

# COJ.NET SCAVENGER HUNT

Where would you find the following information on the City of Jacksonville website?

- ☐ Where can I complete the City Council Open Government survey?
- ☐ My dog "Lady" is lost. How can I determine if she has been found?
- ☐ Where can I find the meetings hosted by the Jacksonville City Council?
- ☐ I'd like to pay my parking ticket.
- ☐ My nonprofit agency is applying for a grant and we'd like a support letter from Mayor Curry.
- ☐ How do I sign up to be a vendor with the City of Jacksonville?

## AWARD WINNING WEBSITE DESIGN

### CITY WEBSITES:

- **City of Littleton, Colorado** (Overall Excellence) - [Littletongov.org](http://Littletongov.org)
- **City of Cody, WY** (Attractive, clean, visual, inviting, mega menus, and photos) - [cityofcody-wy.gov](http://cityofcody-wy.gov)
- **City of Claremore, OK** (Clean, colorful, minimal distractions, and simplistic) - [claremorecity.com](http://claremorecity.com)
- **James City County, VA** (Photos, typography, branding, and design) - [Jamescitycountyva.gov](http://Jamescitycountyva.gov)
- **Flagler County, FL** (Large home page photos, graphics, good use of social media links) - [flaglercounty.org](http://flaglercounty.org)
- **City of Denton, TX** (Modern, unique, and colorful; mobile friendly) - [cityofdenton.com](http://cityofdenton.com)
- **Lake County, IL** (Comprehensive, usability, resources; lot of information but not overwhelming) - [lakecountyil.gov](http://lakecountyil.gov)
- **City of Olathe, KS** (Layout, navigation, large images and sections, condensed, readable content) - [olatheks.org](http://olatheks.org)
- **City of Santa Clarita, CA** (Simple, events-driven - significant increase in use) - [santa-clarita.com](http://santa-clarita.com)

### OTHER WEBSITES:

- **Memphis International Airport** (Comprehensive resource for travelers and supports strong brand identity) - [Flymephis.com](http://Flymephis.com)
- **Federal Office of Child Support Enforcement** (Designed with mobile users in mind; responsive with clear navigation structure and tailored content for multiple users) - [Acf.hhs.gov/css](http://Acf.hhs.gov/css)
- **U.S. Department of Education - You for Youth** (Application of new icon's colors, curves, and modern look) - [Y4y.ed.gov](http://Y4y.ed.gov)
- **Montgomery County Maryland Public Schools - MCPS Budget 101** (High-level of transparency and decision-making in creating district's operating budget) - [Montgomeryschoolsmd.org/budget-101/index.html](http://Montgomeryschoolsmd.org/budget-101/index.html)
- **Missouri Department of Transportation** (Collaboration and information hub for transparency information - engaging and responsive) - [Modot.org/road2tomorrow](http://Modot.org/road2tomorrow)

*Sources: National Association of Government Communicators Awards 2017 and SAVVY Award Winners*



ONE CITY. ONE JACKSONVILLE.

## Upcoming Improvements

- Chamber Automation System – will replace City of Jacksonville Bill Search. City Council and committee, agenda, minutes, and bill search will be readily accessible from the same page.
- Vote Reporter – will allow the public to easily access Council Member vote records
- OnBase – will allow bills prior to 1999 to be accessible online.
- Granicus – will enable closed captioning on all City Council video meetings and integrate with the International Roll Call system to allow viewers to jump to specific sections of a video bills of interest are discussed.
- Digital Public Access Channel – will allow the public to watch City Council meetings live without the need for internet or cable.

[Bill Search](#)
[Public Notice Edit Screen](#)
[Web Slice Gallery](#)

# Meeting Agendas

City Council - Current Year

Agendas, Matters Pending, and Bill Summaries

City Council Minutes

## Council Committee Agendas - Current Year

Finance

Land Use & Zoning

Neighborhoods, Community Services, Public Health and Safety

Rules

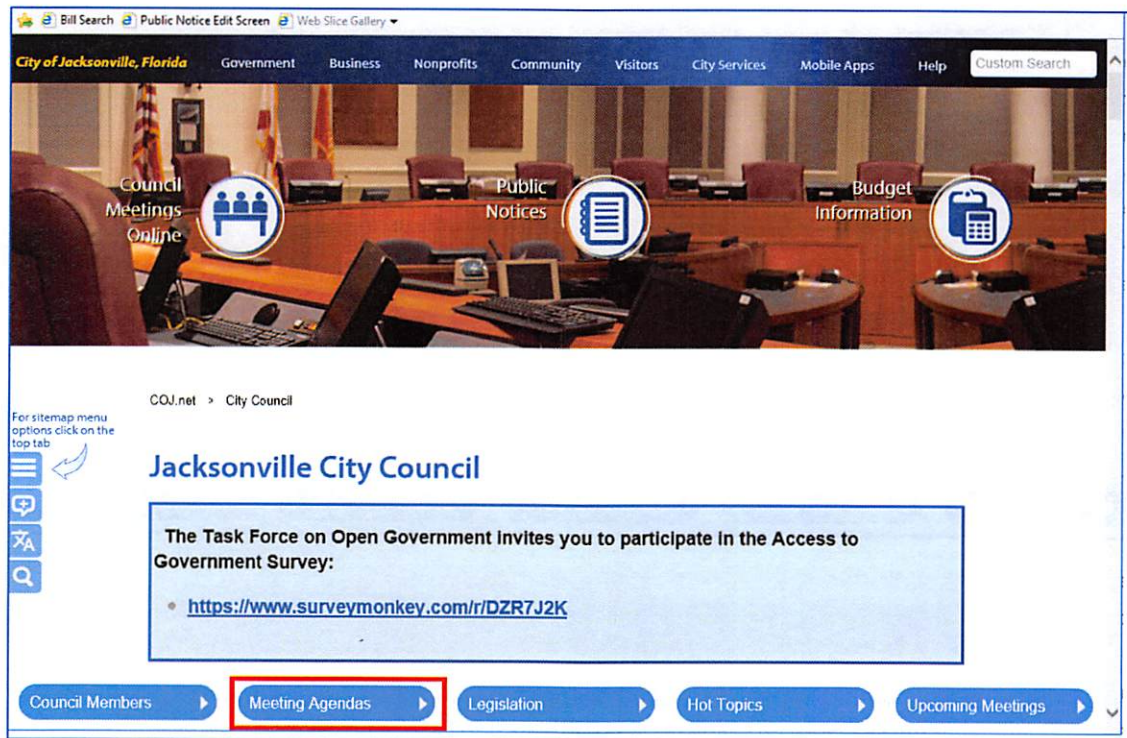
Transportation, Energy & Utilities

## Council Committee Agendas - Prior Years

2017	2016	2012	2008
2015	2011	2007	
2014	2010	2006	
2013	2009	2005	

[Council Members](#)
[Meeting Agendas](#)
[Legislation](#)
[Hot Topics](#)
[Upcoming Meetings](#)

