



City of
**DEERFIELD
BEACH**

To: Smart Growth America
Attn: Roger Millar, Vice President, Leadership Institute

Re: Technical Assistance Progress Report One
Complete Streets Workshop

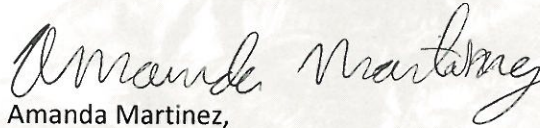
Dear Mr. Millar:

The City of Deerfield Beach was awarded technical assistance from Smart Growth America for creating and implementing Complete Streets policies in 2011. A Complete Streets workshop was conducted on February 16, 2012. The City received the next steps memo from Smart Growth America on March 26, 2012.

Since receiving the next steps memo, the City has taken several actions to begin creating Complete Streets policies, starting with designating myself as the City's Complete Streets Coordinator. The City has also been actively participating in the Broward County Complete Streets Initiative by attending monthly Technical Assistance Committee (TAC) meetings and reviewing draft chapters of the proposed Broward County Complete Streets Guidelines. These guidelines are expected to be adopted by Broward County by the end of June 2012 and available for all municipalities within Broward County to use as a guide to create their own Complete Streets policies.

Thanks to the technical assistance, we have already started creating our draft chapters of a Complete Streets Policy Document. In following the suggested actions from the next steps memo, we have created a staff committee to create the Complete Streets policies. The committee consists of all the Departments that will be involved with the implementation of Complete Streets, including, Planning, Fire Rescue, Engineering & Utilities, Landscape Architecture, Grounds Maintenance, and the City Manager's Office. The committee will also involve representatives from outside agencies involved with Complete Streets, such as Florida Department of Transportation (FDOT), Broward County and the Broward Metropolitan Planning Organization (MPO).

The Committee meets once a month to review the chapters of the proposed Broward County Complete Streets Guidelines. Each discipline reviews one chapter a month and makes suggestions on what should be changed or added to create a Complete Streets policy specific to the City. We have had one meeting and a second is scheduled for the month of June. We will continue this process until we have all the necessary chapters and a draft document to begin processing for approval by the City Commission.


Amanda Martinez,
Chief Planner-Current Planning

Mayor
Peggy Noland

Vice Mayor
Bill Ganz

Commissioners
Joseph P. Miller
Martin Popelsky
Ben Preston

City Manager
Burgess Hanson

