Prepared by: City Clerk

RESOLUTION NO. 2023-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VENICE, SARASOTA COUNTY, FLORIDA, ADOPTING AN AMENDED POLICY FOR BOARD APPOINTMENTS; SUPERSEDING RESOLUTION NO. 2022-33; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, City Council wishes to revise its policy establishing a procedure for board appointments to clarify timeframes and provide procedures for reopening an application period.

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

SECTION 1. The whereas clauses above are ratified and confirmed as true and correct.

SECTION 2. The following procedure will be followed for all board appointments made by Council:

a. Upon a resignation or when a term is set to expire, the seat will be publicized at a minimum via a news release, social media, the city website and, when time allows, the citizen newsletter. If the sitting member wishes to be reappointed, a notation of such will be included in any published notice.

b. Applications will be accepted for a minimum of ten business days. If one or no applications are initially received, the application period shall be extended a minimum of ten additional business days.

c. Once the application period has closed, all applications that meet the requirements for the seat at issue will be emailed to the mayor and council members along with a ranking form. Any member of Council may choose to interview any or all applicants.

d. The mayor and council members shall individually rank the applicants, with 1 being the highest and the total number of applicants being the lowest (e.g. 5 would be the lowest with five applicants). The mayor and council members may also select to reopen the application period.

e. Within five business days of receipt of the applications, the mayor and council members shall provide their ranking sheet to the city clerk's office. The ranking sheet shall not be emailed to avoid any possible sunshine violations.

f. The city clerk's office shall tabulate the rankings and place the highest ranked applicant (or applicants if more than one seat is at issue) on the agenda for council consideration and approval. In the case of a tie, those applicants will be identified on the agenda for further discussion by council prior to selection and approval. If one or more members have selected to reopen the application period, that will be noted in the agenda item for further discussion by council prior to any selection and approval of an applicant. All applications, along with the vote tally, will be included in the agenda packet.
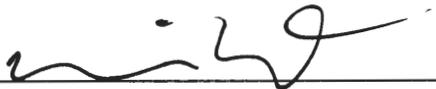
SECTION 3. This resolution does not apply to the following appointments:

a. Student members.
b. Three members of the Police Pension Board of Trustees, which include the two members of the system and the fifth trustee chosen by a majority of the previous four trustees. The fifth trustee is a ministerial duty of city council.
c. Three members of the Fire Pension Board of Trustees, which include the two members of the system and the fifth trustee chosen by a majority of the previous four trustees. The fifth trustee is a ministerial duty of city council.

SECTION 4. This resolution shall supersede and replace Resolution No. 2022-33.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

APPROVED AND ADOPTED AT A REGULAR MEETING OF THE VENICE CITY COUNCIL HELD ON THE 24TH DAY OF JANUARY 2023.

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Nick Pachota, Mayor

ATTEST:

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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 the City Council of the City of Venice, Florida, at a meeting thereof duly convened and held on the 24th day of January 2023, a quorum being present.

WITNESS my hand and official seal of said City this 24th day of January 2023.

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Kelly Michaels, MMC, City Clerk

(S E A L)

Approved as to form

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Kelly Fernandez, City Attorney