

CITY MANAGER REPORT ON COMMISSION DIRECTED ITEMS

Item	Commission Meeting or Special Meeting Date	Assigned to Department	Description of Project	Month or Agenda Due Date	Completion Date
1	January 10, 2017	NDS	Fracking ordinance	November 2018	
2	April 4, 2017	City Manager	Build relationship with High School to implement internship programs/give monthly update/ August 2017 implementation goal (updated email 12/5/17)	November 2018	
3	4/6/2017/ & 7/13/17	NDS	Ordinance with sunset clause prohibiting phosphate mining in the City. <b>1) Currently under review with CAO</b>	November 2018	
4	April 11, 2017	NDS	Staff bring back a new ordinance for Street Naming removing Chapter 70-64 <b>1) This will take place with the ULDC rewrite</b>		
5	April 11, 2017	NDS	Staff to review Chapter 46, Section 2, division 2 (noise)	May 3, 2018	May 8, 2018
6	March 8, 2017	City Manager	Staff to update and bring back to the Commissioner orientation manual.	October 23, 2018	
7	June 7, 2017	Parks and Recreation	Work with Sarasota County and Southwest Florida Water Management District for Deer Prairie Creek Connector Bridge.	<b>On hold pending outside agencies</b>	
8	June 27, 2017	NDS	Staff to bring back revised neighborhood maps in the Comp Plan for discussion (2-54 thru 2-82). In minutes it's item 11 on page 3	January 2019	
9	July 3, 2017	City Manager	City Manager to give full update on the Walgreens Funding aka "clock" artwork at Sumter & Price - \$10k (minutes item #3 on page 2) found discussion also in 5/23/15 meeting. <b>1) Memo sent to Commission 9/19/18</b>	<b>On hold pending "call to artists" per memo</b>	

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10	July 3, 2017	City Manager	Art Advisory to consider music dance entertainment before evening commission meeting by local performers including schools. <a href="#">Memo sent to Commission 9/19/18</a>	<a href="#">On hold pending "call to artists" per memo</a>	
11	July 3, 2017	Parks and Recreation	Art Advisory & Parks and Rec Advisory Board to hold joint meeting <a href="#">1) Memo sent to Commission 10/15/18</a>		September 10, 2018
12	July 25, 2017	Parks and Recreation	Workshop/meeting on camping ordinance (reschedule to future date)	<a href="#">Staff researching</a>	
13	July 27, 2017	City Manager	Logistics for Commissioner Town Hall meetings to be discussed at future Commission Meeting.	December 2018	
14	July 27, 2017	City Manager	Costs to follow US Flag Code; City Logo Flags and Future Agenda items	<a href="#">Staff researching</a>	
15	July 27, 2017	City Manager	City Manager to discuss with Art Advisory Board the mural at the Senior Center. <a href="#">Memo sent to Commission 9/19/18</a>	<a href="#">On hold pending "call to artists" per memo</a>	
16	September 7, 2017	NDS	Tree Beautification and Parks & Rec to have a joint meeting and include Treejuvination presentation.		August 16, 2018
17	September 7, 2017	Public Works	Mulching and Transfer Station project presentation.	November 2018	
18	October 5, 2017	NDS	Change codes to all allow outside commercial storage.	September 11, 2018	<a href="#">Pending 2nd Reading October 23, 2018</a>
19	October 10, 2017	City Manager /City Attorney	Workshop/special meeting on Advisory boards - qualifications and applications, quorum requirements, residency (snowbirds) 3/5/18 rescheduled to a future date.	July 2, 2018	CAO working on ordinance code changes