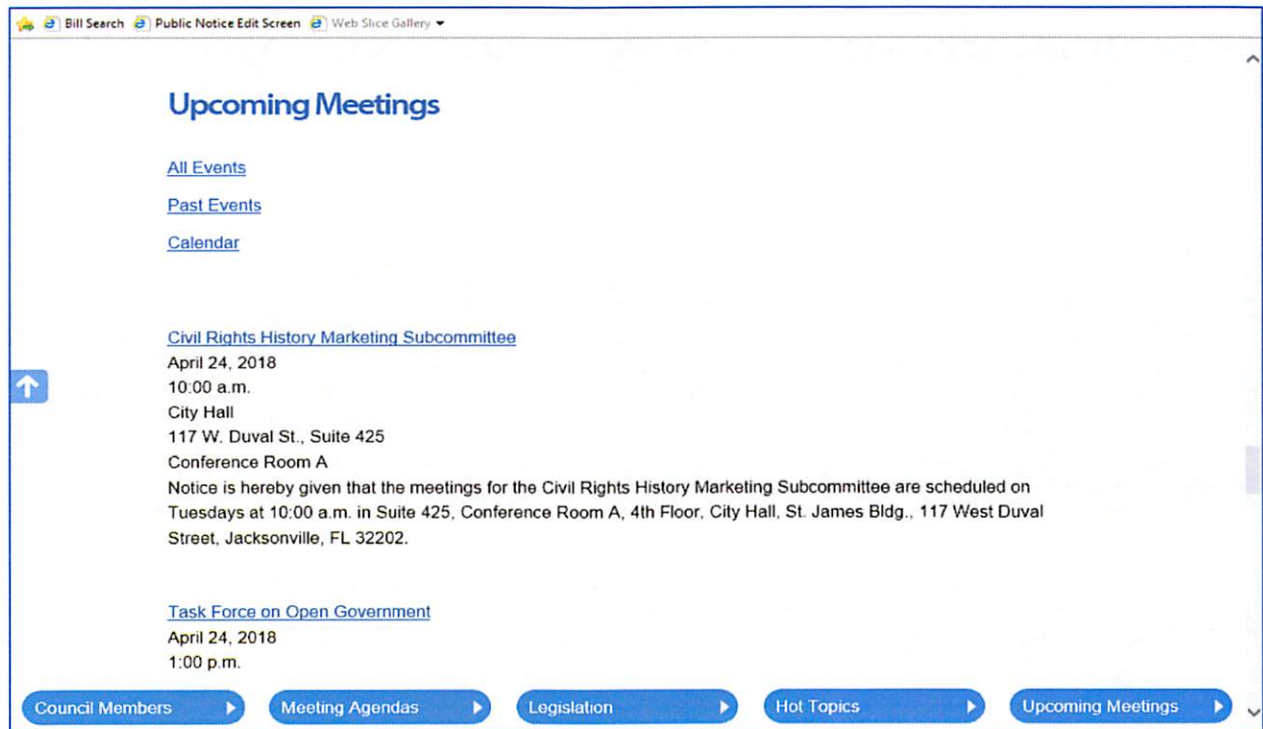
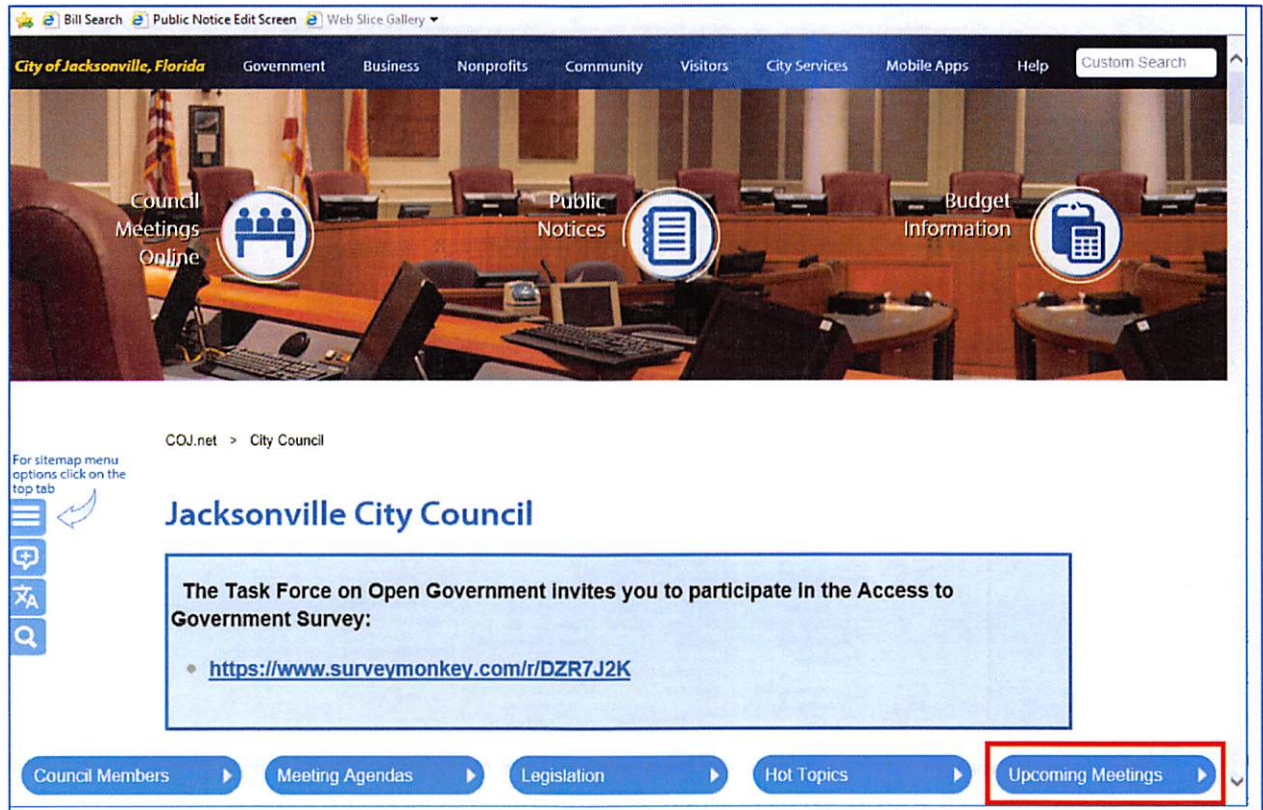
11. Committee agendas will show what action occurred at past committee meetings or what is scheduled to occur at the next committee meeting. Committee agendas are posted on the Friday of Council week and can be found on the City Council front page under “**Council Committee Agendas – Current Year**”.







10. The schedule for upcoming Council and Committee meetings can be found under **Upcoming Meetings**.




9. **Pending Legislation** will provide a list of all bills that are still in the legislative process. They will be listed as "Ready for Council" or "In Committee" under **Status**. The **Committee** section will indicate which standing committees the bill has been assigned to. The scheduled Public Hearings will be listed under the **Title** section for each bill.



## CITY COUNCIL BILL SEARCH

CITY of JACKSONVILLE, FL



Show bills: [Introduced in last 3 weeks.](#) [Ready for Council](#) [Pending Legislation](#)

Please enter search criteria in any or all of the following fields:

Bill Year:  Bill Number:  Type:  Keyword:  (One word or

[Reset Search](#)

Fast Track Economic Development Legislation

CommitteeFT = Fast Track Economic Development Legislation

[Click HERE to view all Fast Track Legislation](#)

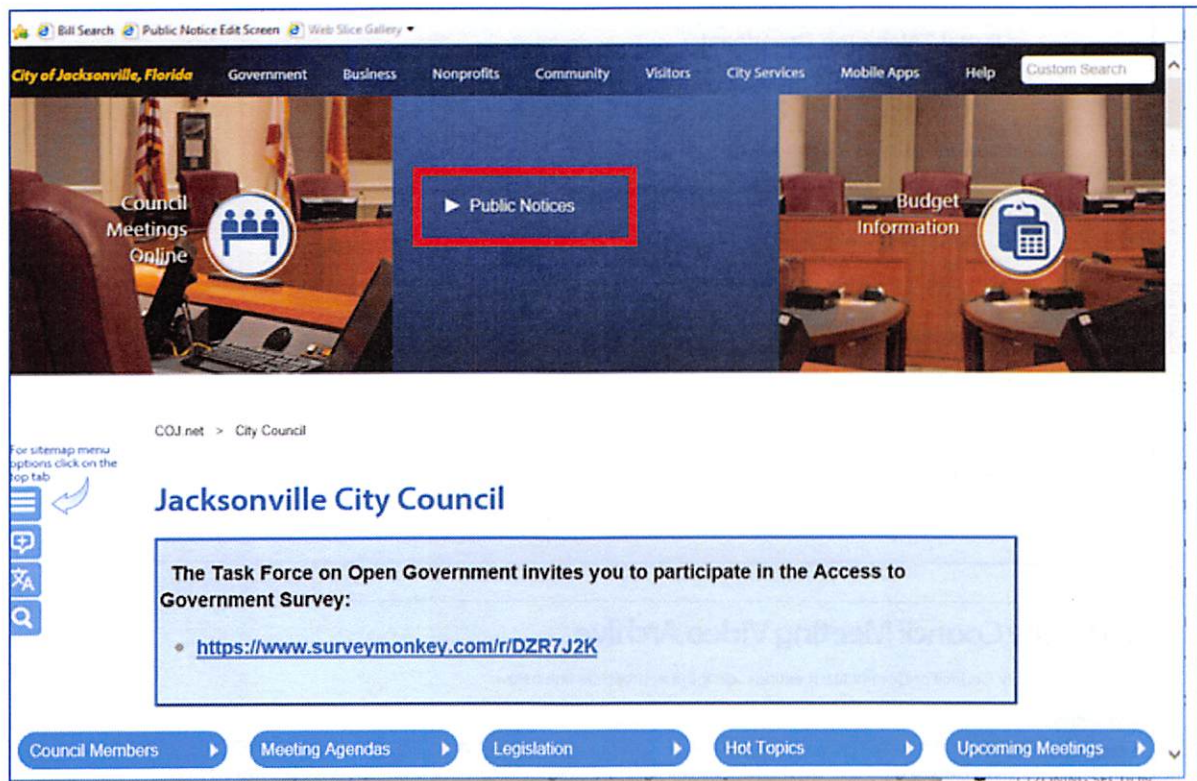
Type	Bill #	Title	Date Introduced	Status	Committee
O	<a href="#">2016-0095</a>	ORD-MC Amend Chapt 656 (Zoning Code), Creating New Sec 656.423 (Fencing along Public Streets & Rights-of-Ways) to Require that Fence Panels be Installed such that the Finished Side Faces Public Streets & R/W. (Teal) (Introduced by CM Carter) (CPAC #5 Deny) (CPAC #6 Apv) LUZ PH - 4/5/16, 5/3/16, 6/7/16, 6/21/16, 7/19/16, 8/2/16, 8/16/16, 9/7/16, 9/20/16, 10/18/16, 11/1/16, 11/15/16, 12/6/16, 1/4/17, 1/18/17, 2/7/17, 2/22/17, 3/7/17, 3/21/17, 4/4/17, 4/18/17, 5/2/17, 5/16/17, 6/6/17, 6/20/17, 7/18/17, 8/1/17, 8/15/17, 9/6/17, 9/19/17, 10/3/17, 10/17/17, 11/7/17, 11/21/17, 12/5/17, 1/4/18, 1/17/18, 2/6/18, 2/21/18, 3/6/18, 3/20/18, 4/3/18, 4/17/18, 5/1/18 Public Hearing Pursuant to Chapt 166, F.S. & CR 3.601 - 2/23/16, 3/22/16	2/9/2016	In Committee	<a href="#">LUZ</a>



