



# City of Venice

401 West Venice Avenue  
Venice, FL 34285  
www.venicegov.com

## Meeting Minutes City Council

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Tuesday, February 25, 2025

9:00 AM

Community Hall Room 165 (Limited Seating)

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[25-0091](#)

Instructions on How to Watch and/or Participate in the Meeting

### CALL TO ORDER

Mayor Pachota called the meeting to order at 9:00 a.m.

### ROLL CALL

**Present:** 7 - Mayor Nick Pachota, Ms. Joan Farrell, Vice Mayor Jim Boldt, Mrs. Rachel Frank, Mr. Ron Smith, Mr. Rick Howard and Mr. Kevin Engelke

### ALSO PRESENT

City Attorney Kelly Fernandez, City Clerk Kelly Michaels, City Manager Ed Lavallee, Assistant City Manager James Clinch, Deputy City Clerk Toni Cone, and for certain items on the agenda: Finance Director Linda Senne, Planning and Zoning Director Roger Clark, Planning Manager Amy Nelson, Building Official Derek Applegate, Assistant City Engineer Jon Kramer, CRS Coordinator Christina Rimes, and Historical Resources Manager Harry Klinkhamer.

### INVOCATION AND PLEDGE OF ALLEGIANCE

Clerk Michaels offered the Invocation followed by the Pledge of Allegiance led by Vice Mayor Boldt.

### I. RECOGNITION

[25-0092](#)

Proclaim the Month of March 2025 as "National Procurement Month" and March 13, 2025 as "Professional Buyer's Day", Presented to Procurement Manager Peter Boers and Procurement Specialist Kayla Case

**Mayor Pachota and City Manager Lavallee presented this proclamation.**

[25-0093](#)

Proclaim the Week of March 3-9, 2025 as "Flood Awareness Week", Presented to Building Official Derek Applegate and CRS Coordinator Christina Rimes

**Mayor Pachota and City Manager Lavallee presented this proclamation.**

[25-0094](#)

THIS ITEM HAS BEEN POSTPONED TO THE MARCH 11, 2025 COUNCIL MEETING

Swearing in: Police Officers Courtney Chaco, Courtney Brady, and Milton Davis

Recess was taken from 9:14 a.m. to 9:25 a.m.

## **II. AUDIENCE PARTICIPATION will be limited to one hour.**

Beat Lehmann, 608 Gardenia Drive, encouraged the City to apply for federal economic recovery and resiliency funds, and concerns about Flamingo Ditch.

Linda McCollum, 305 Bayshore Drive, spoke on transparency, the Bayshore sidewalk project, and flooding.

Charles Hines, 121 Charles Drive, Nokomis, Program Director for The Trust for Public Lands of the Florida Gulf Coast Trail, spoke on the Trail Town designation, Florida Gulf Coast Trail, the need for an East-West connector, agency and government coordination, and connectivity.

## **III. CONSENT SECTION:**

A motion was made by Mr. Howard, seconded by Vice Mayor Boldt, to approve items in the Consent Section. The motion carried unanimously by voice vote.

### ***CITY CLERK***

[25-0095](#)

Minutes of the January 17, 2025 Convocation of Governments Special Meeting, February 3, 2025 Strategic Planning Workshop, and February 11, 2025 Regular Meeting

These minutes were approved in the Consent Section.

## **IV. ITEMS REMOVED FROM CONSENT**

There were none.

## **V. COUNCIL ACTION/DISCUSSION**

[25-0096](#)

Mark Beebe, Chair of the Historic and Architectural Preservation Board: Board's Annual Report and Council Approval of 2025 Proposed Agenda Priorities

Chair Beebe presented the Historic and Architectural Preservation Board annual report, including the history of the board, achievements for 2024, and the following proposed agenda of priorities for 2025:

- Continue to review applications for Certificates of Architectural

Compliance (CAC) for properties in the architectural control districts and other applicable applications.

- Continue a historic preservation education outreach program and develop a historic preservation brochure.
- Maintain the Legacy Awards program.
- Continue community education seminars for historic architectural styles and historic preservation within the City of Venice and encourage Local Register applications for those who are eligible.
- Analyze and make recommendations based on the consultant provided survey of historic resources.
- Finalize the update of the approved color palette for the architectural control districts and reformat for easier use by Venice residents and businesses.
- Investigate possible changes to the Board's review authority, including reassigning the responsibility for Local Register properties from the Historic Resources Manager to the HAPB, and any other changes to review authority on historic preservation topics.

