outside the logos for MPO Video

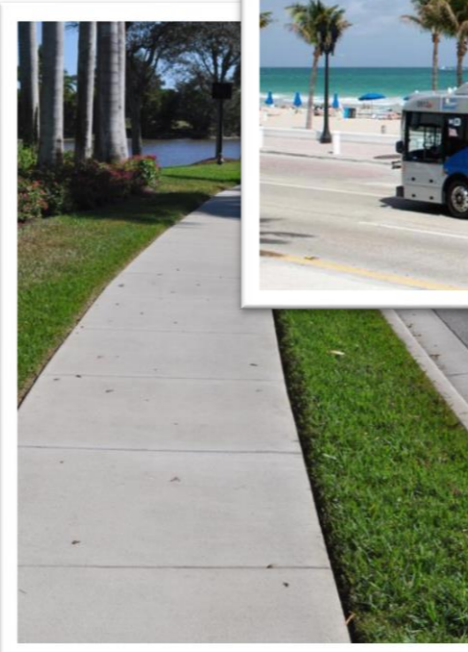


# Broward Metropolitan Planning Organization

- Development of the guiding document for 20 + years of funding
  - [Broward Long Range Transportation Plan – Commitment 2040](#)
- Development of priorities for the 5 year plan
  - Annual Priority List
  - [Transportation Improvement Plan](#)

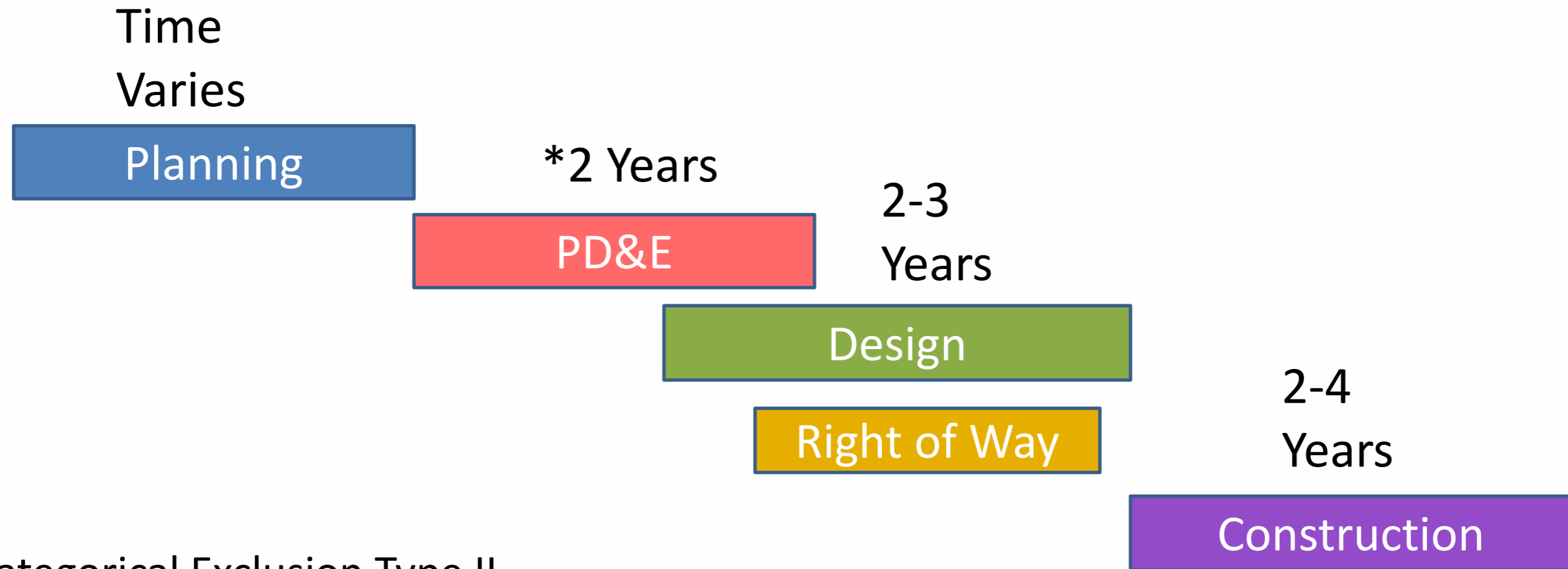
# SW 10th STREET

What is your Vision?