COUNCIL MEETING				
MEETINGS • COUNCIL MEETINGS • COUNCIL MEETING DOCUMENTS • CITY COUNCIL HOME PAGE				
<div> <div>SEARCH FOR</div> <div>hens</div> <div>SEARCH</div> </div>				
<div> <div>MEETING DATE</div> <div>Meeting Initiator</div> <div>ALL</div> <div>FILTER</div> </div>				
<div> <div>MEETING DATE</div> <div>MEETING TITLE</div> <div>MEETING TIME</div> <div>MEETING INITIATOR</div> <div>DATE CHANGED</div> <div>DATE POSTED</div> </div>				
3/13/2018	Renew Arlington CRA Board Mtg (Immed Follow Agenda)	4:00 PM	Michelle Stephens	3/12/2018
3/13/2018	JIA CRA Agency Board Mtg (Immed Follow Agenda)	4:00 PM	Michelle Stephens	3/12/2018
12/12/2017	CRA King South Crossing Board Meeting	2:00 PM	Michelle Stephens	12/12/2017
3/29/2017	JIA Community Redevelopment Agency Meeting	9:00am	Michelle Stephens	4/14/2017
1/24/2017	CRA Board Meeting KingSouth Crossing CommRader	4:30 PM	Michelle Stephens	1/24/2017
8/23/2016	DORB Nominating Committee Meeting	1:00 PM	Michelle Stephens	8/23/2016
1/14/2016	Cancelled NE Regional Transportation Commission	4:00 PM	Joe Stephenson	1/3/2017
5/27/2015	NE FL Regional Transportation Comm Mtg	1:30 PM	Joe Stephenson	5/18/2015
4/22/2015	NE Florida Regional Transportation Comm Mtg	1:30 PM	Joe Stephenson	4/14/2015
10/2/2014	Downtown Development Review Board	2:00 PM	Michelle Stephens	10/1/2014
9/11/2014	Downtown Development Review Board Notice	2:00 PM	Michelle Stephens	8/12/2014
9/11/2014	Downtown Development Review Board Notice	2:00 PM	Michelle Stephens	9/9/2014
8/21/2014	DORB Nominating Committee Public Meeting Notice	4:00 PM	Michelle Stephens	8/12/2014
8/7/2014	Downtown Development Review Board	2:00 PM	Michelle Stephens	7/31/2014
7/3/2014	Downtown Development Review Board	2:00 PM	Michelle Stephens	6/25/2014
6/5/2014	Downtown Development Review Board (DORB)	2:00 PM	Michelle Stephens	7/2/2014
6/11/2013	Notice Redman Carter Hens Meeting	3:00 PM	Redman	6/14/2013
4/23/2013	Notice Redman Carter Hens Mtg	2:30 PM	Redman	4/26/2013
11/8/2007	Notice - JEDC Meeting	9:00 AM	Michelle Stephens	11/6/2007
10/26/2007	Notice - FCAPA Symposium	9:00 AM	Michelle Stephens	5/21/2008
10/25/2007	Meeting Notice-Downtown Development Review Board	2:00 PM	Michelle Stephens	10/16/2007



8. There may have been additional meetings that occurred outside the standing committees. Navigate to **Public Notices**. Search underneath “**Meetings**” to check if other meetings occurred on the topic.



Bill Search Public Notice Edit Screen Web Slice Gallery

LUZ Committee	1st & 3rd Tuesday	5:00 p.m.
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The meeting schedule shown above is subject to change. Please verify the date and time of upcoming meetings via the City Council [web calendar](#).

### Digital Television Broadcast

[Digital Television Broadcast Schedule.pdf](#) (10k)

### Past Meetings - Video Archive

To view past City Council or Committee meetings, click the appropriate YEAR link below:

- [2018 Meeting Video](#)
- [2017 Meeting Video](#)
- [2016 Meeting Video](#)
- [2015 Meeting Video](#)
- [2014 Meeting Video](#)
- [2013 Meeting Video](#)
- [2012 Meeting Video](#)
- [2011 Meeting Video](#)
- [2010 Meeting Video](#)
- [2009 Meeting Video](#)

### DVD/CD Request

To request a DVD or CD copy of a meeting records please contact the Legislative Services Division at (904) 630-1404.

## 2013 City Council Meeting Video Archive

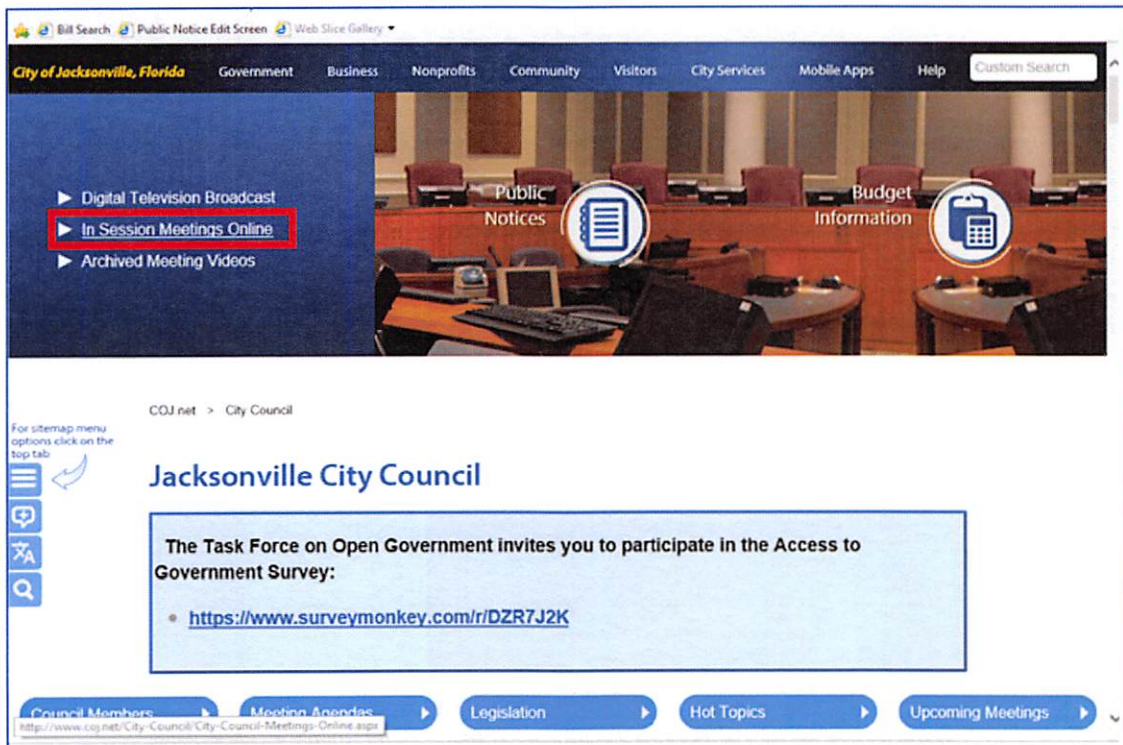
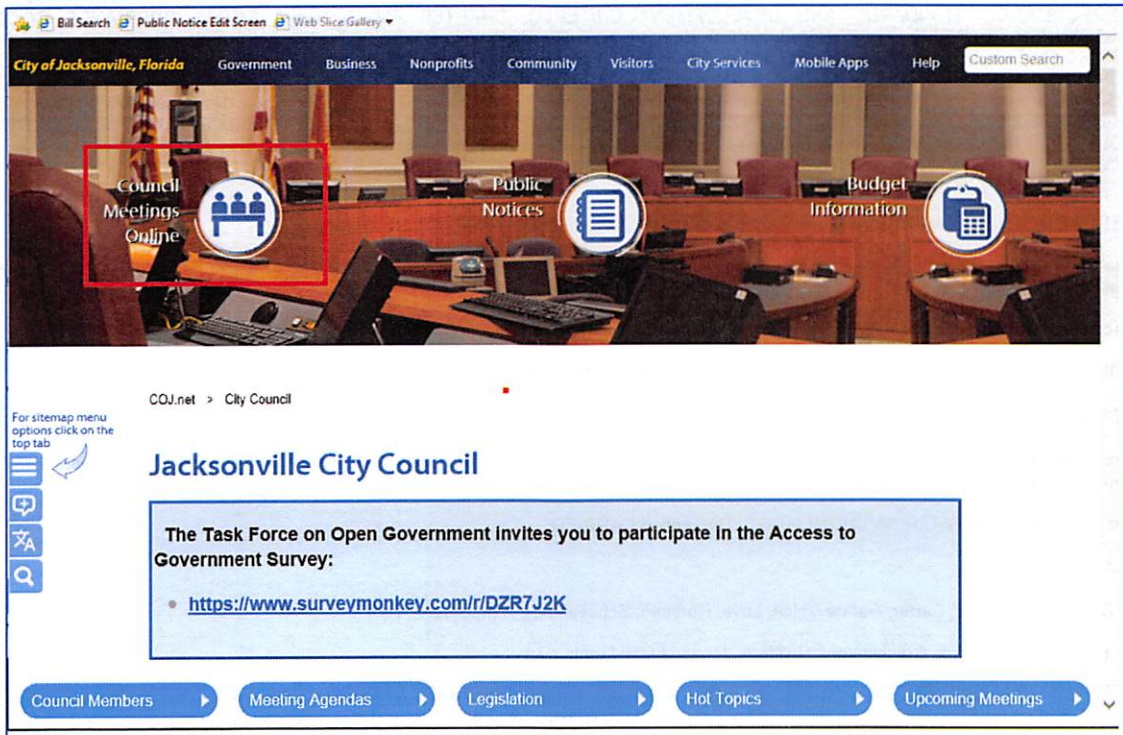
To view 2013 City Council or Committee meetings, click the appropriate link below:

