



CITY OF VENICE

FLORIDA

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Interoffice Memorandum

Edward F. Lavallee
City Manager

TO: Mayor Feinsod and City Council Members

FROM: Edward F. Lavallee, City Manager

RE: Sarasota County Delegation Notice of Meeting

DATE: November 30, 2020

On Friday, December 18, 2020, the Sarasota County legislative delegation will host their annual meeting and public hearing in the Sarasota County Commission Chambers. The meeting notice is attached. The purpose of the meeting is to provide an opportunity for the public to address the legislative delegation on issues of local concern. If the Council has specific topics to be addressed they can be forwarded in advance of the meeting and will appear on the agenda. Typically, issues of discussion include requests and recommendations for policy change, comments about impending legislative initiatives, funding programs, allocation of resources, and related subjects under the purview of the state legislature.

If Council wishes to present specific topics to the legislative delegation, they can be discussed and ratified at the December 8th Council meeting. The deadline for submitting delegation agenda items is Friday, December 11th. Also, if specific items from Venice will be submitted for oral presentation then the Council should designate a spokesperson to address the legislative delegation.

The format of the meeting is similar to a Council meeting. Attendees are invited to the podium in a specified order and given a few minutes to present their topics. The delegation may exchange comments with the presenter or ask questions for clarification on issues presented. Accordingly, the presenter should be adequately versed in the subject presented in order to answer related questions. The tempo of the meeting is efficient and succinct. A presenter is typically expected to take no more than five minutes, unless the delegation protracts the discussion with questions and discourse. If Council does not have specific issue to present, or chooses to send a drafted position paper without making oral comments, that document can be forwarded to the delegation. However, the delegation would be free to address the topic and ask for comment. In the past, for Venice the Mayor or the Mayor's designee has presented the topics and recommendations to the legislative delegation.

If you have any questions please feel free to contact my office prior to the December 8th Council meeting.

EFL/jg

Attachment