

**CITY OF ANNA MARIA
SPECIAL COMMISSION MEETING
NOVEMBER 12, 2004
4:00 P.M.**

CALL TO ORDER (4:08 p.m.)

PLEDGE TO THE FLAG

ROLL CALL: Mayor SueLynn, Commissioner John Quam, Commissioner Dale Woodland, Commissioner Carol Ann Magill, Commissioner Duke Miller, Commissioner Chair Linda Cramer

Also present: City Clerk Alice Baird, Minutes Clerk Sylvie Reichmann

Press: Sun, Islander

Mayor SueLynn called the Meeting to order. She indicated that she would serve as Chair this meeting until the Commission has elected their Chair.

1. SWEARING IN OF MAYOR AND COMMISSIONERS

City Clerk Alice Baird swore in SueLynn as Mayor of the City of Anna Maria, Florida. The City Clerk then collectively swore in Commissioner Duke Miller and Deputy Commission Chair Linda Cramer.

2. APPOINT COMMISSION CHAIRPERSON AND DEPUTY COMMISSION CHAIRPERSON

MOTION: Deputy Commission Chair Linda Cramer nominated Commission Chair John Quam for election as Chairperson for an additional term, seconded by Commissioner Duke Miller.

Vote: All Ayes. Motion carried unanimously.

Commission Chair John Quam indicated that he would be honored to serve as Chairperson for the coming year. Mayor SueLynn congratulated Commission Chair John Quam upon his re-election by the Commission.

MOTION: Commissioner Carol Ann Magill nominated Deputy Commission Chair Linda Cramer for election as Deputy Commission Chairperson, seconded by Commissioner Dale Woodland.

Vote: All Ayes. Motion carried unanimously.

Commission Chair John Quam congratulated Commissioner Cramer upon her election as Deputy Commission Chairperson.

3. CODE OF ETHICS

Commission Chair John Quam confirmed that all the Commissioners had read and concurred with the Code of Ethics. City Clerk Alice Baird collected a copy from each Commissioner, endorsed by his or her signature.

Commission Chair John Quam and Commissioner Carol Ann Magill confirmed with Mayor SueLynn that the Code of Ethics and the Code of Conduct had been reviewed in July 2004. The Mayor said that the Commission could consider reviewing the Code of Ordinances for the Anna Maria Administration. Commission Chair John Quam confirmed that the subject would be on the December 9th Work Session agenda.

4. **BASIC RULES OF ORDER FOR MEETINGS**

MOTION: Commissioner Dale Woodland moved to adopt the Roberts Rules of Order for conducting Commission meetings, seconded by Deputy Commission Chair Linda Cramer.

Vote: All Ayes. Motion carried.

Commission Chair John Quam referred to a draft of Commission rules for consideration. He asked for the Commissioners' help in enforcing these rules.

Commissioner Duke Miller requested that the bell be returned to Commission meetings to indicate speakers' time exceeded.

Commission Chair John Quam referred to City Attorney Jim Dye's memo of November 5th, 2004.

Commission Chair John Quam proposed holding quasi-judicial public hearings on the third Thursday of each month (as needed) and received consensus for this policy.

Commissioner Carol Ann Magill requested that P&Z's reasons for approval or denial be set forth and clearly documented.

MOTION: Deputy Commission Chair Linda Cramer moved for the Commission to adopt the Rules of Order for Commission Meetings dated November 12, 2004, as amended. The motion was seconded by Commissioner Duke Miller.

Vote: All Ayes. Motion carried.

Commissioner Duke Miller recommended that Commission Chair John Quam write up a procedure for swearing in of speakers that could be read at the beginning of each public hearing.

Mayor SueLynn indicated, relative to Public Comment, that many public questions and comments are related to administrative activities, and this takes up Commission meeting time. She suggested that residents could be requested to address such questions to City Hall before bringing them to Commission meetings. The Mayor also asked Commissioners to get their

administration-related questions in to her, if possible, a week before meetings so that she can arrive prepared with pertinent answers.

5. LIAISON ASSIGNMENTS

Commission Chair John Quam - Island Players
Commissioner Duke Miller- CIAC
Deputy Commission Chair Linda Cramer-Historical Society, EEEEC
Commissioner Carol Ann Magill - Community Center
Commissioner Dale Woodland- Comp Plan Ad Hoc, Chamber of Commerce

Mayor SueLynn asked the Commission to consider the Stormwater Improvement Grant Committee as an additional Commission liaison position. Commission Chair John Quam confirmed that Commissioner Duke Miller would be willing to fill this position. The Mayor said that she did not think that the Public Works Director and the City Engineer should have sole responsibility for this kind of reporting. Commissioner Duke Miller said his reason for accepting such a position would be to make sure that the person that is responsible acts accordingly. **There was consensus for Commissioner Duke Miller to be the Commission Liaison for the Stormwater Improvement Grant Committee.**

PUBLIC COMMENT

Shirley O'Day recommended combining #3 and #4, since they both relate to legislative activity.

PRESS COMMENT

Rick Catlin of The Islander noted that in Holmes Beach, speakers are required to give their names, addresses, and to state whether or not they have been sworn in.

ADJOURNMENT

MOTION: Commissioner Duke Miller moved to adjourn the meeting, seconded by Deputy Commission Chair Linda Cramer.

Vote: All Ayes. Motion carried.

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Alice Baird
City Clerk

December 17, 2004
Date