



City of Venice

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

Meeting Minutes City Council

Thursday, March 18, 2021

8:30 AM

Council Chambers and Virtual

Strategic Planning

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

[21-4950](#)

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

CALL TO ORDER

Mayor Feinsod called the meeting to order at 8:34 a.m.

PLEDGE OF ALLEGIANCE

Ms. Stelzer led the Pledge of Allegiance.

ROLL CALL

Present: 6 - Mayor Ron Feinsod, Vice Mayor Richard Cautero, Council Member Helen Moore, Dr. Joseph Neunder, Council Member Brian Kelly and Dr. Margaret Fiedler
Absent: 1 - Council Member Nick Pachota

ALSO PRESENT

City Attorney Kelly Fernandez, City Manager Ed Lavallee, City Clerk Lori Stelzer, Development Services Director Jeff Shrum, Information Technology Director Christophe St. Luce, Administrative Coordinator Mercedes Barcia, and Recording Secretary Toni Cone.

I. NEW BUSINESS

[21-4951](#)

Discuss Structure and Roles of Advisory Boards and Committees

Mr. Lavallee commented on his March 17, 2021 email and spoke to issues raised by council members regarding advisory boards and commissions.

Discussion followed regarding council liaison appointments, participation in Chamber of Commerce Board of Directors, Coastal Advisory Committee and Venice Housing Authority (VHA), and council liaison role.

Ms. Fernandez responded to council questions regarding the council liaison role, assigning tasks to advisory boards, a council member's ability to communicate with advisory board members, and requesting an advisory

board to make a presentation before council.

Discussion continued on a council member's ability to make a presentation to an advisory board and to council.

Per council's request, Ms. Stelzer read the Environmental Advisory Board (EAB)'s board description, and noted modifications to a board's description would require a change to the ordinance.

Discussion continued regarding the city's organizational chart, Venice Area Chamber of Commerce, Venice MainStreet (VMS), liaison participation and role, and board volunteers.

Ms. Moore spoke to her role as a liaison on VHA.

Discussion ensued on modifying liaison appointments to an as needed basis, improving communication between council and non-statutory boards, boards providing periodic updates to council on major initiatives, relationship between the Architectural Review Board (ARB) and Historic Preservation Board (HPB), structure for assigning tasks to boards, making boards more productive, and bringing up items of concern during council reports.

Mr. Lavallee spoke to advisory boards reporting to council with a proposed agenda for the year, and commented on staff attendance at meetings and boards reporting to council periodically.

Discussion followed regarding council awareness of board initiatives, board jurisdictions, educating board volunteers, and communication between boards.

Recess was taken at 9:37 a.m. until 9:43 a.m.

Ms. Stelzer commented on boards reporting to council, board meeting schedules, new board member orientation packet, and working with facilitator Betsy Steiner on scheduling a new board member orientation.

Discussion continued regarding boards obtaining council approval to pursue initiatives, term limits, and opportunity for residents to serve on boards.

Mr. Lavallee commented on enhancing board training, scheduling yearly meetings with the mayor, charter officers and advisory board chairs, and term limits.

Discussion ensued regarding term limits, Planning Commission Chair Barry Snyder, board volunteers and projects, voluntary membership on external boards, Charlotte Harbor National Estuary Program (CHNEP) Policy Committee, VMS, and narrowing memberships to those organizations that benefit the city.

Ms. Stelzer noted some of the organizations require council membership.

Mr. Lavallee advised he will report back to council on boards that require voluntary membership.

Discussion followed regarding communication protocol for advisory boards.

Mr. Lavallee spoke to creating a policy or resolution that defines communication process.

Discussion ensued on structure for boards initiating projects, merging the HPB and ARB, liaison appointments to city boards, procedure to add time sensitive items on the agenda, reappointment process, size of boards, having certain boards on an as needed basis, and the Construction Board of Adjustment and Appeals.

Ms. Fernandez commented on exploring options for the Construction Board of Adjustment and Appeals.

Recess was taken at 10:32 a.m. until 10:40 a.m.

Discussion took place regarding board descriptions, and merging HPB and ARB.

Ms. Fernandez noted combination of boards is being reviewed as part of the land development regulations (LDR) update.

Discussion continued regarding HPB and ARB functions, obtaining input from the HPB and ARB chair, resident concerns on historic preservation and demolition of historic buildings, and LDR draft status.

Mr. Shrum commented on the LDR process and timeframe.

Per council's request, Mr. Lavallee summarized items to incorporate into a policy.

Discussion followed regarding city liaison appointments, advisory board chairs reporting to council minimum once a year, liaison purpose, benefit,

attendance and participation, building relationships with board members, council members participating in the same meeting, council appointments to external boards to include determining which requires a municipal representative to attend, liaison appointments to the Coastal Advisory Committee, Chamber of Commerce Board of Directors and VHA, and boards that are significant to the city.

Recess was taken at 11:36 a.m. until 11:39 a.m.

[21-4952](#)

Discuss Endorsement of Statewide Issues

Mr. Lavallee spoke to endorsement of statewide issues.

Discussion followed on supporting initiatives requested by regional boards, the city's affiliation with Florida League of Cities (FLC), state preemptions that affect home rule, and consulting with Capital City Consulting prior to endorsing city initiatives.

There was consensus to consult with Capital City Consulting prior to endorsing city initiatives.

In response to council, Mr. Lavallee explained a council member can express his opinion as a citizen.

II. AUDIENCE PARTICIPATION

Ms. Stelzer advised John Holic and Ronald Courtney signed up to speak but are not present.

III. ADJOURNMENT

There being no further business to come before Council, the meeting was adjourned at 11:57 a.m.

ATTEST:

Mayor - City of Venice

City Clerk