



CITY OF BOCA RATON LOBBYIST REGISTRATION

Section 2-601 - Boca Raton Code of Ordinances

Office Use Only

Please Type, or Print in Ink

Date Filed	/ /	(Check one)	New Registration	Renewal
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Name of Lobbyist	
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Business Address	
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Telephone Number (optional)	
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Email Address (optional)	
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Name of Principal / Client	
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Business Address	
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Specific Matter:	
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Note: It is the responsibility of the lobbyist to notify the City Clerk of any changes in the above information.

I do solemnly swear that, to the best of my knowledge, the information provided herein is true and accurate.

Date	Signature of Lobbyist
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Any person who acts as a lobbyist pursuant to City Code, Article V. Code of Ethics, Division 2, Lobbyist Registration (see reverse side of this form), must register with the City Clerk prior to engaging in lobbying activities before City staff, boards, committees and/or the City Council. Separate registration is required for each principal / client represented and each City matter. All registrations expire on December 31st of each calendar year and a new registration is required.

Office of the City Clerk, Boca Raton City Hall, 201 W. Palmetto Park Road, Boca Raton, FL 33432
Telephone: 561-393-7740 Fax: 561-393-7704

ARTICLE V. CODE OF ETHICS

DIVISION 2. LOBBYIST REGISTRATION

Sec. 2-600. Definitions.

"Lobby" or "lobbying" means seeking to influence any action, decision or recommendation of the City Council (or any member thereof), a city board or committee (or any member thereof), or an employee of the City, which foreseeably will be presented to or reviewed by the City Council, or a city board or committee.

"Lobbyist" shall mean all persons and entities (and their employees or agents) employed, retained or otherwise compensated to lobby. Lobbyist shall not mean: (i) a City official or employee acting in his or her official capacity or in connection with his/her job responsibilities; (ii) a person who merely addresses the City Council or a city board or committee during a public meeting; (iii) a person who appears at the specific, written request/compulsion of the City Council or a city board or committee; (iv) a person who lobbies in an individual capacity for the purpose of self-representation or for the representation of others without compensation or reimbursement; (v) a person who merely appears before the City Council and/or lobbies as a representative of a neighborhood association, or a charitable, religious or other non-profit organization without compensation or reimbursement, (vi) a person who gives scientific, technical or other specialized testimony or information in public meetings, (vii) employees of a principal whose normal scope of employment does not include lobbying; or (viii) a person who serves as a political consultant or advisor to an individual or an elected official relating to elections and/or candidacy, but does not lobby other elected or appointed officials.

Sec. 2-601. Lobbyist; registration.

(a) Every lobbyist shall, before engaging in any lobbying activity in the City, register as a lobbyist with the City Clerk's office for each City matter. Such registration shall be renewed on an annual basis (on January 1st) for the period lobbying continues on that matter.

(b) Every person or entity required to register as a lobbyist shall register on forms prepared by the city and shall state under oath the lobbyist's name, business address, the name and business address of each principal and client represented on new or pending City matters. Separate registration is required for each principal represented and each City matter.

Sec. 2-602. Enforcement.

At the request of the City Council, the City Manager or his/her designee shall investigate any person engaged in lobbying activities that may be in violation of this division or any section hereof. The City Manager or his/her designee shall report the results of the investigation to the City Council and make recommendations to the City Council. Upon completion of the investigation, a copy of the investigation report and recommendations shall be provided to the subject lobbyist who shall have a period of ten (10) days to request a hearing before the City Council. If the subject lobbyist requests a hearing, the City Manager shall schedule a hearing before the City Council; if the subject lobbyist does not request a hearing, the City Manager shall submit the report and recommendations to the City Council for consideration and, thereafter, the City Council may take action without a hearing. Upon a finding by the City Council of a violation by a lobbyist of this section or any subsection hereof, the City Council may publicly reprimand and/or prohibit such person or entity from lobbying the City Council, any city board or committee, or any employee(s) of the City for a period of up to but not to exceed two years.