There was no public comment.

**A motion was made by Vice Mayor Boldt, seconded by Mrs. Frank, to approve the Historic and Architectural Preservation Board's Annual Report and the proposed 2025 agenda priorities. The motion carried by the following electronic vote:**

**Yes:** 7 - Mayor Pachota, Ms. Farrell, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

[25-0097](#)

Barry Snyder, Planning Commission Chair and Roger Clark, Planning and Zoning Director: Planning Commission's Annual Report and Council Feedback

Chair Snyder presented the Planning Commission's annual report, and reviewed the activity trends of the past four years, annexations, upcoming Comprehensive Plan update, the Seaboard area, special exceptions/design alternatives, appeals/zoning determinations, duties and responsibilities, and answered a Council question regarding Comprehensive Plan Amendments.

Planning and Zoning Director Roger Clark commented on Comprehensive Plan changes and who initiates them.

Chair Snyder answered a Council question regarding special studies and

commented on the Parks Master Plan.

**A motion was made by Vice Mayor Boldt, seconded by Mr. Engelke, to approve the Planning Commission's Annual Report. The motion carried by the following electronic vote:**

**Yes:** 7 - Mayor Pachota, Ms. Farrell, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

Recess was taken from 10:10 a.m. to 10:20 a.m.

## **VI. PUBLIC HEARINGS**

### **A. ORDINANCE - FIRST READING**

[ORD. NO.  
2025-09](#)

An Ordinance of the City of Venice, Florida, Amending the 2017-2027 Comprehensive Plan and Associated Pages Pursuant to Petition No. 24-52CP Specifically to Update Data for Each Mixed-Use Land Use Designation Within Each Neighborhood Area of the City as a Result of New Development through November 1, 2024; Providing for Repeal of All Ordinances in Conflict Herewith; Providing for Severability; and Providing an Effective Date

Clerk Michaels read the ordinance by title only.

Mayor Pachota opened the public hearing.

There were no written communications.

Planning Manager Amy Nelson presented the Comprehensive Plan Annual Development Data update, including Mixed Use Future Land Use Areas, overview with breakdown of Mixed Use areas, and reviewed neighborhoods with notable changes.

There was no public comment.

Mayor Pachota closed the public hearing.

**A motion was made by Vice Mayor Boldt, seconded by Mr. Howard, that Ordinance No. 2025-09 be approved on first reading and transmitted to the Department of Commerce for Review. The motion carried by the following electronic vote:**

**Yes:** 7 - Mayor Pachota, Ms. Farrell, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

### **B. ORDINANCE – FINAL READING**

[ORD. NO.  
2025-10](#)

An Ordinance Amending City of Venice Ordinance No. 2024-25, Which Adopted the Official Budget of The City of Venice, Florida for The Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; by

Increasing the Total Revenue by \$500,000 and Total Expenditures by \$500,000; and Providing an Effective Date

Mayor Pachota opened the public hearing.

Clerk Michaels read the ordinance by title only.

There were no written communications.

There was no public comment.

Mayor Pachota closed the public hearing.

**A motion was made by Mr. Engelke, seconded by Mr. Howard, that Ordinance No. 2025-10 be approved and adopted. The motion carried by the following electronic vote:**

**Yes:** 7 - Mayor Pachota, Ms. Farrell, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

## **VII. NEW BUSINESS**

### **A. RESOLUTIONS**

#### [RES. NO. 2025-04](#)

A Resolution of the City of Venice, Florida, Rescinding Resolution No. 2022-07 to Terminate the Temporary Reduction on Valuation Based Building Permit Fees; and Providing an Effective Date

Clerk Michaels read the resolution by title only.

There was no public comment.

**A motion was made by Vice Mayor Boldt, seconded by Mr. Engelke, that Resolution No. 2025-04 be approved and adopted. The motion carried by the following electronic vote:**

**Yes:** 7 - Mayor Pachota, Ms. Farrell, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

### **B. PRESENTATIONS**

#### [25-0098](#)

Finance Director Linda Senne and Jeff Wolf, Partner, Forvis Mazars: Presentation of the 2024 Annual Comprehensive Financial Report (ACFR) and External Audit (10 min.)

Finance Director Linda Senne and Jeff Wolf, Partner, Forvis Mazars, presented on required communication, service and deliverables, City-wide analysis, the general fund and budget, proprietary funds, and answered a Council question regarding whether the unassigned fund balance as a percentage of total expenditures was high. Mr. Wolf replied it is a Council decision based on the ability to handle economic uncertainty.