# Project Development Process Flowchart



\*Categorical Exclusion Type II





# Consensus on Community Issues & Concerns

*In any moment of decision, the best thing you can do is the right thing.  
The worst thing you can do is nothing.*

Theodore Roosevelt



## Noise

- *Noise from existing traffic impacts quality of life*
- *Some comments specifically mentioned truck and motorcycle noise*
- *Roadway improvements will generate additional traffic and noise*
- *Noise will get worse if nothing is done and congestion increases*
- *Noise walls are not wanted*
- *An elevated roadway will have more noise impact*
- *Night time construction noise is a big concern*



## Traffic

- *The I-95 Interchange is the cause of the problem and needs to be fixed*
- *I-95 Interchange improvements will increase traffic volumes*
- *Something should be done to reduce weaving on the bridge over I-95*
- *Traffic signals are not coordinated*
- *Traffic signals take too long for communities on the south – even when there is no east/west traffic (at night)*
- *There are no unimpeded options for traffic moving between I-95 and the Turnpike*
- *Access to the subdivisions on the south back up onto to SW 10<sup>th</sup> Street*
- *Traffic congestion on the corridor is no different than other roads in Broward County*



## Traffic Conditions continued ...

- *Peak hour congestion is severe but does not last throughout the day*
- *Traffic speeds are excessive*
- *Evening traffic accessing SW 10<sup>th</sup> Street at FAU Research Park Blvd. has a stacking issue*
- *It is difficult to weave over to the Lyons Rd. Sawgrass Expressway West Bound exit since the Turnpike widened the road*
- *Maintain County transit circulators, routes and schedules and consider other mass transit options including additional Park and Ride facilities*
- *Community priorities and concerns regarding traffic vary and need to be taken into consideration*



## Infrastructure

- *The aesthetics and noise from a Flyover or Elevated highway are a significant concern*
- *Need an express connection between Sawgrass and I-95*
- *Do not separate the community (north and south sides of SW 10<sup>th</sup> Street)*
- *Need to connect the City (east and west of I-95)*
- *The City of Deerfield Beach does not want to lose its identity or connectivity*
- *There is limited pedestrian access from the Century Village South East Gate*
- *There is no direct access into the Century Village South east gate*



## Infrastructure continued ...

- *Improve access from the Sports Complex just west of Powerline Rd. to improve access*
- *Pedestrian crossing at Military Trail is dangerous*
- *U-Turns are not desired for access to residential communities*
- *The Waterways development only has one access point*
- *\*Sawgrass should turn south and connect to Sample Rd then to I-95*
- *\*Sawgrass should turn north and connect to Palmetto Park Rd*
- *\*Need to consider a tunnel or roadway depression*
- *\*Need to consider the use of reversible lanes*
- *\*The roadway needs to be widened*



## Infrastructure continued ...

- *\*“Service” roads for neighborhoods are not desired*
- *\*Separate SW 10th Street traffic and Publix/Newport Center Drive traffic using two sets of ramps at I-95*
- *\*Move the Century Village Southeast gate to the North and eliminate U-Turn*
- *\*I-595 (Broward) and Southern Blvd. (Palm Beach) type improvements are needed*
- *\*Sawgrass Expressway should turn north or south at Florida’s Turnpike to Palmetto Park Rd. or Sample Rd.*
- *\*A tunnel or depressed roadway would reduce noise*
- *\* A berm can be used to reduce noise*



## Infrastructure continued ...

- *\*Create separate lanes for through traffic*
- *\*Communities to the south would defer access into express lanes do reduce the width of any improvement*
- *\*Separate the North Bound I-95 on and off ramps to reduce weaving on the bridge over I-95*
- *\*Traffic signals need to be synchronized*
- *\*I-95 Interchange improvements could include moving North Bound off ramp west allowing for land to transferred to City for additional land for FAU Research park*





## **Economic Development**

- *Real estate values would increase if SW 10<sup>th</sup> Street was more business/user friendly*
- *Widening the roadway, the addition of noise walls and reducing greenspace will reduce property values*
- *Solutions that beautify the corridor would be good for business*
- *Solutions need to be aesthetically pleasing and include landscape enhancements*
- *SW 10th Street should become a gateway to the City of Deerfield Beach*



## **Economic Development continued ...**

- *Congestion impedes the movement of freight and business deliveries*
- *Improvements to the corridor should facilitate economic activity and business development*
- *Improve customer access to local businesses*
- *Increase visibility of businesses*
- *Increasing population/new development needs to be accommodated*



## Health and Safety

- *Improvements must reduce accidents and fatalities*
- *Accidents occur regularly at SW 10<sup>th</sup> Street and Military Trail*
- *Air quality will improve if stop and go traffic is minimized*
- *Circulating dirt and dust from SW 10<sup>th</sup> Street will worsen with construction*
- *Construction noise is a health concern and impacts quality of life*
- *Pedestrian and bicycle access to Quiet Waters Park will be impacted*
- *Roadway construction will negatively impact water quality*
- *Congestion impacts the response time for Police and Fire Rescue*



# Did we get Everything? New Ideas?

I Agree

I Can Live With It

I Disagree



# Public Comment



## Next Steps

- The project Team will revise the list per tonight's comments
- We will post a summary of the meeting and the updated list on the website
- We encourage you to share the information with your community – the presentation material is available on the website.
  - Remember the Sunshine Rules – you can share with your community but you cannot share with each other without noticing the meeting
- We will add any new comments received on-line, through email or by phone onto the list for your consideration at the next meeting
- **Happy Thanksgiving, Happy Hanukah** and we will see you on **December 17<sup>th</sup>!**



# COAT Roundtable

# SW 10th STREET

*What is your Vision?*

broward **MPO**  
metropolitan planning organization

