

RESOLUTION NO. 2022-03

A RESOLUTION OF CITY COUNCIL OF THE CITY OF VENICE, FLORIDA, SUPERSEDING RESOLUTION NO. 2021-02 BY AMENDING THE GUIDELINES FOR CITY COMMISSIONS, BOARDS AND COMMITTEES (BOARD) AND ESTABLISHING A LEGISLATIVE REFERRAL PROCESS FOR THE EFFECTIVE ORDER OF BUSINESS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Venice City Council establishes various commissions, boards and committees (Board) to serve in both decision making and advisory capacity to City Council; and,

WHEREAS, details of each Board have been established by ordinance and are included in the Code of Ordinances; and

WHEREAS, the details of each Board include, but are not limited to, length of Board members term of office, process for filling vacancies, duties and responsibilities, compensation, selection of officers, meeting requirements and removal of members; and

WHEREAS, each Board operates on initiatives to meet their goals and satisfy their duties and responsibilities, as well as operating under direction provided by City Council; and

WHEREAS, it is in the best interest of the city that the Boards' initiatives be in support of City Council's strategic plan and that the Boards have clear direction, which is enhanced with regular and standardized communication protocols including a referral process for requests for action, study or the consideration to create, amend or repeal an ordinance or resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VENICE, FLORIDA, as follows:

Section 1: During the first quarter of the calendar year, the Environmental Advisory Board, Historic Preservation Board, Parks and Recreation Advisory Board, and Public Art Advisory Board will appear, via the Chair or other designated representative, before City Council and present their achievements for the past year and a proposed agenda of priorities, areas of concern, activities, tasks, and goals for the current calendar year. Each Board must approve the proposed agenda of priorities, areas of concern, activities, tasks and goals that will be presented to City Council. The proposed agenda of priorities and any relevant accompanying detail shall be timely delivered to the City Clerk's Office for inclusion into the City Council meeting agenda packet. Following the Board presentation, City Council shall vote to approve, reject, or modify the proposed agenda.

Section 2: Subsequent to the approval of the Board's agenda for the year, if during that year an additional issue of significance is brought to the attention of a Council Member, Charter Officer, or Board, the following process shall be utilized to consider such issue.

Definitions:

1. "Legislative referral" is any request from a council member, charter officer, or board chair for the study and recommendation of a legislative matter involving broad public interest or such that will require the creation, amendment, or repeal of an ordinance or resolution.
 - a. Requests of this nature from a resident or advisory board member shall be routed through a council member, charter office or board chair.
 - b. A legislative referral does not include a recommendation to City Council by staff or a Charter Office for creation, amendment or repeal of an ordinance or resolution that is routine in nature or is an operational function of the City under the purview of the City Manager.
 - c. A legislative referral does not include items that are routine in nature or that are an ongoing function of the Board's normal duties and responsibilities as established by City Code.

Process:

1. Legislative referrals shall be directed in writing to the City Clerk on a Legislative Referral Request Form (Request).
2. The City Clerk shall review the Request and do one of the following:
 - a. If the Request is incomplete, the City Clerk shall notify the requester and provide an opportunity for the deficiencies to be corrected.
 - b. If the Request is legislative in nature, the Request is placed on the next available City Council meeting agenda.
 - c. If the Request is not legislative in nature, the Request will be routed to the City Manager.
3. City Council shall take one or a combination of the following actions on a Request presented to it:
 - a. Assign the Request to the appropriate Board(s) for vetting and recommendation back to City Council.
 - b. Direct the City Manager to bring forth information or staff recommendations to City Council relative to financial, operational or resource impacts at a future meeting.
 - c. Direct the City Clerk to place the Request on a future City Council agenda for vetting and action directly by council.
 - d. Deny the Request for any further consideration.
 - i. Requests denied by City Council may not be reconsidered for a period of not less than three (3) years.