[25-0099](#)

Assistant City Engineer Jon Kramer and Jared Schneider, Project Manager, Kimley-Horn & Associates: Multi-Modal Transportation Master Plan Project Update

Assistant City Engineer Jon Kramer and Jared Schneider presented the multi modal transportation plan, including the overview, purpose, schedule, modes the plan addresses, roadway ownership and maintenance, crashes, public engagement and survey, survey responses, recommendations, strategy, opportunity areas, multi-modal toolkit, prioritization criteria table, bicycle recommendations, roadway recommendations, educational programs, policy recommendations, funding and partnerships, next steps, and answered Council questions regarding the Florida Gulf Coast Trail connectivity, sidewalks in the City, speed reduction where there are not sidewalks, golf cart parking and traffic, and the Seaboard master plan report.

### **C. PRESENTATIONS WITH ACTION**

[25-0100](#)

CRS Coordinator Christina Rimes: Adoption of the Floodplain Management Plan Yearly Report, Local Mitigation Strategy Project List Update, and Unified Program for Public Information and Flood Insurance Promotion Plan Yearly Report

CRS Coordinator Rimes provided a presentation on the CRS Plan, the National Flood Insurance Program (NFIP), Community Rating System (CRS), current and past ratings and discounts, savings, CRS activities, Class 5 benefits and achievements, comparison to the rest of the nation, progress towards lower class/higher discount, Floodplain Management Plan Annual Report, Local Mitigation Strategy Plan and project list, Program for Public Information and Flood Insurance Promotion Plan, requested Council approval, and answered a Council question regarding a Watershed Master Plan. Council expressed appreciation for the work on improving the CRS Rating, and commented on the number of buildings insured, airport hangar doors, and projects that were removed.

There was no public comment.

**A motion was made by Mr. Engelke, seconded by Vice Mayor Boldt, to adopt the Floodplain Management Plan Yearly Report, Local Mitigation Strategy Project List Update, and Unified Program for Public Information and Flood Insurance Promotion Plan Yearly Report. The motion carried by the following electronic vote:**

**Yes:** 7 - Mayor Pachota, Ms. Farrell, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

**A motion was made Ms. Farrell, seconded by Mr. Smith, to direct staff to submit a project sheet for the Watershed Master Plan and submit by 5 pm on March 14th, and add it to the Local Mitigation Strategy Project List.**

Discussion took place regarding staff time and priority, and if funds are allocated.

**The motion carried by the following electronic vote:**

**Yes:** 7 - Mayor Pachota, Ms. Farrell, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

Recess was taken from 11:25 a.m. to 11:35 a.m.

[25-0101](#)

Finance Director Linda Senne: Options for Police and Fire Pension Buyouts (10 mins.)

Finance Director Linda Senne presented information requested by Council at Strategic Planning, cost to terminate the plans, estimates from the actuarial valuation reports from 10/1/2024, the process to terminate the plans, alternative to purchasing a group annuity contract, City continuing to administer the plans and maintain responsibility for paying all future benefits, and answered Council questions regarding the process, actuary, pension attorney, last cost of living adjustment for pensioners, City obligation, current structure, financing a buyout, communication, funding, and insurance premiums from state statute.

Kevin McGrath, Chair of the Police Pension Board, spoke on funding, actuarial soundness, the state funding premium tax refund, checks and balances in the system, and returns.

Joe Slapp, spoke on concerns regarding the pension funds, employee contributions, keeping employee benefits, actuarial studies for cost of living adjustments, and not being a financial burden to the City,

Michael Treubert, spoke on the pension system working and the need for COLA adjustments.

Paul Lauffer, District Vice President of the International Association of Firefighters, spoke on the future of pensions, what a change could mean for retirees and future retirees, concerns about vetting, safety of the funds, and state statutes.

**A motion was made by Mayor Pachota, seconded by Vice Mayor Boldt, for the City to continue administering the firefighters and police pension plans and direct staff to bring back the cost of a 1% COLA for each pension plan.**

Discussion took place regarding for the cost of a 1% COLA, concerns about change, and the need for information.

**The motion carried by the following electronic vote:**

**Yes:** 6 - Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

**No:** 1 - Ms. Farrell

Recess was taken from 12:12 p.m. to 12:20 p.m.