[City Council](#)  
[Finance Committee](#)  
[Land Use & Zoning Committee](#)  
[Public Health & Safety Committee](#)  
[Recreation & Community Development Committee](#)  
[Rules Committee](#)  
[Transportation, Energy & Utilities Committee](#)  
[Personnel / Executive Committee](#)  
[Special Committee - Context Sensitive Streets](#)  
[Special Committee - Courthouse Oversight](#)  
[Special Committee - Jacksonville's Neighborhood Blight](#)  
[Special Committee - Metro & Urban Parks](#)  
[Special Committee - Reorganization Review](#)  
[Special Committee - Solid Waste](#)  
[Task Force on Consolidated Government](#)

City Council	
December 10, 2013	<ul style="list-style-type: none"> <li>• <a href="#">Meeting Video</a></li> </ul>
November 26, 2013	<ul style="list-style-type: none"> <li>• <a href="#">Meeting Video</a></li> </ul>
November 12, 2013	<ul style="list-style-type: none"> <li>• <a href="#">Meeting Video</a></li> <li>• <a href="#">Committee as a Whole Meeting Video</a> - Regarding 2013-694 authorizing Amendment #12 with the Jacksonville Jaguars, LLC.</li> </ul>



7. Archived committee and council videos can be accessed from **Council Meetings Online** in order to hear the discussion leading up to a final vote.



73. **2013-415** AN ORDINANCE AMENDING SECTION 656.401(A)(3), PART 4 (SUPPLEMENTARY REGULATIONS), SUBPART A (PERFORMANCE STANDARDS AND DEVELOPMENT CRITERIA), CHAPTER 656 (ZONING CODE), ORDINANCE CODE, TO DISTINGUISH BETWEEN CHICKENS ALLOWED IN AGR AND RR ZONINGS DISTRICTS AND CHICKENS IN OTHER RESIDENTIAL ZONING DISTRICTS; CREATING A NEW 656.401 SUBSECTION (LL), ENTITLED CHICKENS (GALLUS DOMESTICUS) IN RESIDENTIAL ZONING DISTRICTS (OTHER THAN AGR AND RR ACRE), REGARDING THE KEEPING OF CHICKENS IN RESIDENTIAL ZONING DISTRICTS SUBJECT TO REQUIRED PERFORMANCE STANDARDS; AMENDING CHAPTER 462 (ANIMALS), PART 1 (GENERAL), SECTION 462.102 (DEFINITIONS,) TO REMOVE CHICKENS PERMITTED UNDER SECTION 656.401(LL) FROM THE DEFINITION OF POULTRY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; 6/23/2013 - Introduced; LUZ; 7/23/2013 - Read 2nd & Rereferred; LUZ; 8/13/2013 - PH Addnl 8/27/13; 8/27/2013 - PH Contd 9/10/13; 9/10/2013 - PH Contd 9/24/13; 9/24/2013 - PH Contd 10/8/13; 10/8/2013 - PH Contd 10/22/13; 10/22/2013 - PH SUBSTITUTED/Rereferred; LUZ

REPORT OF THE COMMITTEE ON LAND USE & ZONING: November 05, 2013

The Chair OPENED the Public Hearing and extended the Privilege of the Floor to anyone in the audience desiring to address the Committee. The Chair CLOSED the Public Hearing.

Recommend to AMEND and APPROVE.

COUNCIL MEMBERS - Bishop, Boyer, Holt, Love, Redman, Schellenberg, ( 6 )

REPORT OF COUNCIL: November 12, 2013

The Chair OPENED the Public Hearing and extended the Privilege of the Floor to anyone in the audience desiring to address the Council. The Chair CLOSED the Public Hearing.

The Floor Leader moved the AMENDMENT(S). The motion CARRIED.


Roll Call was ordered

AYES - Bishop, Boyer, Carter, Gaffney, Holt, Love, Redman, Schellenberg, Yarborough, ( 9 )


NAYS - Anderson, Clark, Crescimbeni, Gulliford, Jones, Joost, Lumb, ( 7 )



[Bill Search](#)
[Public Notice Edit Screen](#)
[Web Slice Gallery](#)



DIRECTORY OF COUNCIL & COMMITTEE AGENDAS & VOTES  
 CITY of JACKSONVILLE, FL



## City of Jacksonville

### 2013 Council and Committee Agendas


**City Council - 2013 Year**

[Agendas, Matters Pending, and Bill Summaries](#)  
[City Council Minutes](#)


**Council Committee Agendas - Current Year**

<a href="#">Recreation &amp; Community Development</a> <a href="#">Finance</a> <a href="#">Public Health &amp; Safety</a>	<a href="#">Land Use &amp; Zoning</a> <a href="#">Rules</a> <a href="#">Transportation, Energy &amp; Utilities</a>
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[Bill Search](#)
[Public Notice Edit Screen](#)
[Web Slice Gallery](#)



CITY COUNCIL MINUTES  
 CITY of JACKSONVILLE, FL

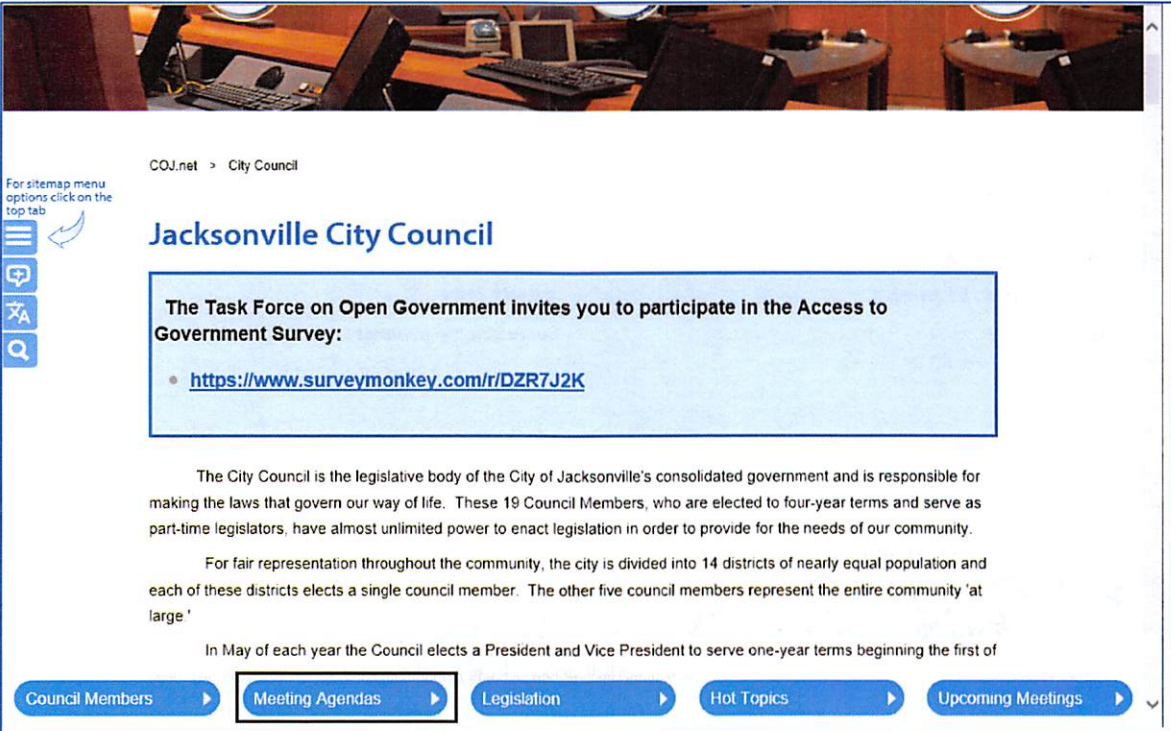


## Jacksonville City Council

### 2013 City Council Minutes

[Public-Comments-December-10-13](#)  
[December-10-13-LSD-Minutes.mh](#)  
[November-26-13-LSD-Minutes](#)  
[Public-Comments-November-12-13](#)  
[November-12-13-LSD-Minutes](#)  
[Public-Comments-October-22-13](#)  
[October-22-13-LSD-Minutes](#)  
[October-8-13-LSD-Minutes](#)  
[Public-Comments-10-22-13](#)  
[Public-Comments-October-8-13](#)  
[Public-Comments-September-24-13](#)  
[September-24-13-LSD-Minutes](#)  
[Public-Comments-9-10-13](#)  
[September-10-13](#)  
[August-13-13-LSD-Minutes](#)  
[Public-Comments-8-13-13](#)  
[July-23-13-LSD-Minutes](#)  
[Public-Comments-7-23-13](#)  
[June-25-13-LSD-Minutes](#)  
[Public-Comments-June-25-13](#)  
[June-11-13](#)

- To see committee and council vote records for the bill, open the City Council minutes for the date the bill was passed (Council minutes can be found under **Meeting Agendas** on the City Council front page). Search for the bill number using CTRL + F.



