



SARASOTA COUNTY

"Dedicated to Quality Service"

February 3, 2014

Mr. Edward Lavallee, City Manager
City of Venice
401 W. Venice Avenue
Venice, FL 34285

Dear Mr. Lavallee:

The Community Action Agency Board (CAAB) is a tripartite board in which (in accordance with Federal law) "One-third of the members of the CAAB shall be elected municipal or county government officials currently holding office or their representatives." One of the unique characteristics of this County advisory council is its municipal representation.

Mr. Kit McKeon has been the City of Venice's representative for the past three years. Mr. McKeon's term will expire on February 28, 2014. I am requesting that the Venice City Council select a new representative (or reappoint Mr. McKeon) to the Sarasota County CAAB. The representative may be, *but is not required to be*, a City Councilman. As a formality, the Board of County Commissioners will have to approve the selection. I have enclosed the Sarasota County Advisory Council application and email acknowledgement form for your convenience. The application may also be submitted electronically at <https://www.scgov.net/AdvisoryBoards/Pages/default.aspx>.

Also, in accordance with Federal law, "letters reaffirming the delegation, signed by the elected officials, shall be required each year regardless of the number of years the terms run." Annual correspondence reaffirming the representation is requested to meet these Federal guidelines.

The CAAB's purpose is to make recommendations to the County Commission on issues affecting the welfare of the low income population of the entirety of Sarasota County and on the management of Community Services Block Grant (CSBG) funding locally.

Please feel free to contact me at 941-861-2576 if you have any questions or concerns; or would like additional information.

Sincerely,

Nancy DeLoach
Sarasota County Health and Human Services
Homeless and Poverty Policy Coordinator

C: Lori Stelzer, Venice City Clerk
Kit McKeon, Venice City Councilman

Enclosure: Sarasota County Advisory Council application