



## Legislation Details (With Text)

**File #:** 18-055      **Version:** 1      **Name:**  
**Type:** Ordinance      **Status:** Passed  
**File created:** 1/24/2018      **In control:** City Commission Special Meeting  
**On agenda:** 2/1/2018      **Final action:** 2/1/2018  
**Title:** Ordinance No. 2018-02, first reading, Use of Meeting Rooms in City Hall  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Ordinance No 2018-02, 2. Current Reservation Form

Date	Ver.	Action By	Action	Result
2/1/2018	1	City Commission Special Meeting	read by title only	Pass
2/1/2018	1	City Commission Special Meeting	approved as amended	Pass
2/1/2018	1	City Commission Special Meeting	amended	Fail
2/1/2018	1	City Commission Special Meeting	approved as amended	Pass

**TO:** Honorable Mayor & Members of the North Port Commission

**FROM:** Peter D. Lear, CPA, CGMA, City Manager

**TITLE:** Ordinance No. 2018-02, Use of Meeting Rooms in City Hall

### Recommended Action

Continue Ordinance No. 2018-02 to second reading on February 13, 2018.

### Background Information

At the February 14, 2017 City Commission meeting, the Commission directed the City Manager and City Attorney to establish an administrative process and procedure for reserving meeting rooms within City Hall for use not related to City business. Ordinance No. 2018-02 has been prepared to amend the City Code by adding to Chapter 2, adding a new Article XI - City Facilities with Sections 2-601 and 2-602 addressing reservations and priority for use. There will not be a charge if the room is used during regular business hours. The priority will be as follows:

- (1) City government;
- (2) Government organization;
- (3) Government-sponsored organization;
- (4) Not-for-profit organization;
- (5) Non-governmental organization; and
- (6) Other requestor.

### Strategic Plan

Financially Responsible City Providing Quality Municipal Services

**Financial Impact**

Based on Commission direction, there are not any anticipated financial impacts.

**Procurement**

N/A

Attachments:

1. Ordinance No. 2018-02
2. Current Reservation Form

**Prepared by:** Pete Lear

**Department Director:** Pete Lear