



## MEMORANDUM TO VENICE CITY COUNCIL

**THROUGH CHARTER OFFICER:** Kelly Michaels, City Clerk

**E-SIGN:**

**FROM:** Kelly Michaels, City Clerk

**DEPARTMENT:** City Clerk

**DATE:** January 15, 2025

**MEETING DATE:** January 28, 2025

**SUBJECT / TOPIC:** Annual Reports of Boards

**BACKGROUND INFORMATION:** The Council adopted Resolution #2023-49 amending the guidelines for City Commissions, Boards and Committees. Section 1 of the resolution details a process by which the Chair of various boards appears before the Council during the first quarter, to report their achievements of the past year as well as a proposed agenda of priorities, areas of concern, activities, tasks and goals for the current year.

The council's prerogative is to consider the presentation and then to provide direction, by majority council vote to approve, reject, or modify the proposed agenda of work presented for the current year. This provides the board with a clear understanding as to their role and mission for the coming year.

Chairman Weed of the Citizen Advisory Board has prepared a written report and will be called to present the information, answer questions, and to receive your review of their 2024 achievements as well as your official directive for the board's proposed 2025 agenda.

**SUPPORTS STRATEGIC PLAN:** Goal Six: Preserve the Venice Quality of Life through Proper Planning

**COUNCIL ACTION REQUESTED:** For Council Adoption by Motion

*Note: Included in the agenda packet is a listing of the Citizen Advisory Board's assigned duties and legislative referrals as well as Resolution 2023-49 detailing the annual reporting process.*

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Yes    N/A

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| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Document(s) Reviewed for ADA compliance (required if for agenda posting) |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | City Attorney Reviewed/Approval  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Risk Management Review   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Finance Department Review/Approval                                       |
|                                     |                                     | Funds Availability (account number):                                     |