

City of Gainesville

City Hall
200 East University Avenue
Gainesville, Florida 32601



Minutes - Final

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)

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CALL TO ORDER - 1:35 PM**AGENDA STATEMENT****ROLL CALL**

Present 7 - Mayor Poe, Commissioner Ward, Commissioner Arreola, Commissioner Warren, Commissioner Johnson, Commissioner Simmons, and Mayor-Commissioner Pro Tem Hayes-Santos

ADOPTION OF THE AGENDA

Jo Beaty spoke to the matter.

A motion was made by Mayor-Commissioner Pro Tem Hayes-Santos, seconded by Commissioner Ward, that this Matter be Adopted. The motion carried by the following vote:

Aye: 6 - Mayor Poe, Commissioner Ward, Commissioner Warren, Commissioner Johnson, Commissioner Simmons, and Mayor-Commissioner Pro Tem Hayes-Santos

Absent: 1 - Commissioner Arreola

BUSINESS DISCUSSIONS[180487.](#)**Commission Guidelines (B)**

Omichele Gainey gave a presentation.

Commissioner Arreola arrived at 2:06 PM.

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

I. Form of Government, Roles and Authority

Commissioner Johnson: Asked about Charter Review Committee and timeline. Omichele Gainey spoke to the matter. Jo Beaty and Donald Shepherd spoke to the matter.

Commissioner Simmons: Last paragraph - scrutinizes the conversation. How do you deal with that. Commissioner's Ward and Warren spoke to the matter; and 2) Ceremony event - wanted an example. Mayor Poe spoke to the matter.

Commissioner Johnson: 1) Communications (prelimited staff time for events) - Nicolle Shalley, Dan Hoffman, Ed Bielarski and Commissioner Ward spoke to the matter; and 2) Putting more resources aside that can help with outreach.

Mayor Poe: Explore the idea for staff time to work on public engagement (i.e., what types of communications are effective, what can we do to maximize time with the community).

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 track.

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