



## CITY OF COCONUT CREEK CITY COMMISSION WORKSHOP MINUTES

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

**Date: November 19, 2025  
Time: 6:00 p.m.  
Meeting No. 2025-1119WS**

### **CALL TO ORDER**

Mayor Jacqueline Railey called the meeting to order at 6:03 p.m.

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

Mayor Jacqueline Railey  
Commissioner Sandra L. Welch  
Commissioner John A. Brodie  
City Manager Sheila N. Rose  
City Attorney Terrill C. Pyburn  
City Clerk Joseph J. Kavanagh

Mayor Railey asked all to rise for the Pledge of Allegiance. She noted that the workshop was being conducted live with a quorum physically present.

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

Assistant City Attorney Cassandra Harvey, assisted by Law Clerk Laura Vargas Gallardo, Deputy City Attorney Kathy Mehaffey, and City Attorney Terrill Pyburn, presented on the following topics:

- State and County Ethics
  - Training Requirements
  - Misuse of Position
  - Charitable Solicitation – Private
  - Charitable Solicitation – Official
  - Campaign Contributions
  - Misuse of Campaign Funds
  - Voting Conflicts
  - Florida Commission on Ethics – Violations
  - Cone of Silence
  - Lobbying
  - Gifts/Contributions
  - Form Submittal
  - Penalties for Public Officers under State Code of Ethics
  - Broward County Office of the Inspector General (OIG)
    - Jurisdiction
    - Investigations
    - Findings of Probable Cause
    - Hearing Officer Authority
    - Violations
  - Safe Harbor Opinions
- Public Records Law – Chapter 119, Florida Statutes

- Sunshine Law – Section 286.011 Florida Statutes
  - Open Meetings
  - Recent Violations
  - Consequences
- Social Media
  - Applicability of Sunshine Law
  - Legal Issues
- Applicability of First Amendment
- Hot Topics in 2025
  - New Section 112.3131, Florida Statutes
  - Changes to Section 112.317
  - Florida Commission on Ethics Opinion 25-3 – lobbying
  - Broward Office of the Inspector General OIG 25-010M – gift disclosure

Assistant City Attorney Harvey made closing remarks, reminding the Commission of their role as elected officials and best practices. She encouraged that any additional questions be directed to the City Attorney's office.

## **ADJOURNMENT**

The meeting was adjourned at 8:11 p.m.

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Joseph J. Kavanagh, MMC  
City Clerk

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Date