



Legislation Text

File #: 20-2096, **Version:** 1

TO: Planning and Zoning Advisory Board

FROM: Nicole Galehouse, AICP, Planning Division Manager

SUBJECT: 2019 Annual Report to the Commission

Recommended Action

1. Review and approve or revise PZAB goals for 2020.
2. Review and approve Annual Report and method of submittal to City Commission.

General Information

Per City Code Sec. 4-7. - Reports. (a) All boards shall provide an annual report from the previous year to the City Commission including their goals for the next year. The City Commission shall review the annual reports, duties, responsibilities and goals of the boards, and thereafter meet with the boards to address issues if necessary.

Per a memo from City Manager dated January 19, 2018, there are three options available to accomplish the above requirement:

1. Request a joint meeting at a regular meeting and thereafter present a report at the joint meeting.
2. Submit report at a special recognition meeting.
3. Submit report to City Manager and the City Manager will forward to Commission with a cover memo.

The attached draft annual report includes the PZAB goals that were stated for the last year. This is an opportunity to review and revise those goals for 2020.

Attachments:

1. Draft 2019 PZAB Annual Report

Prepared by: Nicole Galehouse, AICP, Planning Division Manager

Department Director: Frank Miles, MPA, Director, Neighborhood Development Services