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20	October 24, 2017	Public Works	Check on payment to fill pothole on Outreach Way from 7 years ago.	<b>Staff is working on getting this property turned over to the City</b>	
21	October 24, 2017	Public Works	Research a show case on first floor of City Hall. <b>1) Memo sent to Commission 7/16/18;</b> <b>2) Staff is meeting with school principal on 9/20/18 , will provide an update on options in October</b> <b>3) Memo sent to Commission on 10/15/18 update on meeting with School and financing of showcase</b>	October 2018	
22	November 13, 2017	NDS	Revitalization mechanism and stop gap for redevelopment and blight (minutes: Public comment section #8)	January 2019	
23	November 28, 2017	Public Works	Map with bus stops and sidewalks with accident reports for some of the intersections mentioned in the crosswalk study for future improvements.	October 2018	
24	November 28, 2017	Public Works	Feasibility of 3 way stop at Appomatox and Pan Am. <b>1) Memo sent to Commission 9/19/18</b>	November 2018	
25	November 28, 2017	Public Works	Biscayne and Pan Am proposed cross walks - fiscal impact before prioritization. <b>1) Memo sent to Commission 10/15/18</b>	October 2018	October 2018
26	January 9, 2018	Public Works/ City Attorney	Check with FDOT about installing anti-littering signs along 41; CA to work with NPPD on signage through the City; School contests	November 2018	
27	January 9, 2018	City Manager	City Manager to check on County funding sources for pool; Sarasota interest in using pool for school teams and programming (page 11 #6)	<b>Letter to School Board Feb 2019</b>	
28	February 5, 2018	City Manager	Reach out to SMH to give presentation and Q&A (follow up letter sent 5/8) <b>1) Memo sent to Commission 9/19/18</b>	September 2018	<b>Pending 1 on 1 meetings with SMH CEO</b>

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29	February 13, 2018	City Manager	Invite SCAT to do a presentation to Commission; including the \$\$ NP pays into SCAT; ROI <a href="#">1) Memo sent to Commission 9/19/18</a>	Memo to update Commissioners October 2018	<a href="#">Pending CM discussion with SC Admin on SCAT presentation</a>
30	February 13, 2018	NDS	Agenda item to review the codes regarding vacation of easements allowing a provision for circumstances that are not fault of the property owner.	November 2018	
31	February 13, 2018	Public Works	Traffic signal at High School - inhouse signal warrant analysis, place on agenda and email results (minutes Page 3 Item #B #1) (email update- will hire consultant?) <a href="#">1) Memo sent to Commission 10/15/18</a>	March 2019	
32	February 13, 2018	City Manager	Staff to research Hurricane Irma grants.	Ongoing	
33	February 27, 2018	City Manager NDS	Regarding Tree Ordinance, staff directed to prepare memorandum to the CM with the tentative dates for the following: 1) Public Charette Mtg 2) City Commission Workshop	October 2018	1) Public Meetings; April 23rd and April 25th 2) Commission Wkshp Nov-Dec 2018
34	March 5, 2018	City Manager	Workshop rescheduled: Advisory boards.	See # 19	
35	March 6, 2018	Public Works	Send letter to FDOT prioritizing Access roads on 41, I-75 corridor connect to Honore and invite for DOT to give Commission a presentation	January 2019	
36	March 8, 2018	NDS	Mobility fee vs impact fee at current rate and at the 100% rate for comparison; dollar amounts for each category collected from past 2 years.	December 2018	
37	March 27, 2018	Public Works	Bring back plan including costs of lighting and amenities on US 41 Multimodal Project on the City side of ROW. <a href="#">Per CM moved from 9/25/18 agenda to 10/23/18 agenda</a>	October 23, 2018	
38	April 5, 2018	Public Works	Send canal watch program info to Commissioners. <a href="#">1) Memo sent to Commission 10/15/18</a>	October 2018	October 2018

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39	April 5, 2018	Parks and Recreation	Warm Mineral Springs - Arborist to conduct tree survey and submit to the consultant	December 2018	
40	April 6, 2018	Public Works	Culvert permit/line and grade includes ROW use	December 2018	
41	April 10, 2018	City Manager	Congratulatory letter to all elected officials introducing our Commission <b>1) This will be done on biennial basis or after election</b>		
42	April 10, 2018	NDS	Workshop on permitting and building processes and improvements.	January 2019	
43	April 20, 2018	City Manager Public Works	Send additional information about widening Hillsborough Blvd. <b>1) Memo sent to Commission 10/15/18</b>	November 2018	
44	April 24, 2018	City Manager	Speak with Victor Dobrin concerning fees/assessments for West Villages . <b>CM meeting with Mr. Dorbin on 9/19/18</b>	September 19, 2018	September 19, 2018
45	April 26, 2018	City Manager	Workshop for Community Hall of Fame and historical timeline in City Hall	January 2019	
46	May 3, 2018	Human Resources	Big Brothers/Big Sisters mentoring program - citywide	October 23, 2018	
47	May 3, 2018	Parks and Recreation	Archeological and environmental study to be completed prior to Amend #4 being approved for Myakkahatchee Creek Trail from Appomatox to Price <b>1) Memo sent to Commission on 10/15/18</b>	<b>In Progress</b>	
48	May 3, 2018	City Manager Parks and Recreation	CM place on agenda within 3 months to discuss creating Volunteer Youth Council Board; research past ordinances where the Commission landed. <b>1) Memo sent to Commission 9/19/18</b>	November 2018	