4. Requests assigned to a Board shall be provided to the Chair of the appropriate Board(s) by the City Clerk.
 - a. Upon being placed on a properly noticed board(s) agenda, the assigned Board(s) shall take responsibility for fully vetting the Request and shall provide a recommendation to City Council by notifying the Clerk to place the Request back on the City Council agenda when appropriate.
 - b. The Board shall include with its recommendation any supporting documents, reports, maps, photos, or meeting minutes that are applicable to their recommendation and that would assist City Council in their roles as the final decision making body.
 - c. At any point in time City Council may request the Board Chair to give a report or update on a Request before them.
 - d. If a Request has not received a vote of support or opposition from the assigned Board(s), or has received support but has taken no action towards a final recommendation to City Council within six months of being referred by City Council, the applicable Chair of the Board(s) shall report back to City Council as to the reason(s) for delay. City Council may, upon hearing the reason(s) for delay, take any action to reassign the matter to another option listed under Step 3 of the Process identified herein, as deemed necessary.

SECTION 3. During the first quarter of the calendar year or as otherwise determined by City Council, the Architectural Review Board, Fire Pension Board of Trustees, Planning Commission, and Police Pension Board of Trustees will appear before City Council and present a report on their achievements for the past year.

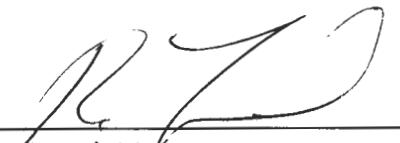
SECTION 4. On an annual basis, the mayor, or his designee, will host a meeting of all Board chairs and charter officers to discuss issues of common interest and to review performance, achievements and future goals and direction of the Boards-

SECTION 5. For Boards identified in Section 1 that are scheduled to meet six times or more a year, each Board chair, or a designee, will report periodically to City Council the progress, achievements and issues related to the approved agenda of priorities. After hearing the report, City Council will determine the next reporting date and may amend the agenda of priorities.

SECTION 6. In addition to the criteria established by ordinance, all Board members shall: 1) complete the mandatory sunshine and public records training provided in the new board member orientation packet within one month of initial appointment; 2) attend the annual mandatory sunshine and public records training; 3) attend orientation training when offered by the city; and 4) comply with the Information Technology Usage Policy.

SECTION 7. This Resolution shall replace 2021-02 in its entirety and take effect immediately.

APPROVED AND ADOPTED AT A REGULAR MEETING OF THE VENICE CITY COUNCIL HELD ON
THE 22ND DAY OF FEBRUARY 2022.



Ron Feinsod, Mayor

ATTEST



Kelly Michaels, MMC, City Clerk

I, Kelly Michaels, MMC, City Clerk of the City of Venice, Florida, a municipal corporation in Sarasota County, Florida, do hereby certify that the foregoing is a full and complete, true and correct copy of a Resolution duly adopted by Venice City Council at a meeting thereof duly convened and held on the 22nd day of February, 2022, a quorum being present.

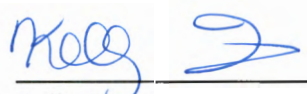
WITNESS my hand and the official seal of the said city this 22nd day of February, 2022.



Kelly Michaels, MMC, City Clerk

(SEAL)

Approved as to form:



Kelly Fernandez, City Attorney

Adopted: April 9, 2019

October 1, 2019 through
September 30, 2020



Envision Venice Strategic Plan for Fiscal Year Ending September 30, 2020

Preserving and Enhancing the Venice Quality of Life

Strategic Goals

Goal One: Keep Venice Beautiful and Eco-Friendly

Goal Two: Provide Efficient, Responsive Government
with High Quality Services

Goal Three: Ensure a Financially Sound City

Goal Four: Upgrade and Maintain City Infrastructure
and Facilities

Goal Five: Encourage and Support a Robust, Diverse
Economy

Goal Six: Preserve the Venice Quality of Life through
Proper Planning

Table of Contents

Mission	2
Vision	3
Goal One.....	4
Goal Two	6
Goal Three	7
Goal Four	8
Goal Five.....	9
Goal Six.....	10



Mission Details

Exceptional Municipal Services

- Employees are ambassadors of the city to citizens, the business community, and visitors
- Engage in the community, understand customers, their needs and expectations
- Provide services compatible with the city's financial capabilities

Financially Sustainable City

- Maintain a balanced budget
- Construct the annual city budget focused on community needs
- Monitor cost of delivering services

- Continually evaluate ways to reduce costs and enhance service delivery
- Maintain or improve the city credit rating

