



MEMORANDUM

City of Venice

City Manager's Office

TO: Honorable Mayor and Council Members

THROUGH: Ed Lavallee, ICMA-CM, MPA, City Manager

FROM: James R. Clinch, PE, Assistant City Manager and Kelly Michaels, City Clerk

DATE: March 1, 2022

COUNCIL APPROVAL: Yes

MEETING DATE: March 8, 2022

STRATEGIC PLAN GOAL: Other

SUBJECT: Repeal of Resolution 2016-02 setting forth the policy and procedures under which certain meeting rooms shall be permitted for use by the public.

Background: Resolution 2016-02 established a policy and procedure for the use of meeting rooms at City Hall for use by the public. This resolution establishes an operational policy that is not legislative in nature and is more appropriate under the purview of the City Manager who is responsible for the operations function of the City of Venice. City staff will create an updated meeting room policy to include the new meeting rooms which have been added as part of the City Hall Renovation project and to include the public meeting rooms at the Public Safety Building and Fire Station 3.

Requested Action: Repeal Resolution 2016-02 and direct the City Manager to take responsibility for the operational policy and procedures under which meeting rooms shall be permitted for use by the public in all city buildings.

If for an agenda item, this document and any associated backup created by City of Venice staff has been reviewed for ADA compliance: Yes

City Attorney Review/Approved: Yes

Risk Management Review: N/A

Finance Department Review/Approved: N/A

Funds Availability (account number): N/A

ORIGINAL(S) ATTACHED: Resolution 2016-02

Cc: [Click or tap here to enter text.](#)