



CITY OF COCONUT CREEK CITY COMMISSION MINUTES

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

**Date: September 14, 2016
Time: 5:00 p.m.
Commission Workshop**

CALL TO ORDER

Mayor Belvedere called the meeting to order at 5:03 p.m.

PRESENT UPON ROLL CALL:

Mayor Mikkie Belvedere
Vice Mayor Joshua Rydell
Commissioner Lou Sarbone
Commissioner Rebecca A. Tooley
Commissioner Sandra L. Welch
City Manager Mary C. Blasi
City Attorney Terrill C. Pyburn
City Clerk Leslie Wallace May

Also present: Assistant City Attorney Eve Lewis

ANNUAL PERFORMANCE REVIEW OF CITY MANAGER

City Manager Blasi thanked the Commission and commented on the accomplishments and challenges of the City during the past year. She announced that she spoke with Broward County Commissioner Mark Bogen regarding the leachate agreement with Waste Management and noted that Broward County expected to reach an agreement with them in coming weeks that would require Waste Management to withdraw their deep well injection permit application with the Florida Department of Environmental Protection.

Commissioner Tooley stated that she gave City Manager Blasi all excellent ratings on the evaluation form. She asked to be informed when issues arise in her district. She noted City Manager Blasi's good foresight and said she was in favor of giving her a 5 percent pay increase.

Commissioner Welch commented on Ms. Blasi's many strengths and noted several key projects that she excelled on. She said that the Commission made a good hire in Ms. Blasi. She appreciates that Ms. Blasi is very proactive. Commissioner Welch was in favor of a 5 percent pay increase.

Commissioner Sarbone said that he rated Ms. Blasi as excellent throughout the evaluation form and supported approving a 5 percent pay increase. He commented that his communication with Ms. Blasi is positive and that the residents are happy.

Vice Mayor Rydell pointed out that he has served on the Commission for a year and thanked Ms. Blasi for being a good teacher in local government issues. He noted Ms. Blasi's devotion to the City and gave her all excellent ratings on the evaluation form. He recommended that the strategy packet Ms. Blasi created be added to the City's website for the residents. He supported a 5 percent pay increase.

Mayor Belvedere gave Ms. Blasi high ratings on the evaluation form and said to keep up the good work. She appreciates Ms. Blasi's communication and prompt response time on issues. Mayor Belvedere supported a 5 percent pay increase.

City Manager Blasi again thanked the Commission and attributed her success to the staff. City Attorney Pyburn shared her accolades of Ms. Blasi and said it was a pleasure to work with her. City Manager Blasi agreed that the strategy packet would be shared with the residents and added that the resident satisfaction survey would also be provided on the website. Discussion ensued regarding security cameras in City parks.

The consensus of the Commission was that all were in favor of a 5 percent pay increase.

STATE AND COUNTY ETHICS/PUBLIC RECORDS/SUNSHINE LAW TRAINING

City Attorney Pyburn gave a *PowerPoint* presentation covering State Ethics Code, Florida's Sunshine Law, Florida's Public Records Act, and the Broward County Ethics Ordinance. A copy of the presentation is included with the minutes.

During the State Ethics presentation, Ms. Pyburn reviewed the provisions and penalties of the State Ethics Code including gifts, misuse of position, conflicts of interest, insider deals, and voting conflicts. Ms. Pyburn discussed the three basic requirements of the Sunshine Law and emphasized that the law also applies to members of all public boards and committees. She noted several exemptions under the law and penalties for violations of the law. Discussion ensued regarding potential violations.

Under the Public records presentation, City Attorney Pyburn explained that Florida's Public Records Law is far-reaching and includes, but is not limited to, draft documents, emails and text messages relating to City business, and social media. She noted there are numerous exemptions under the law. Discussion ensued regarding reasonable and timely access to records. City Clerk May spoke about the training the City Clerk Department provided to front-line staff regarding Public Records Law. Discussion ensued regarding text messages. Assistant City Attorney Lewis commented that Commissioners could forward any City-related text messages to their City email, City Attorney's Office, or City Clerk's Office to preserve the messages.

Ms. Pyburn discussed that Broward County established the Office of the Inspector General (OIG) in 2010 to investigate misconduct and mismanagement in the County, and provided examples of recent OIG opinions. The presentation continued regarding Acceptance of Gifts, Outside Concurrent Employment, Lobbyists and Lobbying Activities including Registration, Honest Services, Solicitations and Receipt of Contributions, Campaign Contribution Fundraising, Procurement Selection Committees, Financial Disclosure, Advisory Opinions, and Training and Education Rules. Ms. Pyburn noted that there was a handout showing the requirements of the County Ethics Code and the State Ethics Code that would be distributed at the end of the presentation. The Commission asked that the handout be provided electronically.

ADJOURNMENT

The meeting was adjourned at 6:59 p.m.

Transcribed by Marianne Bowers

Leslie Wallace May, MMC
City Clerk

Dated