Engaged Citizens

- Always listen to citizens
- Engage in strategic policy development, to define future issues and challenges
- Contribute expertise and partner in service to the community through participation on advisory boards and stakeholder committees
- Help maintain open city government

City Mission: To provide exceptional municipal services through a financially and environmentally sustainable city with engaged citizens



Vision Details

Vibrant—High Quality of Life

- Successful community events, festivals, parades, music, arts and theater to bring people of all ages together
- Strong community organizations
- Environment conducive to an active and healthy lifestyle
- Opportunities to walk, run, bike, jog, sail, kayak, fly and use alternative modes of transportation safely
- Diverse recreational and leisure venues, programs and activities for all generations
- Quick access to top quality medical and healthcare services
- Boating and fishing, the harbor and fishing pier
- Opportunities for eco-tourism
- Energy efficient and eco-friendly programs city-wide
- Access to adequate free parking
- Parks with a variety of amenities and activities
- Variety of quality restaurants, retail and commercial businesses
- Access to local and regional culture and arts



City Vision: Maintain Venice as a vibrant, charming, historic community in which to live, learn, work and play

Charming

- Promote architectural theme of Northern Italian Renaissance for gateways, commercial corridors, downtown and areas that are key to maintaining the city's character
- Walkable, with bicycle and pedestrian-friendly areas
- Multi-modal transportation
- People feeling safe and secure
- Small shops and restaurants
- Well maintained buildings, streetscapes, landscaping, streets and parks

Historic

- Preserve historic and architectural character
- Protect the natural character of the city including landscaping
- Preserve downtown area with parks, small shops and restaurants



Goal One: Keep Venice Beautiful and Eco-Friendly

Policy 1: Maintain pristine beaches and gulf waters

Objectives:

1. Support protection of public beaches and shoreline through renourishment, including annual contributions to the beach restoration fund, partnerships and alternative solutions
2. Maintain stormwater outfalls for optimal beach and water quality
3. Continue to pursue innovative strategies to mitigate pollution and improve water quality by measuring outfalls, testing the water quality, and examining means of eliminating the known causes of pollution

Policy 2: Improve gateways to historic downtown and Venice

Objective:

1. Focus on physical enhancements for downtown and Venice gateways and corridors

Policy 3: Plan for and maintain parks, green spaces and public property

Objectives:

1. Finalize and adopt a master parks plan
2. Identify level of service and future use of parks, including a financial sustainability plan
3. Encourage developers and homeowner associations to maintain adjacent public lands



Policy 4: Reduce carbon footprint, consumption of energy and protect the environment

Objectives:

1. Use energy conserving tools and tactics for public assets and introduce innovative means to reduce energy use annually with an annual goal reduction of 10% in electricity and 5% in fuel
2. Update the land development regulations to allow for conservation and preservation of land and natural resources

Policy 5: Institute and maintain an updated comprehensive traffic management plan

Objectives:

1. Effectively utilize income from mobility and impact fees for infrastructure upgrades
2. Utilize performance data for updates and modifications to traffic management systems
3. Focus on opportunities to enhance safety measures for use of public roadways
4. Assess need for additional wayfinding signs
5. Continue to communicate to the public, road improvement projects (both scheduled and completed) designed to improve traffic flow



Goal Two: Provide Efficient, Responsive Government with High Quality Services

Policy 1: Continuously look at opportunities to improve efficiencies and cost savings

Objectives:

1. Improve and enhance relationships with other governmental agencies
2. Enhance relationship with Florida Department of Transportation (FDOT) regarding oversight of projects
3. City manager to communicate information to city council on relationships with other governmental entities
4. Continue to research additional funding sources to support fire department functions

Policy 2: Establish and maintain process to continually update personnel compensation schedules to be consistent with market demands

Objectives:

1. Identify additional ways to recognize and reward exemplary service
2. Complete formal process for addressing constituent concerns and making sure the issues are resolved and followed to conclusion
3. Utilize surveys and other tools to enhance opportunities to receive citizen input on city issues



Goal Three: Ensure a Financially Sound City

Policy 1: Maintain a balanced budget without the use of reserve funds

Policy 2: Continue to evaluate, adopt and adhere to governmental accounting and financial reporting principles in accordance with the Governmental Accounting Standards Board (GASB)

Objectives:

