



MEMORANDUM TO VENICE CITY COUNCIL

THROUGH CHARTER OFFICER: Kelly Michaels, City Clerk

E-SIGN:

A handwritten signature in black ink, appearing to be "KM", written over a horizontal line.

FROM: Kelly Michaels

DEPARTMENT: City Clerk

DATE: October 20, 2025

MEETING DATE: October 28, 2025

SUBJECT / TOPIC: Revision to adopted minutes of the September 9, 2025, meeting

BACKGROUND INFORMATION: It was brought to my attention that a motion listed in the minutes was captured with the language utilized in the suggested motion maker guide, however the motion that was made had a slightly different version that changed the reporting process upon completion of the directive. I have confirmed this verbiage by reviewing the video/audio of the motion and therefore am submitting revised minutes for Council adoption.

25-0333 Direct a Legislative Referral to the Citizen Advisory Board (CAB) to Evaluate and Recommend Improvements as it Relates to the City's Website by Identifying Citizen Preferences and Expectations and by Performing a Comparative Analysis of Other City Websites. This Evaluation Report Should be Provided to Staff to Share with the Consultant Being Contracted to Update the City's Website in FY26 (Mayor Pachota)

Highlight: Added Text

Strike Out: Removed Text

A motion was made by Mayor Pachota, seconded by Vice Mayor Boldt, to direct a legislative referral to the Citizen Advisory Board (CAB) to evaluate and recommend improvements as it relates to the City's website by identifying citizen preferences and expectations and by performing a comparative analysis of other city websites. This evaluation report should be provided to City Council for review, which then could be provided to staff to share with the consultant being contracted to update for the City's website in FY26. The motion carried by the following electronic vote:

Yes 7-0: Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard, Mr. Engelke and Mr. Weed

SUPPORTS STRATEGIC PLAN: Goal Two: Provide Efficient, Responsive Government with High Quality Services

COUNCIL ACTION REQUESTED: For Council Adoption by Consent Motion

Yes N/A

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| ☒ | ☐ | Document(s) Reviewed for ADA compliance (required if for agenda posting) |
| ☐ | ☒ | City Attorney Reviewed/Approval |
| ☐ | ☒ | Risk Management Review |
| ☐ | ☒ | Finance Department Review/Approval |
| | | Funds Availability (account number): |