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49	May 8, 2018	City Manager	Form a committee for the 2020 census.	Staff researching	
50	June 4, 2018	Police Department	Data for calls of service for past 3 years for ATV	November 2018	
51	June 4, 2018	Finance	Agenda item on Myakkahatchee Creek land acquisition program; update from consultant; state grant opportunities; lots available; pull application from Sarasota County due to County owning lots	September 6, 2018	1) 6/20/18 sent letter to SC rescinding land nominations 2) 9/6/18 approved grant application and authorized negotiations for properties along Spring Haven Drive
52	June 4, 2018	Parks and Recreation	Acoustics for Morgan/Mullen Center CIP	February 2019	
53	June 4, 2018	Public Works	Bulk pick up banking program with criteria and approval process	October 2018	
54	June 6, 2018	City Clerk/City Manager	Workshop on PRR city wide; how it's done vs policy 1) To be discussed after consultant provides training		
55	June 6, 2018	Police Department/ Social Services	Review Sarasota County ordinance on homelessness and draft ordinance (minutes p3 #3)	In review with CAO	

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56	June 6, 2018	Social Services	Review homeless program in Miami; research grants (minutes p3 #2)	November 2018	
57	June 6, 2018	Economic Development	Send letter welcoming new business to North Port from Commission <b>1) This will be done on a monthly basis</b>		
58	June 7, 2018	NDS	Staff bring back to proposal to use Code Enforcement fines to be designated for beautification/revitalization programs.	In review with CAO	
59	June 7, 2018	City Manager Public Works	Angle Parking along 41 - CM to fast track angle parking on the north side of 41, concurrently to the one already planned. <b>1) Memo sent to Commission 9/19/18</b>	Grant funding being applied for	
60	June 12, 2018	City Manager Police Department	CM to implement the City of NP to join the Homeless Outreach Team with Sarasota County.	In review with CAO	
61	June 12, 2018	City Manager Finance	CM to send via email any change order to the Commissioners for the Aquatic Center.	Ongoing	
62	June 12, 2018	Police Department	Direction to staff to bring back first reading ordinance that utilizes the Cape Coral program for gas pumps and all outside machines.	In review with CAO	
63	June 13, 2018	City Manager City Attorney	Bring back draft Commission compensation ordinance.	September 11, 2018	October 4, 2018
64	June 13, 2018	Public Works	Timeline of when various segments of Price Blvd phasing changed	November 2018	
65	June 13, 2018	City Manager/ Finance	City Manager to arrange for meeting with financial advisor regarding funding options for Price Blvd (minutes page 5 #14)	January 2019	

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66	June 26, 2018	City Manager/ Parks and Recreation/Public Works	Provide Commission with history on the storm water drainage design at City Center and why pond was put on the vacant property. 1) Memo sent to Commission 9/19/18 2) Memo sent to Commission on 10/15/18 update on stormwater plan	Memo to CM August 2018	
67	June 26, 2018	City Manager Human Resources	Bring back in September as an agenda item Charter Officer Performance Review process ; <del>Schedule Ms. Moore to do a presentation on 360 evaluations.</del> Ms. Moore cancelled her 9/6/18 presentation (email sent to Commissioners 8/8/18) CM asked HR to bring back presentation in November on 360 Evals	November 2018	
68	June 26, 2018	Parks and Recreation	Provide breakdown for Myakkahatchee Creek Env Park restroom costs	December 2018	
69	July 2, 2018	City Manager Public Works	Staff Liaison to work with the Beautification and Tree/Scenic Highway Committee Advisory Board to work with City staff to recommend beautification on Biscayne Blvd. 1) Memo sent to Commission 9/19/18 2) Memo sent to Commission 10/15/18 update on Biscayne beautification	October 23, 2018	
70	July 2, 2018	Fire	Data on Station #82 calls for NP and calls for unincorporated Sarasota County. Compared with Station #26 calls for NP and unincorporated Sarasota County	November 2018	
71	July 5, 2018	Parks and Recreation	Discussion on the development of an Artisan Market	Staff researching; Commission pulled item on 7/5/18	

