

City Operations Committee, Monday, February 3, 2014, North & South Collaborations Conference Room, 1<sup>st</sup> Floor, City Hall, Orlando, Florida

Attending:

Frank Billingsley, Chief of Staff  
Byron Brooks, CAO  
Rebecca Sutton, Chief Financial Officer  
Deborah Girard, Deputy CAO  
John Miller, Chief, OFD  
Lisa Early, Families, Parks & Recreation Director  
Brooke Bonnett, Economic Development Director  
Oren Henry, Housing & Community Development Director  
Alana Brenner, City Clerk

Byron Brooks called the meeting to order at 9:50 a.m. The Committee considered a proposed new policy creating a procedure for the creation of temporary, ad hoc and advisory committees. Mr. Brooks called on Deputy City Attorney Jody Litchford who explained the proposed policy and discussed other related activities taking place simultaneously such as a new agenda category "for information only" and new online training tools for boards members.

It was moved by Rebecca Sutton and seconded by Lisa Early to approve the new policy. Motion passed unanimously.

Meeting adjourned at 9:55 a.m.

A handwritten signature in black ink, reading "Alana Brenner". The signature is fluid and cursive, with the first name "Alana" and last name "Brenner" clearly distinguishable.

Alana Brenner  
City Clerk