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Reply to: *Venice*

December 3, 2013

The Honorable John W. Holic, Mayor
and Members of the City Council
401 West Venice Avenue
Venice, Florida 34285

RE: Agenda Committee

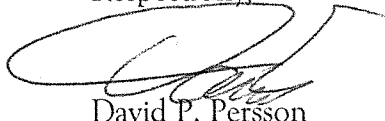
Dear Mayor Holic and Councilmembers:

I have recently been asked a question regarding the status of the Agenda Committee as constituted under the City Code. My research indicates that the Code directs that all matters to be placed on a City Council agenda shall be sent to the City Clerk by a certain date and time. The Clerk then sets the agenda and includes those matters that comply with the requirements. (See Section 2-52) The only reference that I can find to the "Agenda Committee" is in Section 2-73 which allows it to set the time for a meeting as well as move the date and location as may be temporarily expedient. Apparently no ordinance or resolution sets forth the membership of the Agenda Committee.

I recommend that either the City establish an Agenda Committee by resolution (or ordinance) setting forth its composition, duties and responsibilities or amend Section 2-73 to assign that function to the City Clerk as part of her agenda duties.

If you have any questions, please contact me.

Respectfully,



David P. Persson

DPP/dgb

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