1. For transparency, articulate specific funding sources that support government operations and continue to research funding opportunities to enhance service delivery
2. Develop long-term plan to reach 80% or better of the city's police and fire pension plans



Goal Four: Upgrade and Maintain City Infrastructure and Facilities

Policy 1: Continue to pursue opportunities to ensure Venice receives a proportionate share of county, state and federal resources, revenues and level of service

Objective:

1. Articulate the city's priorities to funding agencies on a timely basis

Policy 2: Establish, update and maintain a contemporary asset management plan for building and property utilization

Objectives:

1. Construct public safety facility and relocate police department in the new facility, incorporating an emergency operation center and public meeting space
2. Rebuild fire station no. 1
3. Expand city hall facilities to support increased staffing
4. Relocate public works department
5. Acquire property and relocate the solid waste recycling facility to a new site
6. Determine disposition of Hamilton building
7. Determine future utilization opportunities for the AJAX property
8. Determine future operation usage of Lord Higel House



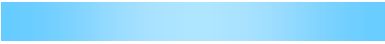
Goal Five: Encourage and Support a Robust, Diverse Economy

Policy 1: Continue to promote positive relationships with governmental agencies and community organizations

Objectives:

1. Establish a process to collaborate and communicate with community and neighborhood groups
2. Collaborate with other governmental agencies to share public assets
3. Research financial strategies to develop the Seaboard and/or gateway areas
 - A. Identify funding sources
 - B. Support policies that promote economic growth and development consistent with the adopted comprehensive plan





Goal Six: Preserve the Venice Quality of Life through Proper Planning

Policy 1: Ensure adherence to the comprehensive plan when reviewing land development applications

Objectives:

1. Update the land development regulations to be consistent with the comprehensive plan
 - A. Develop zoning standards to support workforce housing
 - B. Modify building standards to accommodate the renovation and preservation of the apartment overlay district
 - C. Communicate proactively with residents, developers, Chamber of Commerce and other stakeholders regarding Land Development Regulations (LDRs)
2. Streamline administrative process to expedite issuance of land development permits for the benefit of redevelopment, preservation of historic properties and structures and vacant infill development

Policy 2: Support opportunities to promote and incentivize mixed-use development, including affordable, workforce and market-rate housing

Objective:

1. Update building codes to encourage and promote property upgrades, including renovation and/or preservation of historic sites

Policy 3: Preserve Venice's historical resources and significant structures

Objectives:

1. Develop criteria for identifying and evaluating historic preservation projects including funding resources, feasibility and timelines for project development
2. Ensure Land Development Regulations support protection of significant structures, architecture, landscaping and cultural entities



Policy 4: Support and engage area youth in their interests through the use of city resources and community events

Objectives:

1. Identify opportunities to engage Venice High School student leaders and city council in joint meetings and public forums
2. Evaluate feasibility and practicality of a paid internship program for high school students

Policy 5: Monitor projected future growth, services and infrastructure requirements for residential expansion, industrial and retail growth in the northeast corridor

Objective:

1. Promote partnerships with neighborhood groups to assume responsibility for maintenance of city-owned properties (parks, open space)

Policy 6: Promote expansion of safe biking and walking pathways

Policy 7: Support redevelopment of portions of the city to replicate or adhere to the original John Nolen Plan

Policy 8: Support relocation of the postal distribution center and retail services for future reuse of West Venice Avenue site

Boards and Commissions Annual Report to City Council

Today's date: Click or tap to enter a date.

Name of board or commission: Choose an item.

Board chair or designee: Click or tap here to enter text.

Date of presentation to city council: Click or tap to enter a date.

1. **Past year's achievements:** Click or tap here to enter text.

2. **Proposed agenda of priorities for the coming year:**

1) Click or tap here to enter text.

2) Click or tap here to enter text.

3) Click or tap here to enter text.

4) Click or tap here to enter text.

3. **A) What goal in the City's strategic plan does your proposed agenda for the coming year support and B) how does it support that goal?:**

A) Choose an item.

B) Click or tap here to enter text.

4. **Areas of concern:** Click or tap here to enter text.

5. **Activities/Tasks/Goals:** Click or tap here to enter text.

Date board members attended annual Sunshine and Public Records Law training:

Click or tap to enter a date.