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72	July 5, 2018	NDS	Bring back 1st reading of Food Truck Ordinance	January 2019	
73	July 5, 2018	NDS	Arrange tour with Planning for on-line inspection (page 3, #14) <b>1) This is an open invitation to Commissioners</b>	<b>Pending 1on1 meetings with Commissioners</b>	
74	July 9, 2018	City Manager	Schedule workshop to discuss impact fees and taxes NP residents pay to Sarasota County. Discuss park fees. <b>Memo sent to Commission 9/19/18</b>	September 2018	October 4, 2018
75	July 9, 2018	Parks and Recreation	City Manager to get information about area pools to include ownership and contributions made/received (page 2, #25)	November 2018	
76	July 9, 2018	Parks and Recreation	Various sponsorship opportunities for the Aquatic Center	January 2019	
77	July 10, 2018	Public Works	Price Blvd. cost projections	November 2018	
78	July 10, 2018	City Manager	Impact fee, how they will be used for 5 years and current use	October 4, 2018	October 4, 2018
79	July 10, 2018	Public Works	Hillsborough issues including traffic	December 2018	
80	July 10, 2018	City Manager	SIB loan impact and rating to NP if we commit to SRQ	October 4, 2018	October 4, 2018

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81	July 10, 2018	Finance	Best way to Finance Price Blvd	Same as #65	
82	July 10, 2018	City Manager	Estimate to widen southern section of River Road and timeline	October 2018	
83	July 10, 2018	Police Department	Expedite body cameras to FY19 budget and implementation for purchase	November 2018	
84	July 10, 2018	City Manager/ Human Resources	CM comparisons of various cities (size, population) to include benefits, salaries and experience level	February 2019	
85	July 10, 2018	City Manager/Human Resources	Workshop on how HR, Charter Officers and Commission should handle issues with a Charter Officer Department	February 2019	
86	July 16, 2018	Human Resources	Agenda item to have certification and Continuing Education classes (reimbursement if employee leaves) Protecting our investment (page 3, #3 under HR)	January 2019	
87	July 16, 2018	Economic Development	Agenda item for sister city program (minutes consensus page 4)	January 2019	
88	July 16, 2018	Economic Development	CM to send memo on the criteria to determine the business of the year program (minutes page 4 #2 bottom)	January 2019	
89	July 16, 2018	City Clerk	Training staff in each department on Public Records (minutes page 4, #2 under City Clerk) <a href="#">1) Memo sent to Commission 10/15/18</a>	October 2018	

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90	July 16, 2018	Social Services	CM the % of vacancy rate for the Family Haven 2 units for both units separated (page 6 #6)	November 2018	
91	July 16, 2018	Utilities	Agenda item to discuss old liens being applied to new homeowner	Staff researching	
92	July 17, 2018	Parks and Recreation	Spring Break survey for 19/20 (minutes page 3 #4)	April 2019	
93	July 17, 2018	Parks and Recreation	60th B-day to be incorporated with pool opening and various other City Events <a href="#">1) Memo sent to Commission 10/15/18</a>	October 2018	
94	July 17, 2018	NDS	Agenda item for code revisions for property standards	April 2019	
95	July 18, 2018	Public Works	Copy of custodial services contract (minutes page 2 #7b) <a href="#">1) Memo sent to Commission 10/15/18</a>	October 2018	
96	July 18, 2018	City Manager	Agenda item for Marsh Creek and the payment for their portion of the trail from Appomatox to Price #141,000 (not paid as of 7/17/18) (Minutes page 5, #7d)	October 2018	
97	July 24, 2018	City Manager	CM to send letter to Sarasota County to request a joint meeting to discuss Park Maint; regional park definition; river road, single stream recycling, mosquito control		August 2, 2018

