



MEMORANDUM

City of Venice

City Manager's Office

TO: Honorable Mayor and Council Members

THROUGH: Ed Lavallee, ICMA-CM, MPA, City Manager

FROM: James R. Clinch, PE, Assistant City Manager and Kelly Michaels, MMC, City Clerk

DATE: February 15, 2022

COUNCIL APPROVAL: Yes

MEETING DATE: February 22, 2022

STRATEGIC PLAN GOAL: Preserve the Venice Quality of Life through Proper Planning

SUBJECT: Resolution No. 2022-03, Board Guidelines and Legislative Referral Process

Background: Resolution 2022-03 is intended to further clarify the guidelines for commissions, boards and committees by providing a transparent structure for the request of legislative action, the referral process, vetting and study of the matter, the receiving of recommendations, and tracking of the legislative referral from start to finish. The process detailed in the resolution gives the City Council the initial review authority on legislative topics of broad public interest or that will ultimately require council action by resolution or ordinance. This resolution fulfills the Council's directive to the City Manager at the February 8, 2022 council meeting (22-5452) to clarify the council's direction to Advisory Boards, Committees and Commission (Res. 2021-02).

Requested Action: Approval of Resolution 2022-03

If for an agenda item, this document and any associated backup created by City of Venice staff has been reviewed for ADA compliance: Yes

City Attorney Review/Approved: Yes

Risk Management Review: N/A

Finance Department Review/Approved: N/A

Funds Availability (account number): N/A

ORIGINAL(S) ATTACHED: Resolution 2022-03

Cc: Click or tap here to enter text.