COJ.net > City Council

## Jacksonville City Council

**The Task Force on Open Government invites you to participate in the Access to Government Survey:**

- <https://www.surveymonkey.com/r/DZR7J2K>

The City Council is the legislative body of the City of Jacksonville's consolidated government and is responsible for making the laws that govern our way of life. These 19 Council Members, who are elected to four-year terms and serve as part-time legislators, have almost unlimited power to enact legislation in order to provide for the needs of our community.

For fair representation throughout the community, the city is divided into 14 districts of nearly equal population and each of these districts elects a single council member. The other five council members represent the entire community 'at large.'

In May of each year the Council elects a President and Vice President to serve one-year terms beginning the first of

[Council Members](#) [Meeting Agendas](#) [Legislation](#) [Hot Topics](#) [Upcoming Meetings](#)



Bill Search Public Notice Edit Screen Web Slice Gallery

## Meeting Agendas

*City Council - Current Year*

[Agendas, Matters Pending, and Bill Summaries](#)

[City Council Minutes](#)

*Council Committee Agendas - Current Year*

[Finance](#)

[Land Use & Zoning](#)

[Neighborhoods, Community Services, Public Health and Safety](#)

[Rules](#)


[Transportation, Energy & Utilities](#)

*Council Committee Agendas - Prior Years*

<a href="#">2017</a>	<a href="#">2016</a>	<a href="#">2012</a>	<a href="#">2008</a>
	<a href="#">2015</a>	<a href="#">2011</a>	<a href="#">2007</a>
	<a href="#">2014</a>	<a href="#">2010</a>	<a href="#">2006</a>
	<a href="#">2013</a>	<a href="#">2009</a>	<a href="#">2005</a>

[Council Members](#) [Meeting Agendas](#) [Legislation](#) [Hot Topics](#) [Upcoming Meetings](#)

5. The final date listed on the **Current Text** document will indicate when the bill was passed by City Council.

	Substituted & Referred 10/22/13
	Amended x 3 11/12/13
1	Introduced by Council Members Carter and Redman and substituted and
2	amended by the Land Use and Zoning Committee and amended twice on
3	the floor of Council:
4	
5	Attaché
6	ORDINANCE 2013-415-E
7	AN ORDINANCE CREATING A PILOT PROGRAM FOR
8	PERMITTING BACKYARD HENS IN CERTAIN
9	RESIDENTIAL DISTRICTS SUBJECT TO A ONE TIME
10	FEE OF \$25; LIMITING THE NUMBER OF PERMITS
11	ISSUED UNDER THE PILOT PROGRAM TO 300;
12	PROVIDING EXEMPTION FOR IDENTIFIED
13	NEIGHBORHOODS; PROVIDING FOR A SUNSETTING OF
14	THE PILOT PROGRAM AFTER TWO YEARS; PROVIDING
15	FOR EVALUATION AND REPORTING OF THE PILOT
16	PROGRAM BY MUNICIPAL CODE AND COMPLIANCE AFTER
17	EIGHTEEN MONTHS; PROVIDING FOR SEVERABILITY;
18	PROVIDING AN EFFECTIVE DATE.



4. The **Status** indicates where the bill is at in the legislative cycle. Enacted, adopted, or withdrawn under status indicates a bill has passed City Council. Click on the bill to review the legislative documents.

Type	Bill #	Title	Date Introduced	Status	Committee
O	<a href="#">2013-0415</a>	ORD Creating a Pilot Prog to Permit Backyard Hens in Residential Dists & a 1-Time Fee of \$25; Limit Prog to 300 Permits; Provide Exemption for Certain Neighborhoods & Sunset Prog after 2 Yrs. (Introduced by CM Carter & Redman) (PD Deny, PC Am/ Apv) (GA/B CPAC req to Deny) LUZ PH Pursuant to Sec 656.123 - 8/20/13, 9/4/13, 9/17/13, 10/1/13, 10/15/13 & 11/5/13 Public Hearing Pursuant to Sec 166.041(3)(c)(2) - 8/13/13 & 8/27/13, 9/10/13, 9/24/13, 10/8/13, 10/22/13 & 11/12/13	6/25/2013	Enacted	
O	<a href="#">2015-0337</a>	ORD-MC Amend Chapt 656 (Zoning Code), Ord Code, Creating New Sec 656.421, to Etab a Permanent Process for Permitting Backyard Hens in certain Residential Dists with a One Time Fee of \$25; Provide for Sunset of Pilot Prog; Provide that Existing Permits Remain Valid; Designate Oversight by Planning & Dev Dept. (Johnston) (Introduced by CM Carter) (Sponsored by CM Redman) (PD & PC Apv) LUZ PH - 6/16/15 Public Hearing Pursuant to Chapt 166.041(3)(c)(2), F.S. & CR 3.601 - 6/9/15 & 6/23/15	5/12/2015	Enacted	



## CITY COUNCIL BILL SEARCH

CITY of JACKSONVILLE, FL



Documents Types for Bill 2013-0415 ([Click to return to Bill Search](#))

Name	Date Created	Last modified	Size
<a href="#">Substitutes</a>	6/19/2013 5:14:39 PM	10/23/2013 11:20:43 AM	51.7 kb
<a href="#">Reports</a>	6/19/2013 5:14:39 PM	10/31/2013 3:20:23 PM	1493.9 kb
<a href="#">Original Text</a>	6/19/2013 5:14:39 PM	11/8/2013 12:45:53 PM	51.7 kb
<a href="#">Current Text</a>	6/19/2013 5:14:39 PM	5/12/2015 4:54:35 PM	631.3 kb
<a href="#">Bill Summary</a>	6/19/2013 5:14:39 PM	6/27/2013 9:41:40 AM	84.5 kb
<a href="#">Amendments</a>	6/19/2013 5:14:39 PM	11/15/2013 3:41:20 PM	493.6 kb



2. Enter a keyword or phrase of interest, for example: "backyard hens"

## CITY COUNCIL BILL SEARCH

CITY of JACKSONVILLE, FL

Show bills: [Introduced in last 3 weeks](#)   [Ready for Council](#)   [Pending Legislation](#)

Please enter search criteria in any or all of the following fields:

Bill Year:  Bill Number:  Type:  Keyword:  (One word or Exact Phrase)

  [Reset Search](#)

Fast Track Economic Development Legislation

CommitteeFT = Fast Track Economic Development Legislation

[Click HERE to view all Fast Track Legislation](#)

3. Review the list of returned bills and select the correct bill of interest.

## CITY COUNCIL BILL SEARCH

CITY of JACKSONVILLE, FL

### City of Jacksonville Bill Search

Show bills: [Introduced in last 3 weeks](#)   [Ready for Council](#)   [Pending Legislation](#)

Please enter search criteria in any or all of the following fields:

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  [Reset Search](#)

