

RESOLUTION NO. 2021-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VENICE, FLORIDA, ESTABLISHING GUIDELINES FOR CITY COMMISSIONS, BOARDS AND COMMITTEES (BOARD); 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.

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

SECTION 1. Each January, the Environmental Advisory Board, Historic Preservation Board, Parks and Recreation Advisory Board, and Public Art Advisory Board will appear 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 subsequent calendar year. City Council may comment on, modify, or amend the proposed agenda to serve the goals and objectives established by City Council.

SECTION 2. 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 3. 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 4. For Boards scheduled to meet six times or more a year, each Board chair, or his designee, will report periodically to City Council the progress, achievements and related issues to tasks, goals and projects undertaken by the Board for the current year. After hearing the report, City Council will determine the next reporting date and may amend such tasks, goals, or projects.

SECTION 5. 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 6. This Resolution shall take effect immediately.

APPROVED AND ADOPTED AT A REGULAR MEETING OF THE VENICE CITY COUNCIL HELD ON THE 13TH DAY OF APRIL 2021.

Ron Feinsod, Mayor

ATTEST

Lori Stelzer, MMC, City Clerk

I, Lori Stelzer, 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 13th day of April, 2021, a quorum being present.

WITNESS my hand and the official seal of the said city this 13th day of April, 2021.

Lori Stelzer, MMC, City Clerk

(SEAL)

Approved as to form:

Kelly Fernandez, City Attorney