***D. COUNCIL ACTION/DISCUSSION - Continued***

[25-0102](#)

Historical Resources Manager Harry Klinkhamer: Cost for Producing a Plaque of the Blackburn Quarters for the Union Missionary Baptist Church

Historical Resources Manager Klinkhamer presented the draft plaque of Blackburn Quarters residents, including 144 names of individuals, at a cost of \$2,689, utilizing in-house staff resources for mounting, and answered a Council question regarding the size of the sign.

**A motion was made by Vice Mayor Boldt, seconded by Mayor Pachota, to approve the cost of \$2,689 and direct staff to move forward with ordering the plaque. The motion carried by the following electronic vote:**

**Yes:** 7 - Mayor Pachota, Ms. Farrell, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

[25-0103](#)

Discuss Time Limits for Applicants Appearing Before the Citizen Advisory Board and the Historic and Architectural Preservation Board (Ms. Farrell)

Ms. Farrell introduced the topic of time limits for advisory boards.

**A motion was made by Ms. Farrell, seconded by Mr. Smith, to institute time limits for applicants coming before the Citizen Advisory Board and Historic and Architectural Preservation Board that are the same as City Council.**

Discussion took place regarding the advisory boards and whether they would prefer controlling their own time limits.

City Attorney Fernandez stated each advisory board may establish their own order of procedures and provide for time limits for quasi-judicial and/or other matters, the Planning Commission has adopted their own order of procedures which includes utilizing Council's time limits for quasi-judicial matters, and noted no boards, including City Council, has time limits for legislative matters. The City Code indicates time limits for Council quasi-judicial topics and public comment, and can be amended to indicate all boards follow the same time limits for quasi-judicial topics if Council directs that.

Ms Farrell indicated her wish to protect the advisory boards' time.

Clerk Michaels commented that the process regarding the renaming of the parks application that was before the Citizen Advisory Board (CAB) was not a quasi-judicial process.

Discussion took place on following rules, orders of procedure, current process for boards and Council, empowering the boards to make their own decisions, not imposing limits on them, not changing rules based on one situation, standard rules for public comment and quasi-judicial matters,



assisting the boards, and compliments to the Chair of CAB.

**The motion failed by the following electronic vote:**

**Yes:** 2 - Ms. Farrell and Mr. Smith

**No:** 5 - Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Howard and Mr. Engelke

[25-0104](#)

Discuss and Review Changes Since Adoption of the City's Logo Policy, Resolution No. 2023-44 (Mayor Pachota)

Mayor Pachota introduced the topic and provided a handout with the recommended changes.

There was no public comment.

**A motion was made by Mayor Pachota, seconded by Mr. Howard, to direct the City Attorney to edit the resolution with the suggested changes and bring back a draft resolution to the March meeting.**

Discussion took place regarding the logos, having only one logo, logo preferences, not proposing additional expense, and following policy suggestions.

**The motion carried by the following electronic vote:**

**Yes:** 6 - Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

**No:** 1 - Ms. Farrell

## **VIII. CHARTER OFFICER REPORTS**

### City Attorney

City Attorney Fernandez had no report.

### City Clerk

City Clerk Michaels indicated the Legislative Referral Tracking report is provided to Council bi-annually if there is anything pertinent to report.

[25-0105](#)

Legislative Referral Tracking Report

### City Manager

City Manager Lavallee reported he would be in Washington with the Mayor next week seeking funding for the Fire Station new building.

## **IX. COUNCIL REPORTS**

### ***Council Member Engelke***

Mr. Engelke had no report.

**Council Member Farrell**

Ms. Farrell had no report.

**Council Member Howard**

Mr. Howard had no report.

**Council Member Smith**

Mr. Smith had no report.

**Council Member Frank**

Mrs. Frank had no report.

**Vice Mayor Boldt**

Vice Mayor Boldt reported on attending a meeting at the Chamber of Commerce and commented on potential improvements to the State College of Florida (SCF) Venice campus.

**Mayor Pachota**

Mayor Pachota reported on the hurricane survey availability, Venice Airport Day, the downtown Venice Art Classic, Megladon Weekend race event, Venice Book Fair and Writers Festival, and requesting funding from the Department of Energy for a floating solar field.


**X. AUDIENCE PARTICIPATION**

There was none.

**XI. ADJOURNMENT**

There being no further business to come before Council, the meeting was adjourned at 12:50 p.m.

ATTEST:

  
Nick Pachota (Mar 13, 2025 12:57 EDT)

Mayor - City of Venice



City Clerk









# Meeting Minutes

Final Audit Report

2025-03-13

Created:	2025-03-12
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