Fast Track Economic Development Legislation

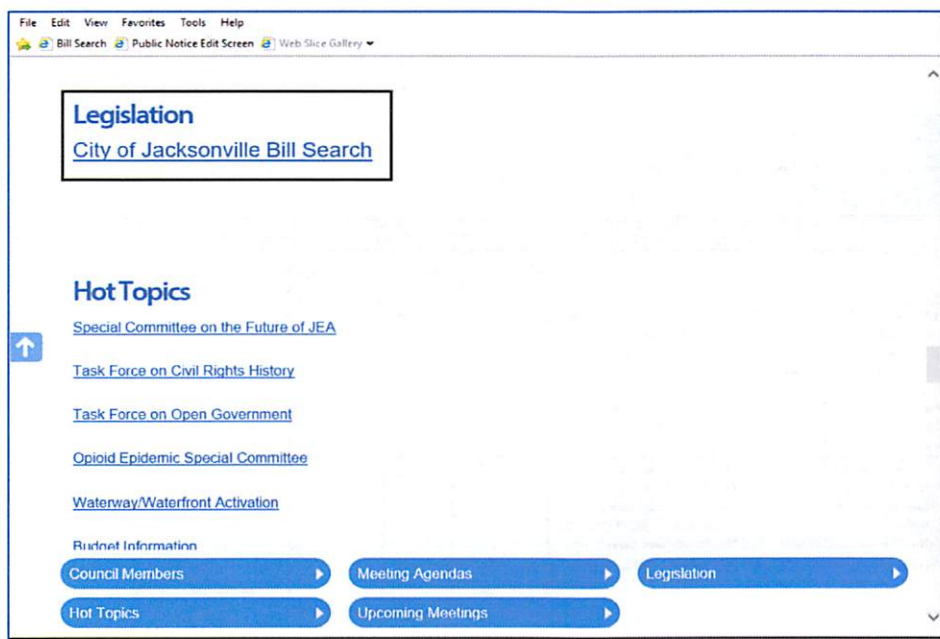
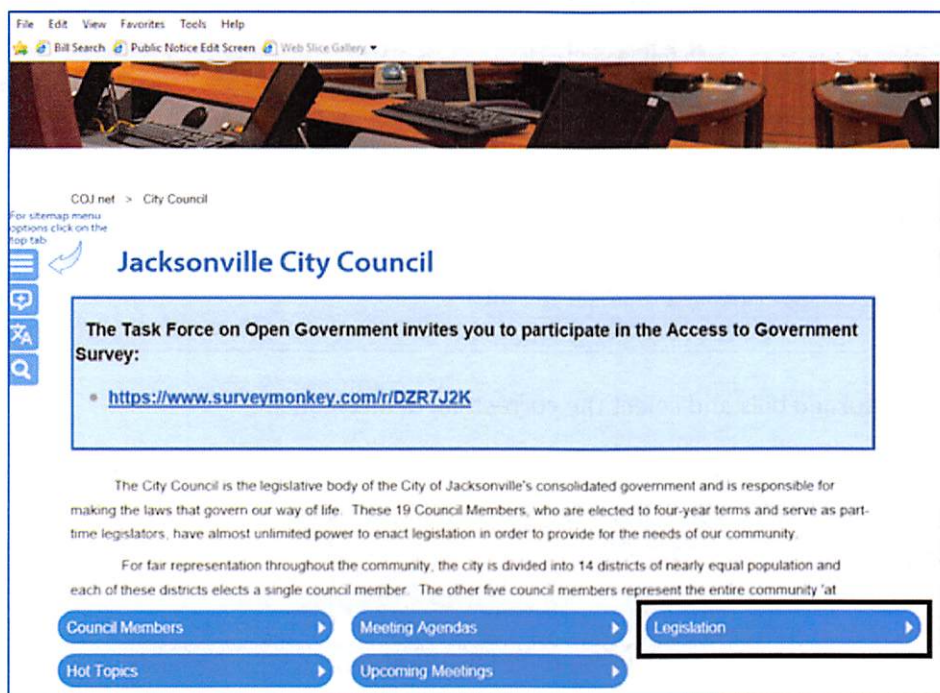
CommitteeFT = Fast Track Economic Development Legislation

[Click HERE to view all Fast Track Legislation](#)

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## Navigating the City of Jacksonville Legislative Process Online

1. Generally the first step in finding out information regarding a bill of interest is to determine a bill number. To do so, begin by scrolling to **City of Jacksonville Bill Search** under **Legislation** on the City Council front page.



## *Transparency In Action*

City Council provides a variety of resources to help the public access and become involved in the legislative process

- Public Notices & City Council's Upcoming Events page – to get information on upcoming City Council meetings, committee meetings and other noticed meetings and events.
- Council Committees, Boards & Commissions - View webpages for standing, special, ad hoc, and past committee pages.
- City Council Email - View the internal email received by the "Council as a Whole" for the last two weeks.
- Watch Live City Council Meetings Online
- Access Past Meetings through the video archive
- Agendas, Matters Pending and Minutes - View City Council meeting agendas and minutes
- Bill Search & Ordinance Code - Search for bills and legislation
- City of Jacksonville Ordinance Code – Search for local laws
- Budget Information - View notices, Handouts, Minutes and Video of all meetings of the Council regarding the budget process.
- Lobbyist Registry - View the Lobbyist Registry for the City
- Gift Disclosure Registry - View the Jacksonville City Council Gift Disclosure Registry
- Sunshine Training - View Council Member Sunshine Training compliance.

length of the attorney-client session and the names of the persons attending. At the conclusion of the attorney-client session, the meeting shall be reopened, and the person chairing the meeting shall announce the termination of the session.

(e) The transcript shall be made part of the public record upon conclusion of the litigation.

History.—s. 1, ch. 67-356; s. 159, ch. 71-136; s. 1, ch. 78-365; s. 6, ch. 85-301; s. 33, ch. 91-224; s. 1, ch. 93-232; s. 210, ch. 95-148; s. 1, ch. 95-353; s. 2, ch. 2012-25.



provided, that in any case where the board or commission seeks the advice of its attorney and such advice is followed, no such fees shall be assessed against the individual member or members of the board or commission. However, this subsection shall not apply to a state attorney or his or her duly authorized assistants or any officer charged with enforcing the provisions of this section.

(5) Whenever any board or commission of any state agency or authority or any agency or authority of any county, municipal corporation, or political subdivision appeals any court order which has found said board, commission, agency, or authority to have violated this section, and such order is affirmed, the court shall assess a reasonable attorney's fee for the appeal against such board, commission, agency, or authority. Any fees so assessed may be assessed against the individual member or members of such board or commission; provided, that in any case where the board or commission seeks the advice of its attorney and such advice is followed, no such fees shall be assessed against the individual member or members of the board or commission.

(6) All persons subject to subsection (1) are prohibited from holding meetings at any facility or location which discriminates on the basis of sex, age, race, creed, color, origin, or economic status or which operates in such a manner as to unreasonably restrict public access to such a facility.

(7) Whenever any member of any board or commission of any state agency or authority or any agency or authority of any county, municipal corporation, or political subdivision is charged with a violation of this section and is subsequently acquitted, the board or commission is authorized to reimburse said member for any portion of his or her reasonable attorney's fees.

(8) Notwithstanding the provisions of subsection (1), any board or commission of any state agency or authority or any agency or authority of any county, municipal corporation, or political subdivision, and the chief administrative or executive officer of the governmental entity, may meet in private with the entity's attorney to discuss pending litigation to which the entity is presently a party before a court or administrative agency, provided that the following conditions are met:

(a) The entity's attorney shall advise the entity at a public meeting that he or she desires advice concerning the litigation.

(b) The subject matter of the meeting shall be confined to settlement negotiations or strategy sessions related to litigation expenditures.

(c) The entire session shall be recorded by a certified court reporter. The reporter shall record the times of commencement and termination of the session, all discussion and proceedings, the names of all persons present at any time, and the names of all persons speaking. No portion of the session shall be off the record. The court reporter's notes shall be fully transcribed and filed with the entity's clerk within a reasonable time after the meeting.

(d) The entity shall give reasonable public notice of the time and date of the attorney-client session and the names of persons who will be attending the session. The session shall commence at an open meeting at which the persons chairing the meeting shall announce the commencement and estimated

The 2017 Florida Statutes

Title XIX

PUBLIC BUSINESS

Chapter 286

PUBLIC BUSINESS: MISCELLANEOUS PROVISIONS

286.011 Public meetings and records; public inspection; criminal and civil penalties.—

- (1) All meetings of any board or commission of any state agency or authority or of any agency or authority of any county, municipal corporation, or political subdivision, except as otherwise provided in the Constitution, including meetings with or attended by any person elected to such board or commission, but who has not yet taken office, at which official acts are to be taken are declared to be public meetings open to the public at all times, and no resolution, rule, or formal action shall be considered binding except as taken or made at such meeting. The board or commission must provide reasonable notice of all such meetings.
- (2) The minutes of a meeting of any such board or commission of any such state agency or authority shall be promptly recorded, and such records shall be open to public inspection. The circuit courts of this state shall have jurisdiction to issue injunctions to enforce the purposes of this section upon application by any citizen of this state.
- (3)(a) Any public officer who violates any provision of this section is guilty of a noncriminal infraction, punishable by fine not exceeding \$500.
- (b) Any person who is a member of a board or commission or of any state agency or authority of any county, municipal corporation, or political subdivision who knowingly violates the provisions of this section by attending a meeting not held in accordance with the provisions hereof is guilty of a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.
- (c) Conduct which occurs outside the state which would constitute a knowing violation of this section is a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.
- (4) Whenever an action has been filed against any board or commission of any state agency or authority or any agency or authority of any county, municipal corporation, or political subdivision to enforce the provisions of this section or to invalidate the actions of any such board, commission, agency, or authority, which action was taken in violation of this section, and the court determines that the defendant or defendants to such action acted in violation of this section, the court shall assess a reasonable attorney's fee against such agency, and may assess a reasonable attorney's fee against the individual filing such an action if the court finds it was filed in bad faith or was frivolous. Any fees so assessed may be assessed against the individual member or members of such board or commission;

(f) Each agency that maintains a public record in an electronic recordkeeping system shall provide to any person, pursuant to this chapter, a copy of any public record in that system which is not exempted by law from public disclosure. An agency must provide a copy of the record in the medium requested if the agency maintains the record in that medium, and the agency may charge a fee in accordance with this chapter. For the purpose of satisfying a public records request, the fee to be charged by an agency if it elects to provide a copy of a public record in a medium not routinely used by the agency, or if it elects to compile information not routinely developed or maintained by the agency or that requires a substantial amount of manipulation or programming, must be in accordance with s. 119.07(4).

