

JACKSONVILLE CITY COUNCIL 2019 ECA and COUNCIL STAFF



MANDATORY: Review of Professional Standards, Ethics, Elections, Sunshine Training, Public Notice and Employment Plan Revisions

**Dr. Cheryl L. Brown, Director/Council Secretary
Jacksonville City Council**

Carla Miller, Senior Assistant General Counsel

February 27, 2019

Jacksonville City Council
2019 ECA and Council Staff Mandatory
MANDATORY: Review of Professional Standards, Ethics, Elections,
Sunshine Training, Public Notice and Employment Plan Revisions

PROGRAM AGENDA

Wednesday, February 27, 2019
Lynwood Roberts Room
117 West Duval Street
City Hall St. James Building– 1st Floor

<u>Time (PM)</u>	<u>Events, Sessions & Topics</u>	<u>Speakers</u>
11:30 a.m.	Introduction	Cheryl L Brown
11:35 a.m.	Session: Professional Conduct -ECA and Council Staff Training -2008 – Sunshine Compliance Public Notification Professional Standards, Ethics, Resource Correspondence http://www.coj.net/city-council/sunshine-compliance (Hand out of links provided) -Gift Disclosure http://www.coj.net/city-council/gift-disclosure-registry (Hand out of links provided) - Lobbyist http://www.coj.net/city-council/lobbyist-information (Hand out of links provided) -Transparency in Action http://www.coj.net/city-council/transparency-in-action (Hand out of links provided) -Questions and Answers	Cheryl L Brown
11:40 a.m.	Session: Ethics, Elections, Sunshine, Questions and Answers	Carla Miller
12:30 pm	—Adjournment —	

Jacksonville City Council

Sunshine Compliance

The City Council, through the Office of the Director/Council Secretary, maintains a Public Notice System comprised of several components:

Council Web Calendar - Provides both web access and City Hall Electronic Kiosk viewing of upcoming scheduled City Council meeting events.

Public Notices Online - Provides web access to notices and minutes for meetings between and amongst Council Members.

Online Council Agendas, Matters Pending, and Minutes - Provides web access to agendas, meeting minutes, matters pending and bill summaries of all meetings of the Council as a whole and the standing committees of the Council.

Council Meetings Online - Provides web streaming video of **in-session** meetings of the Council as a whole and the standing committees of the Council.

Online Bill Search - Provides web access for public viewing of active and past legislation.

Council Member Email Online - Provides web access to view the incoming internal email of the "Council as a Whole".

Gift Disclosure Registry - Provides web access for public viewing of City Council Gift Disclosure.

Lobbyist Compliance - Provides web access for public viewing of active and past Lobbyists and issues.

Training - Provided to City Council Members and staff in accordance with Section 15.108, *Ordinance Code*.

- [2019 Training](#)
- [2018 Training](#)
- [2017 Training](#)
- [2016 Training](#)
- [2015 Ethics Update Review \(958 kb PDF\)](#) - December 2015

- [2015 City Council Sunshine Training Review \(159 kb PDF\) - October 2015](#)
- [Certificates of Completion \(10.4 mb PDF\)](#)
- [2015 Orientation \(June 3-5, 2015\)](#)
- [February 18, 2015 Staff Training on HR Directive #0527 Regarding Political Activities](#)
- [2014 Training \(August 2014\)](#)
- [2013 Training](#)
- [2012 Training \(August 2012\)](#)
- [2011 Orientation \(May 31-June 2, 2011\)](#)
- [2008 Training \(June 19-20, 2008\)](#)

Additional Resources

- [Ethics Office Director Correspondence Regarding Council Leadership Communication \(180 kb PDF\) - Dated February 11, 2019](#)
- [Office of General Counsel Memo Regarding Interactive Social Media & Free Speech Law \(138 kb PDF\) - Dated February 11, 2019](#)
- [Office of General Counsel Memo Regarding City/Jaguar Trip to London, England \(260 kb PDF\) - Dated October 19, 2018](#)
- [Memorandum of Voting Conflict for County, Municipal, and Other Public Officials \(144 kb PDF\)](#)
- [Council President Bowman Memo Regarding 2018 Jaguars Ticket Distribution Process \(47 kb PDF\) - Dated July 30, 2018](#)
- [Council President Bowman Memo Regarding Electronic Communication during Council Meetings \(91 kb PDF\) - Dated July 23, 2018](#)
- [Ethics Office Director Discussion Regarding Council Leadership Correspondence \(76 kb PDF\) - Dated January 10, 2018](#)
- [Office of General Counsel Memo Regarding Public Records and Text Messages \(159 kb PDF\) - Dated November 20, 2017](#)
- [Council President Brosche Memo Regarding Revised Policy on Electronic Communication during Council Meetings \(90 kb PDF\) - Dated November 13, 2017](#)
- [Council President Anderson Memo Regarding Electronic Communication during Council Meetings \(35 kb PDF\) - Dated March 1, 2016](#)

