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# City of Gainesville

City Hall  
200 East University Avenue  
Gainesville, Florida 32601



## Minutes - Draft

January 22, 2019

1:30 PM

City Commission Special Meeting

Roberta Lisle Kline Conference Room

## City Commission

*Mayor Lauren Poe (At Large)*

*Commissioner Helen Warren (At Large)*

*Commissioner Gail Johnson (At Large)*

*Commissioner Gigi Simmons (District 1)*

*Commissioner Harvey Ward (District 2)*

*Commissioner David Arreola (District 3)*

*Mayor-Commissioner Pro Tem Adrian Hayes-Santos (District 4)*

*If you have a disability and need an accommodation in order to participate in this meeting, please contact the Office of Equal Opportunity at (352)334-5051 at least two business days in advance. TTY (Text Telephone Telecommunication Device) users please call 711 (Florida Relay Service). For Speech to Speech (STS) relay, please call 1-877-955-5334. For STS Spanish relay, please call 1-877-955-8773. For STS French Creole relay, please call 1-877-955-8707.*

Commissioner Arreola: What is political advocacy and what is not; and 2) Needs to be a firewall between campaign activity.

The Commission asked the Clerk and City Attorney to provide information on how to do that - and what other Florida communities do (using staff time/resources) for the political advocacy realm.

Omichele Gainey asked the Commission to establish what they want in terms of resources on a yearly basis.

Commissioner Arreola: 1) Need an enforcer for the guidelines; 2) City employee that is empowered; and 3) Keep Commission steady with guidelines. Jo Beaty spoke to the matter.

## II. Sunshine Law

Commissioner Johnson: 1) City Commission emails - how to respond. Commissioner Poe stated that you should "reply all" and for staff not to do automatic replies to constituents.

Commissioner Ward: 1) Lack of workflow for constituent services. Find some way to make it work - standard system. Dan Hoffman spoke to the matter. Andrew Persons spoke to the matter.

Commissioner Simmons: 1) Come up with a hotline or telephone number that covers problems/issues; and 2) Look at Department of Doing Program (JOT Form) and pair with the Communications Director.

Mayor Commissioner Pro Tem Hayes-Santos: 1) Web page follow-up. Dan Hoffman stated this will be updated with the new launch.

Commissioner Warren: 1) 311 constantly evolving; and 2) emails - staff to forward and get it fixed.

Commissioner Arreola: Are Fellows revamping website.

Mayor Poe: 1) Staff help with workflow software; and 2) Meeting request form should be used to schedule meetings.

## V. Commissioner Interaction with City Staff

Mayor Poe: What constitutes a staff meeting. Nicolle Shalley and Dan Hoffman spoke to the matter.

Commissioner Johnson: 1) Role as a Commissioner - important to understand what is going on in all levels, should be privy to meetings that are happening within the City - work towards getting to that place. Dan Hoffman spoke to the matter.

Commissioner Simmons: Wanted clarification on "Commissioners have no role in such matters".

Commissioner Warren: Influence instead of intimidate.

Mayor Poe: 1) What meetings are appropriate (carve out); 2) We are policy makers -

not managers; 3) Be able to have the opportunity to learn (develop module); and 4) Tutorial - combine with a past example.

Mayor-Commissioner Pro Tem Hayes-Santos: Clarify/change wording in last paragraph "Commissioners should not solicit any type of political support from City staff".

#### IV. Use of City Resources by the City Commission

Commissioner Ward: Individual letterhead. Nicolle Shalley stated that the City seal should only be used on the official City letterhead.

#### VIII. Commissioner Conduct with Appointed Boards

Commissioner Simmons: Attending events as a resident. Dan Hoffman stated that he will soften the language.

Commissioner Johnson: Budget discussions (allocating money in the budget for public engagement). Omichele Gainey asked the Commission to determine who makes those decisions for the expenditure of those funds.

Commissioner Warren: 1) Attending citizen meetings; and 2) Campaign funds.

The Clerk will bring back the "Jot Form".

Commissioner Arreola left the meeting at 4:34 PM.

**RECOMMENDATION**            The City Commission hear a presentation and take action deemed necessary.

### 170980.

#### **Legislative Process (B)**

Omichele Gainey, Bobby Griffith and Anne Wolfe made presentations.

Listed below are comments/suggestions from the Mayor and Commissioners.

Mayor Poe: 1) Commission ownership of each referral; 2) Prioritization process - each priority issue has a Commissioner Champion to work with staff to guide through the process; 3) Have GPC every other month or quarterly - everyone gives an update - keep moving forward; 4) Policy vs. tactics; and 5) Accountability.

Mayor Commissioner Pro Tem Hayes-Santos: 1) In favor of having a committee structure to be sure that voices are heard; and 2) Prioritizing.

Commissioner Simmons 1) Committee and Champion - more dialogue; 2) Have the BEBR report as a framework (3-5 year plan) - prioritize 2 items from report; 3) Score sheet - pillars; and 4) Community go out and do the research - then bring back to Commission.

Commissioner Johnson: Exceptional document - thank you.

Mayor Poe - Color code the flow chart.

Mayor Commissioner Pro Tem Hayes-Santos: 1) Not changing underlying issues; and 2) Checking in and staying on tract.

Commissioner Ward: 1) Appreciates the flow chart; 2) System that Commission knows how it works; 3) Two (2) tracts; 4) Previous issues need to be addressed; 5) Big ideas get pushed through; and 6) Keeping things in the pipeline.

Omichele Gainey spoke to the matter. Will handle other inquiries separate.

Commissioner Warren left the meeting at 5:17 PM.

Dan Hoffman spoke to the matter regarding a Committee vs. Champion.

Mayoe Poe: Bring this back as soon as staff feels like they are ready to take action.

RECOMMENDATION

The City Commission hear a presentation and take action deemed necessary.

**PUBLIC COMMENT**

*Donald Shepherd*

**COMMISSION COMMENT**

**ADJOURNMENT - 5:35 PM**