(3) If public funds are expended by an agency in payment of dues or membership contributions for any person, corporation, foundation, trust, association, group, or other organization, all the financial, business, and membership records of that person, corporation, foundation, trust, association, group, or other organization which pertain to the public agency are public records and subject to the provisions of s. 119.07.

History.—s. 1, ch. 5942, 1909; RGS 424; CGL 490; s. 1, ch. 73-98; s. 2, ch. 75-225; s. 2, ch. 83-286; s. 4, ch. 86-163; ss. 1, 5, ch. 95-296; s. 2, ch. 2004-335; s. 1, ch. 2005-251.

## The 2017 Florida Statutes

### Title X

#### PUBLIC OFFICERS, EMPLOYEES, AND RECORDS

##### Chapter 119

##### PUBLIC RECORDS

[View Entire Chapter](#)

#### CHAPTER 119

##### PUBLIC RECORDS

##### 119.01 General state policy on public records.—

- (1) It is the policy of this state that all state, county, and municipal records are open for personal inspection and copying by any person. Providing access to public records is a duty of each agency.
- (2)(a) Automation of public records must not erode the right of access to those records. As each agency increases its use of and dependence on electronic recordkeeping, each agency must provide reasonable public access to records electronically maintained and must ensure that exempt or confidential records are not disclosed except as otherwise permitted by law.
- (b) When designing or acquiring an electronic recordkeeping system, an agency must consider whether such system is capable of providing data in some common format such as, but not limited to, the American Standard Code for Information Interchange.
- (c) An agency may not enter into a contract for the creation or maintenance of a public records database if that contract impairs the ability of the public to inspect or copy the public records of the agency, including public records that are online or stored in an electronic recordkeeping system used by the agency.
- (d) Subject to the restrictions of copyright and trade secret laws and public records exemptions, agency use of proprietary software must not diminish the right of the public to inspect and copy a public record.
- (e) Providing access to public records by remote electronic means is an additional method of access that agencies should strive to provide to the extent feasible. If an agency provides access to public records by remote electronic means, such access should be provided in the most cost-effective and efficient manner available to the agency providing the information.



Sec. 15.107. - Biannual (every two years) review and report on Council notices, meeting locations, and minutes.

- (a) The Inspector General's Office shall review information provided by the Legislative Services Division regarding:
  - (1) The notices of Council Public Meetings;
  - (2) The location of such public meetings; and
  - (3) Written minutes of such public meetings, and prepare an annual report thereon.

The Inspector General shall file such report with the Council committee to which audit matters are referred, the Council President, the City Ethics Officer, and the Ethics Commission, who may comment thereon.

- (b) The report, as required by subsection (a) above, shall include confirmation, through methods and means developed by the Inspector General, that:
  - (1) Notices were public and timely, and not less than 24 hours exclusive of weekends and holidays, and accessible to the public by internet;
  - (2) That meetings were located in appropriate public rooms, with a list of all meetings held in Council Members' offices;
  - (3) That minutes were written, maintained in the filing system, and available for retrieval; and
  - (4) That all Council Members and Executive Council Assistants have received annual continuing education and training on the Sunshine Law;

and shall provide recommendations, as appropriate to improve compliance, as authorized by Section 15.109 below. The report shall be based upon a review of that information collected and provided by the Council Secretary/designee, and any other information that is known to the Inspector General.

- (c) The Inspector General's review shall commence in even number years on May 1st, 60 days prior to installation of a new Council President, and the report shall be provided no later than June 1. The Inspector General's review shall be based upon statistically significant samples from the preceding two years.

(Ord. 2007-733-E, § 1; Ord. 2010-135-E, § 1; Ord. 2013-285-E, § 1; Ord. 2014-519-E, § 7)

Sec. 15.108. - Annual continuing education and training.

- (a) Council Members and Executive Council Assistants shall receive, and the Office of the General Counsel, with the assistance of the City Ethics Director, the Director/Council Secretary and other supporting agencies, shall provide annual training on Government in the Sunshine, open meetings laws and ethics laws.
- (b) The date, format, time, and duration of this training shall be determined by the Director/Council Secretary, Director of Ethics, and Office of General Counsel and shall be utilized to fulfill the requirements of F.S. § 112.3142.
- (c) All Council Members and Executive Council Assistants shall be provided materials in electronic format.
- (d) In addition to annual training, training on Government in the Sunshine, open meetings laws and ethics shall be provided upon special request. These presentations may be given at committee or Council meetings or at other times as may be directed by the Council President.

(Ord. 2007-733-E, § 1; Ord. 2008-329-E, § 1; Ord. 2010-135-E, § 1; Ord. 2013-285-E, § 1; Ord. 2016-6-E, § 1)

Sec. 15.109. - Recommendations for improved compliance.

The Director/Council Secretary, the City Ethics Director, and the Office of General Counsel, may make recommendations for improvements to this Chapter to the City Council.

- (a) All Council Public Meetings shall be conducted in such places as will assure open, reasonable, and convenient access to the public.
- (b) The locations for Council Public Meetings include the Council Chambers and public conference, meeting, or committee rooms. Public meetings shall not be held in the individual offices of Council Members, except in the event of exigent circumstances.
- (c) Public locations shall be used for all Council Public Meetings, unless other locations are approved in writing. A request therefore shall be made in one written submission to both the City Ethics Officer and the Office of General Counsel Ethics Liaison, with a copy thereof delivered to the Council President. Written approval shall be required from either the City Ethics Officer or the Office of General Counsel Ethics Liaison, with a copy thereof provided to the Council President and to the other approving authority.

(Ord. 2007-733-E, § 1; Ord. 2010-135-E, § 1)

Sec. 15.105. - Public Meeting; commencement and adjournment.

The business and conversations conducted during a noticed Council Public Meeting shall commence upon the chair's or Council Member's opening of the meeting, and shall conclude upon adjournment. The mere fact that a meeting has been noticed, does not authorize action or discussions prior to the opening of the meeting or following its adjournment.

(Ord. 2007-733-E, § 1)

Sec. 15.106. - Public Meetings minutes.

- (a) Each Council member is responsible for the taking and preparation (or delegation thereof) of the minutes of each Council Public Meeting noticed by that Council Member, in a manner as required by F.S. Ch. 286, and subsection (c) below.
- (b) The Director/Council Secretary shall be responsible for developing and implementing procedures for assuring:
  - (1) Minutes are written for all noticed Council Public Meetings;
  - (2) Minutes are filed; and
  - (3) A system for the maintenance and retrieval of minutes is developed for all minutes of Council Public Meetings.
- (c) The minutes of every Council Public Meeting conducted between two or more Council Members outside of the regular Council meeting or committee meeting structure shall reflect, at a minimum:
  - (1) The location, date and time the meeting commenced and adjourned;
  - (2) The members of the Council, other public officials and employees, and registered lobbyists in attendance;
  - (3) The substance of the discussions and positions presented by the persons in attendance.
- (d) A copy of the minutes of all noticed Council Public Meetings shall be kept, with the notice to such meetings, by the Legislative Services Division. The Legislative Services Division shall develop such systems and policies as are necessary for the orderly filing, maintaining and retrieval of minutes.
- (e) No less than once every 30 days, the Legislative Services Division shall review notices of all Council Public Meetings to ensure that copies of the minutes of all applicable public meetings have been placed on file in the Legislative Services Division.

(Ord. 2007-733-E, § 1; Ord. 2010-135-E, § 1)

Chapter 15 - JACKSONVILLE SUNSHINE LAW COMPLIANCE ACT

Sec. 15.101. - Statement of purpose.

The purpose of the Jacksonville Sunshine Law Compliance Act is to ensure compliance with the Sunshine Law, F.S. Ch. 286, and to create procedures, methods, best practices and education that will enhance compliance with open meeting laws, and enhance and maintain public confidence and transparency in the legislative practices of the City Council.

(Ord. 2007-733-E, § 1)

Sec. 15.102. - Applicability; Public Meeting, Location defined.

- (a) The Jacksonville Sunshine Law Compliance Act shall apply to the Jacksonville City Council and those public meetings of the Council that are contemplated by F.S. Ch. 286, including meetings of the Council and Council committees, and meetings between and amongst Council Members. These meetings shall hereinafter be identified in this Chapter as "Council Public Meetings". Since other agencies are already obligated to comply with Florida's Sunshine Law, Ch. 286, F.S., even if Council Members serve thereon or attend, the Jacksonville Sunshine Law Compliance Act shall not be applicable to the noticed meetings of the various other commissions and agencies established by law, ordinance or executive order.

- (b) *Public location* shall mean any government owned building.

(Ord. 2007-733-E, § 1; Ord. 2010-135-E, § 1; Ord. 2013-285-E, § 1)

Sec. 15.103. - Notice of Council Public Meetings; posting and timing.

