

City Commission Workshop

December 10, 2024

4:30 p.m.

ELECTED/APPOINTED OFFICIALS PRESENT:

Adrian Petrila, Mayor

Joe Moholland, Vice Mayor, Commissioner, District 4

Karen Marriott, Commissioner, District 1

Lisa Robinson, Commissioner, District 2

Betty Rzewnicki, Commissioner, District 3

STAFF PRESENT:

Ralf Brookes, Interim City Attorney

Frances Robustelli, City Manager

Amber LaRowe, City Clerk

Mayor Petrila called the workshop to order at 4:30 p.m., followed by the Pledge of Allegiance.

1. DISCUSSION

a. Advisory Boards and Committees Code of Ordinances

City Clerk LaRowe stated that she had attached the following: Chapter 22 of the Code of Ordinances, which outlines the expectations of the City's advisory boards; Vice Mayor's notes as distributed at the August City Commission meeting; board members' attendance in 2024; and the adopted 2025 advisory board meeting calendars.

Vice Mayor Moholland communicated his observations over the last year as a spectator, a Board of Adjustment member, and a Commissioner. He would like to review and focus on board member attendance in person and virtually, the number of meetings per year, lobbyist reporting requirements, and the direction/priorities for each board to focus on. He focused on what he considers the "big 4"—the Beach Stewardship, Board of Adjustment, Historic Preservation, and Planning.

Mr. Moholland led the discussion, beginning with the Beach Stewardship Committee's duties. He mentioned a conversation with the Board Chair and the Vice Chair (separately). Both indicated they wished for more involvement and support from the City's staff; monthly meetings were mentioned.

The Commission discussed that each board is responsible for setting priorities at the first meeting of each calendar year. The Commission preferred that each board discuss its goals for the year at the first meeting, which would dictate whether there would be a need for more meetings and/or staff support. After their meeting, a representative from each board would be asked to meet with the Commission to elaborate on their goals and the needs to accomplish those.

City Manager Robustelli suggested that the Commission table the goal setting for each board until after the priority session that the Commission will undergo in April. The Commission agreed and desired that each board focus on aligning with those mentioned at the December 7th Commission priority work session.

Lobbyist quarterly reports were discussed. City Clerk LaRowe mentioned that the Board of Adjustment and Planning Board members are the only ones required to report quarterly; no penalties are outlined in the current code for non-reporting. Attorney Brookes was asked to modify the code to say that those members who needed to report but did not report would be penalized in the following ways: the first missed report will mean that the board member is not allowed to participate in any board meetings until the report is turned in and that a second missed report (per term) will mean that the board member is automatically removed from the board.

Commissioner Robinson inquired about allowing a board member who is also a member of a lobbying group to

serve on a board. She will contact the City Attorney to discuss the specifics.

The Commission discussed virtual meeting attendance by board members and agreed that no such attendance is authorized. Excused and unexcused absences were mentioned; each board should review its attendance policy [as written in the code] and discuss any changes that they feel may be necessary.

Mayor Petrila adjourned the meeting at 5:32 p.m.

MINUTES APPROVED: JANUARY 14, 2025



AMBER LAROWE
CITY CLERK



ADRIAN PETRILA
MAYOR