



## CITY OF COCONUT CREEK CITY COMMISSION MINUTES

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

**Date: October 26, 2017  
Time: 6:00 p.m.  
Workshop Meeting**

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### **CALL TO ORDER**

Mayor Tooley called the meeting to order at 6:04 p.m.

### **PRESENT UPON ROLL CALL:**

Mayor Rebecca A. Tooley  
Commissioner Lou Sarbone  
Commissioner Mikkie Belvedere  
Commissioner Sandra L. Welch  
City Attorney Terrill C. Pyburn  
City Clerk Leslie Wallace May

### **EXCUSED:**

Vice Mayor Joshua Rydell

Commissioner Sarbone asked for consensus to excuse Vice Mayor Rydell from the meeting, and consensus was given.

### **STATE AND COUNTY ETHICS/PUBLIC RECORDS/SUNSHINE LAW TRAINING**

City Attorney Pyburn gave a *PowerPoint* presentation covering the Broward County Code of Ethics, State Ethics Code, Florida's Sunshine Law, and Florida's Public Records Act. She reviewed the provisions of Broward County's Ethics Ordinance, including acceptance of gifts, lobbyists and lobbying activities, outside/concurrent employment, honest services, solicitation and receipt of contributions, campaign contribution fundraising, procurement selection committees, financial disclosure, advisory opinions, and training and education. City Attorney Pyburn spoke about the jurisdiction of the Broward County Office of the Inspector General and their responsibility to investigate misconduct and mismanagement.

During the State Ethics presentation, City Attorney Pyburn discussed the standards of conduct for public officers, including solicitation or acceptance of gifts, unauthorized compensation, conducting business with one's agency, misuse of public position, conflicting employment or contractual relationships, disclosure of information, voting conflicts, and penalties for violations.

City Attorney Pyburn reviewed the three basic requirements of the Sunshine Law, noting that meetings of public boards and commissions must be open to the public, they must be reasonably noticed, and minutes must be taken. She summarized the provisions of Florida's Public Records Act, explaining that public records are those that are made or received by an agency in connection with official city business, regardless of their form or means of transmission.

**ADJOURNMENT**

The meeting was adjourned at 7:03 p.m.

Transcribed by Marianne Bowers

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Leslie Wallace May, MMC  
City Clerk

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Dated