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98	July 24, 2018	NDS	Direct staff to draft an ordinance on community gardens and commercial gardens bring to PZAB first and then to the Commission (date tbd)	1) Draft to PZAB September 2018 2) Ordinance to Commission - November 2018	
99	July 24, 2018	Human Resources	Direct staff to put out RFP for Consultant	<b>In Progress</b>	
100	August 21, 2018	Public Works	Workshop to discuss the R&D Methodology to tweak and address concerns	December 2018	
101	August 21, 2018	City Manager/ City Attorney/Finance	Meet with City Attorney to determine best way to amend procurement code to address P3	January 2019	
102	August 21, 2018	Public Works	Facilities staff to perform inspection at Dallas White Park facilities to determine bldg. safety. Identify maintenance/repair issues <b>1) Memo sent to Commission 9/28/18</b>	September 2018	September 2018
103	September 6, 2018	City Manager	To go out for RFP for the State Lobbyist contract	January 2019	
104	September 6, 2018	City Manager/ City Attorney	Staff provide market analysis on Spring Haven Drive, including lien and title search; authorize CM to negotiate purchase of properties and bring back offer to Commission	<b>In Progress</b>	
105	September 6, 2018	Finance/City Attorney	Send Commission memo on option to use lien monies to fund Drug Free Youth	January 2019	
106	September 6, 2018	Public Works	Bring back Road and Drainage Methodology at a workshop over the next few months	December 2018	
107	September 11, 2018	Social Services	Reach out to Serve Florida to collaborate with finding storage area for Toys for Tots <b>1) Memo sent to Commission 10/15/18</b>	October 2018	

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108	September 11, 2018	NDS	Send Commission final Parking Ordinance with amended changes discussed at 9/11/18 meeting		September 12, 2018
109	September 11, 2018	City Manager	Legislative Priorities to include: River Road/Evacuation Route, Mental Health (Suicide Awareness), Analysis/Reorg of DCF; Public Safety Wellness. Giving more info about CNO for city the size of North Port., Red Tide and Flooding from the North <a href="#">1) Memo sent to MPO and Commission copied</a>		September 12, 2018
110	September 11, 2018	Human Resources	Clerk interviews to take place October 1st. HR will contact 4 finalists to schedule interview times. HR will confirm residency requirement with candidates. Each interview to take 1 hr.	October 1, 2018	October 1, 2018
111	September 25th, 2018	Public Works	Respond to public comments/questions raised by Mr. Lumpert	November 2018	
112	September 25th, 2018	Public Works	Provide letter sent to Sarasota County supporting dual stream recycling <a href="#">1) Memo sent to Commission 10/15/18</a>	October 2018	
113	September 25th, 2018	Public Works	1) Draft a Resolution (work with Comm Luke) similar to what Venice brought to Commission, asking residents to voluntarily stop using fertilizer; 2) Bring back Fertilizer Ordinance for review and discussion; with recommendations from staff; 3) Request Mote Marine to do a presentation on Red Tide	2) Fertilizer Ordinance - In Progress 3) Request to Mote Marine - In Progress	<a href="#">1) Resolution to Commission 10.9.18</a>
114	September 25th, 2018	City Manager/ City Attorney	Draft a Resolution which encourages legislature honor Amendment 1 - State Legislature - Trust Fund Commissioner McDowell	December 2018	
115	September 25th, 2018	City Manager	Add items from Commissioner McDowell's report to the CM update report. Agreed anything that the CM agrees to get for the Commission will need to go on report. Any request from Commissioner consensus or not goes on report		September 10, 2018
116	September 25th, 2018	City Manager	Commission McDowell - Have been told City will be using North Report in getting the word out about the charter referendum and impact on citizens. Wants to see educational component that goes beyond social media. Incorporate info on Homestead Exemption as well. <a href="#">1) Information on charter and homestead exemption will be mentioned in October's North RePort</a>		October 2018