- (a) All council public meetings shall be publicly noticed in a timely manner. The notices required shall include at a minimum (i) the date and time of the meeting noticed, (ii) the date and time the notices are posted, (iii) the location of the meeting, and (iv) the general subject matter of the meeting, and (v) the Council Member calling the meeting and any other Council Members who, at the time of notice, are expected to be in attendance.
- (b) Council Public Meeting notices shall be provided on the Council's internet website, which utilizes modern technology and provides swift public notice to all of Jacksonville. In addition to the internet, posting of notices shall be made at such locations at City Hall where public meetings are generally noticed, and by such other methods as may be appropriate or required by particular circumstances.
- (c) Notice of Council Public Meetings shall be posted for at least 24 hours prior to the meeting, not including weekends and holidays.
- (d) Notwithstanding subsection (c) above, notice of Council Public Meetings may be posted for a period of less than 24 hours, only in the event of an emergency, and when approved in writing by the Council President and with notice to the City's Ethics Director.
- (e) A copy of the notices of all Council Public Meetings shall be provided to and maintained in a retrievable format and filing system developed by the Legislative Services Division.
- (f) The Director/Council Secretary shall develop and implement standardized policy and procedures for City Council sunshine meeting notices and uniform calendaring practices.

(Ord. 2007-733-E, § 1; Ord. 2008-329-E, § 1; Ord. 2013-285-E, § 1)

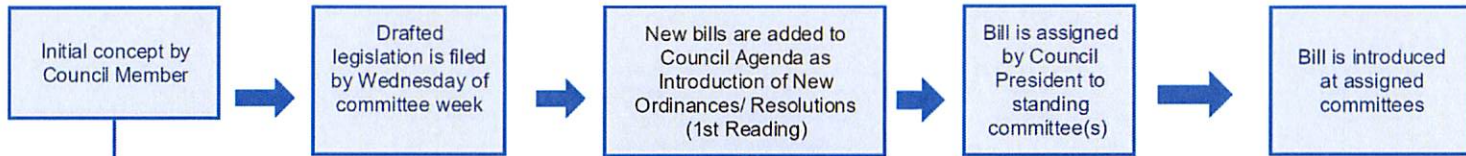
Sec. 15.104. - Public Meetings location.

Jacksonville City Council

# Legislative Process

To find out about new bills or to check on bill status visit the City of Jacksonville Bill Search online at: <http://cityclts.coj.net/coj/cojBillSearchNew.asp?type=PL>

Committee meetings occur the 1st & 3rd weeks of the month  
Council meetings occur the 2nd & 4th weeks of the month

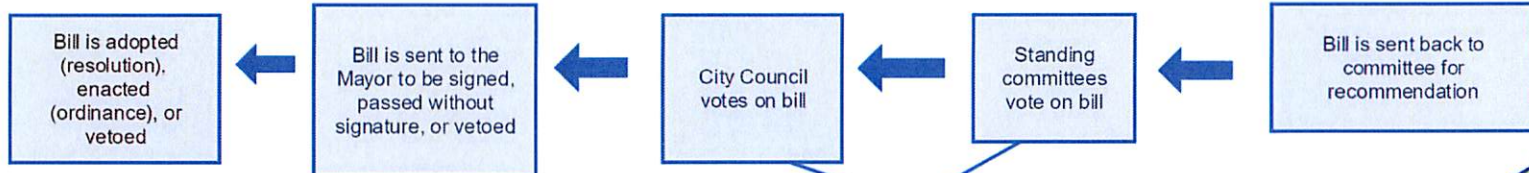


Bill is drafted by an attorney in the Office of General Counsel

New legislation is advertised in local newspaper

City Council and Committee agendas are available online at: <http://cityclts.coj.net/coj/>

Bill is read at City Council & has a public hearing (2nd Reading)



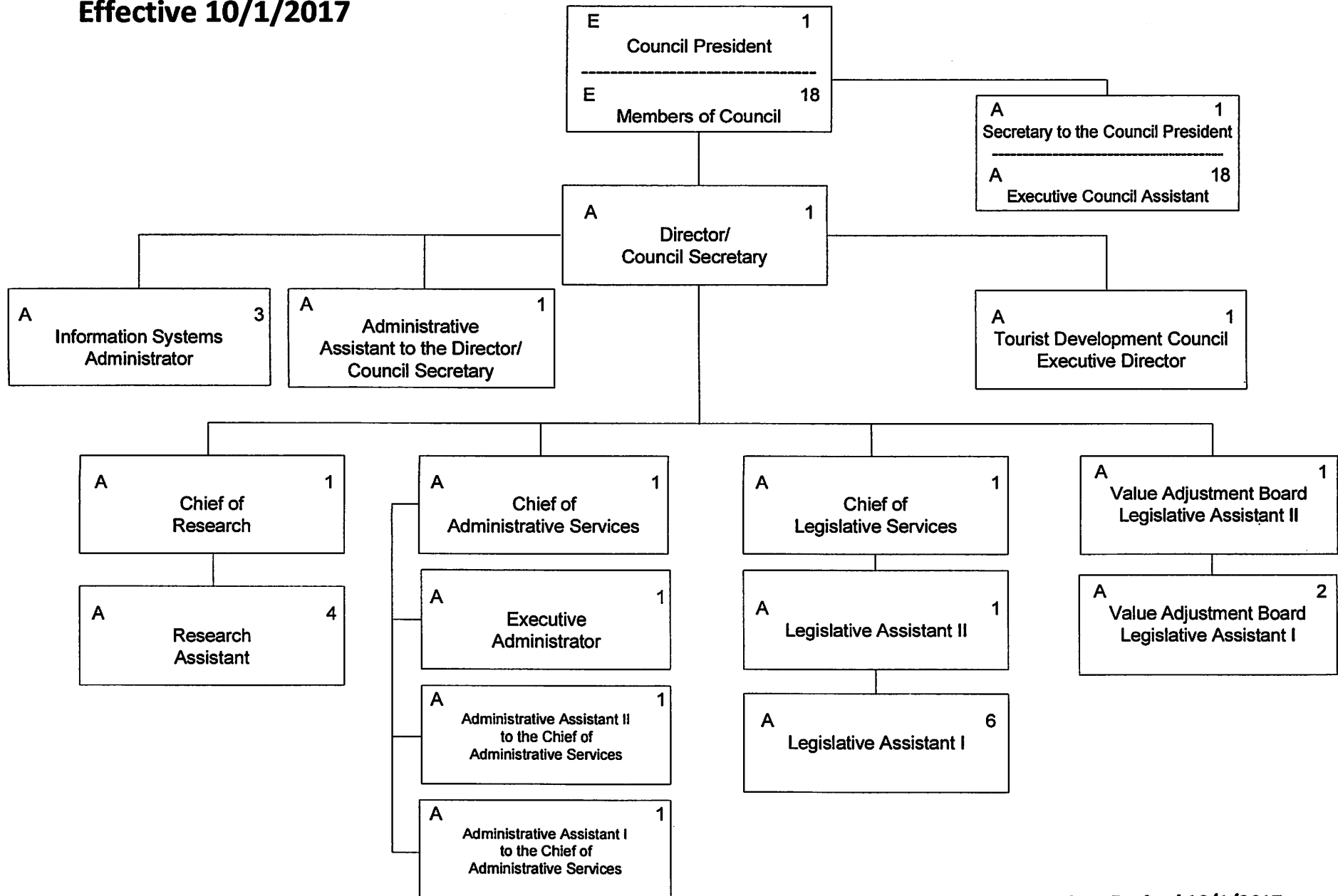
Legislative Services Division  
117 West Duval Street  
Suite 430  
Jacksonville, FL 32202  
(904) 630-1404

Nearly all Council meetings are open to the public! Check the City Council Event Calendar to find out about upcoming meetings: <http://www.coj.net/city-council/events.aspx>

Bill can be deferred, voted on as is, amended, substituted, or withdrawn



**Office of City Council**  
**Effective 10/1/2017**



**Last Revised 10/1/2017**

# Jacksonville City Council

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## Know Your Council

- The City Council is the legislative body of the City of Jacksonville's consolidated government, and is responsible for making the laws that govern our city.
- The 19 members are elected to four-year terms and serve as part-time legislators, and have almost unlimited power to enact legislation in order to provide for the needs of the Jacksonville community.
- For fair representation throughout the community, the city is divided into 14 districts of nearly equal population and each of these districts elects a single council member. The other five council members represent the entire community 'at large.'
- The City Council has full authority over the budgets of the general government and independent agencies of the city, although it has no responsibility for the operations of the administrative departments that is performed by the Mayor's Office.
- Council Members may only serve two consecutive four-year terms, and are paid an annual salary derived from a state formula based on population.
- In May of each year the Council elects a President and Vice President to serve one-year terms beginning the first of July. The President then assigns members to Standing and Special Committees.

*To learn more about your district council member visit:*  
<http://www.coj.net/city-council/city-council-members.aspx>



## **OFFICE OF THE CITY COUNCIL**

### **Task Force on Open Government: City Council Webpage Overview April 24, 2018**

*Presentation provided by:*

Cheryl Brown, Council Director/Council Secretary  
Carol Owens, Chief of Legislative Services  
Steve Cassada, Information & AV Systems Manager  
Paula Shoup, Information Systems Administrator

#### **1. Know Your City Council**

- Role of City Council in local government

#### **2. Public Records & Sunshine Compliance**

- Overview of laws governing public notices & meeting documents

#### **3. Transparency in Action**

- Resources available on the City Council webpage

#### **4. Navigating the COJ Legislative Process Online**

- Bill walkthrough

#### **5. Transparency Updates Coming Soon**

- Overview of upcoming changes