- Office of General Counsel Memo Regarding Florida's Sunshine and Public Records Law (102 kb PDF) - Dated October 21, 2015
- Council President Memo Regarding Electronic Communication during Council Meetings (79 kb PDF) - Dated October 8, 2015
- Office of Inspector General Reporting Policy (53 kb PDF) - Dated May 1, 2015
- HR Directive #0527 Regarding Political Activities (76 kb PDF) - Dated February 18, 2015
- Office of General Counsel Memo Regarding Council Members as Constitutional Officers or County Commissioners (216 kb PDF) - Dated November 19, 2013
- Office of General Counsel Memo Regarding Public Participation in Open Meetings (54 kb PDF) - Dated September 18, 2013
- Office of Ethics, Compliance and Oversight
- Tuition Reimbursement Information

Jacksonville City Council Gift Disclosure Registry

CHAPTER 602 - JACKSONVILLE ETHICS CODE

Please click [ETHICS CODE](#) to review the City of Jacksonville Ethics Code, including Sec. 602, Part 7, pertaining to Gifts and Honoraria.

In accordance with [Ordinance 2007-329-E](#), Part 7; Section 602.701(c), *Ordinance Code*: Registries shall be established wherein gifts will be identified by date, donor, type, purpose, and city officer or employee carrying out the purpose; and shall be posted on a city internet site.

2018/2019 Miscellaneous Ticket Distribution

Click [here](#) for 2018/2019 Ticket Distribution and Value Webpage.

2017/2018 Miscellaneous Ticket Distribution

[Distribution List.pdf](#) (2.3MB)

2016/2017 Miscellaneous Ticket Distribution

[Distribution List.pdf](#) (57k)

2015 Jaguar Tickets

[General Counsel's Memo.pdf](#) (18k)

[Gift Disclosure Form 9.pdf](#) (44k)

[Council President's E-Mail.pdf](#) (126k)

2014/2015 Miscellaneous Ticket Distribution

[Distribution List.pdf](#) (50k)

[Amended Distribution List.pdf](#) (91k)

2014 Jaguar Tickets

[Registry.pdf](#) (11k)

2010 Northeast Florida Regional Council Elected Officials Reception and Awards Presentation

Analysis.pdf (11k)

Invitation Memo.pdf (499k)

Email Notification.pdf (211k)

2008 Jaguar Tickets

Registry.pdf (14k)

Council Presidents Memo.pdf (20k)

Council Member Return Letter.pdf (93k)

2008 Willie E. Gary / Martin Luther King, Jr. Luncheon

Registry.pdf (62k)

Analysis.pdf (71k)

2008 Konica Minolta Gator Bowl Event

Registry.pdf (51k)

Analysis.pdf (56k)

Jacksonville City Council

Lobbyist Information

Lobbyist Registration

To register as a lobbyist with the Jacksonville City Council, [click here](#) and register online. There is no cost to do so. As of January 1, 2016, all registrations and updates, as to clients and issues, are accomplished electronically via the online system. Click [User Manual](#) for operational information.

Registered Lobbyist List

For information regarding lobbyists registered on or after January 1, 2016, [click here](#).
For information regarding lobbyists registered prior to 2016, [click here](#).

Chapter 602 - Jacksonville Ethics Code

Please click [ETHICS CODE](#) to review the City of Jacksonville Ethics Code, including Sec. 602.702 and Sec. 602, Part 8, pertaining to Lobbying.

Jacksonville City Council

Transparency In Action

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

Public Notices

Get information on upcoming City Council meetings, committee meetings and other noticed meetings and events.

- Public Notice web application
- View City Council's Upcoming Events page

Council Committees, Boards & Commissions

View webpages for standing, special, ad hoc, and past committee pages.

- Council Committees, Boards, and Commissions

City Council Email

To view the internal email received by the "Council as a Whole" for the last two weeks, click the below link. **Best viewed in Internet Explorer and requires Adobe Acrobat Viewer.**

- City of Jacksonville Public E-mails

Watch In Session City Council Meetings Online

Please click the following link to view live streaming video of Jacksonville City Council meetings, when in session, in the Council Chamber.

- <http://www.coj.net/city-council/city-council-meetings-online.aspx>

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](#)

Agendas, Matters Pending and Minutes

- [View City Council meeting agendas and minutes](#)

Bill Search & Ordinance Code

- [Search for bills and legislation](#)
- [Search the City of Jacksonville Ordinance Code](#)

Public Records Request

Requests for records related to City Council will be facilitated by the City Council Secretary at (904) 630-1452 or CLBrown@coj.net. For DVD or CD meeting copies please contact the Legislative Services Division at (904) 630-1404.

Budget Information

View notices, Handouts, Minutes and Video of all meetings of the Council regarding the budget process.

- [View the Budget Information webpage](#)

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.

- [View Sunshine Training Compliance](#)

FAQs

- [View Frequently Asked Questions](#)