

City Council Chamber
735 Eighth Street South
Naples, Florida 33940

City Council Orientation - February 10, 1994 - 9:00 a.m.

Present: Paul W. Muenzer, Mayor

Marjorie Prolman
Fred Tarrant
Council Members

Also Present:

Dr. Richard L. Woodruff, City Manager
Kevin Rambosk, Assistant City Manager
William Harrison, Finance Director
Mary Kay McShane, Human Resources Director
Missy McKim, Community Development Director
John Cole, Chief Planner
Marilyn McCord, Deputy City Clerk

Mayor Muenzer

Mayor Muenzer welcomed Council Members Prolman and Tarrant and reviewed procedures followed by Council relative to meetings, work responsibilities, relationship to staff, etc. The Mayor particularly stressed the Sunshine Law restrictions. He asked that Council Members go through the City Manager when work is to be assigned to staff; Dr. Woodruff will in turn assign the work to the appropriate staff person.

Finance

Finance Director Bill Harrison used visual aids to review the Finance Department functions (Attachment #1). Mr. Harrison described the City's budget process and the various funds.

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Human Resources

Human Resources Director Mary Kay McShane began her comments by reading the Human Resources Mission Statement. Ms. McShane distributed handouts (Attachment #2) outlining the Department's functions and major responsibilities by position.

Community Development

Community Development Director Missy McKim and Chief Planner John Cole reviewed the functions of the Community Development Department, which consists of the Planning, Natural Resources, and Building Divisions. Ms. McKim explained the permitting and inspection processes and provided some background relative to the Comprehensive Development Code, Comprehensive Plan, Growth Management Plan, etc.

Each of the Department Heads assured the new Council Members that they are available to answer questions and provide additional information.

ADJOURN: 12:30 p.m.

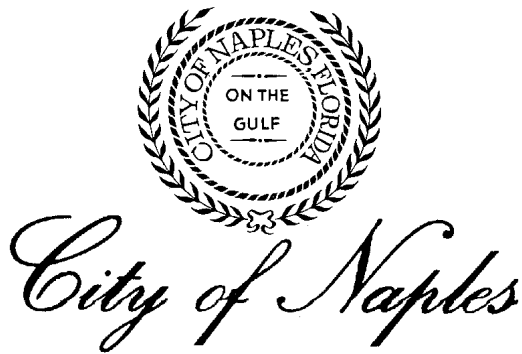
PAUL W. MUENZER, MAYOR

Janet Cason
City Clerk

Marilyn McCord
Deputy City Clerk

These minutes of City Council were approved on March 2, 1994.

City Council XXXXX Meeting - Month XX, 199



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City Council Orientation

Thursday, February 10, 1994

Convened 9:00 a.m. / Adjourned 12:30 p.m.

Orientation of New City Council Members:

Mayor Muenzer

Finance

Human Resources

Community Development