

**NORTH PORT CITY COMMISSION  
MINUTES OF WORKSHOP MEETING  
TUESDAY, FEBRUARY 5, 2002**

Present: Commissioner Berryman, Chairperson; Commissioners Gross, Fink, Lockhart and Williamson; Acting City Manager/City Clerk Briggs and Police Captain Colligan.

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1. Call to Order/Roll Call: Chairperson Berryman

The North Port City Commission Workshop Meeting was called to order at 4:00 p.m. in the City Chambers.

City Clerk Briggs displayed the "Key to the City" and recommended that the Commission consider presenting the key to special visiting dignitaries and that Commission approval be obtained prior to awarding the key. Thereafter, *there was general Commission consensus that Commission approval be obtained prior to key presentation.* It was also suggested that a record be kept of the recipients for display in the Commission Chambers.

2. Review, discussion relating to Ordinance No. 98-6, relating to Boards and Committees.

It was noted that any reference to boards shall also include councils, committees and ad hoc committees. For expediency, it was recommended to review the ordinance by section. Comments and recommendations follow: 1) throughout the document, the City Clerk used a numbering system adhering to present ordinance guidelines; 2) Section 4.01 - specify annual report as verbal; 3) Section 4.01 - utilize an appendix listing staggered report presentation dates for each board; 4) make a new Section 4.02. - to include verbiage relating to periodic verbal reports by pertinent outside committees; 5) City Clerk will contact all boards to determine appropriate presentation dates; 6) Section 4.02 - remove the words "annually during the month of April of each year", add the words ""meet with the boards as necessary" and it will now become Section 4.03; 7) Section 4.03 - will now become Section 4.04, add the word new when referring to applicants and remove the words "as well as the board members whose terms are expiring"; 8) request that applications be updated on a regular basis; 9) City Clerk will start a new process of posting and providing the Commission with a board vacancy list (three months prior to term expiration) to include name, expiration date and appointment date; 10) Section 4.04 now becomes Section 4.05; 11) create a new Section 4.06 to include verbiage stating that no sub-committees can be formed without prior approval of the commission; 12) Section 5.01 - change last sentence to read "a member may not serve as Chairperson for more than two consecutive years"; 13) Section 5.02 - change third line to read "these meetings shall be used solely in determination of attendance", and in last line, "in" should be changed to "on"; 14) Section 6.01 - add verbiage to exclude Police and Fire Pension Boards and specify appointments made by the membership or those covered by State Statute. *There was general Commission consensus to specify Police and Fire Pension Board's membership as five;* 15) *there was general Commission consensus that the alternate member must meet the one year requirement prior to being appointed as a regular member;* 16) Section 6.01 - fourth