

CITY MANAGER REPORT
July 26, 2022

Item	Commission Meeting or Special Meeting Date	Agenda Item	Assigned to Department	Description of Project	Month or Agenda Due Date	Completion Date
1	04/04/17		City Manager/ Human Resources	Build relationship with High School to implement internship programs/give monthly update/ August 2017 implementation goal (updated email 12/5/17) Status: City Manager and Vice Mayor to met with Suncoast Technical College on 3/2/22 to discuss trade education.	On Hold	
2	06/07/17		Parks and Recreation	Work with Sarasota County and Southwest Florida Water Management District for Deer Prairie Creek Connector Bridge. Project is in design phase by Kimley-Horn, Record Engineer. Once construction is Complete, City will procure a contractor to construct natural parking area, ADA access, and landscaped buffer. Status: In progress. Sarasota County Parks, Recreation and Natural Resources has indicated that the trail, including the connector bridge will be complete by mid-August. On 4/29, the City Attorney's Office provided recommendations regarding the City contracting to build off-street parking for the Legacy Trail Extension on property owned by Southwest Florida Water Management District ("SWFWMD") near Price Boulevard and North Calera Street, using funds donated by Gulf Coast Community Foundation. Discussions with SWFWMD continue to determine that organization's stance on building off-street parking and potential contractual route to accomplish and maintain parking.	TBD	
20	04/10/18		NDS	Workshop on permitting and building processes and improvements. Status: Workshop postponed due to new Permit software coming online per CM. However, concurrent application review has been implemented.	On hold until software is online	
110	02/07/19		NDS/ Public Works	Simultaneously conduct a study to A) update the City's impact fees (excluding transportation) and B) a study to create a mobility fee. Work with CM to do a budget amendment if necessary/possible. C) Motion made on 9/22/20 Commission meeting to direct staff to schedule a workshop about Impact Fees within 6 months (March 2021), bring back the 2020 study, bring back creative funding options, bring back mobility study, provide suggestions for additional revenue funding sources provided in previously sent memo from ACM Yarborough while reaching out to stakeholders. Status: B) Complete. The mobility fee study was completed in June 2022 by the ESRP Consultant and provided to the City Attorney's Office so the ordinance can be completed to present to Commission. See CM Report Item No. 461 for status of Mobility Fee Ordinance.		A) June 21, 2022 B) June 2022 C) March 15, 2021

CITY MANAGER REPORT
July 26, 2022

Item	Commission Meeting or Special Meeting Date	Agenda Item	Assigned to Department	Description of Project	Month or Agenda Due Date	Completion Date
138	04/01/19		NDS	<p>A) Provide more information and suggestions on criteria used to form neighborhoods. Updates to Comp Plan will be necessary, including neighborhood names and updated maps.</p> <p>B) Motion made at 9/17/19 mtg to provide further discussion on neighborhoods before conversation on city owned properties</p> <p>C) Moved to be discussed with city owned property discussion on March 2020</p> <p>Status: To be brought back to Commission in coordination with ULDC amendments.</p>	TBD	A) September 17, 2019
338	09/22/20		NDS / Economic Development	<p>Staff to look at expansion models of Activity Center 6, including variations of the I-75 Interchange, buffering of access road and changing boundaries of Activity Center 6 to only those north of I-75.</p> <p>Status: RLI for interchange feasibility comparison between Yorkshire and Raintree released to Engineering Consultant Library firms May 9, 2022. Staff attended meeting with staff from Charlotte and Sarasota Counties and MPO on 6/9/22 where Yorkshire/Raintree Collector-Distributor option was presented. No responses were submitted on RLI by due date but staff supports the dual interchange approach.</p>	December 2022	
363	12/07/20		City Manager/ Utilities	<p>City Manager to move forward with acquisition of site option #5 (Pan American) for the Utilities Administration and Warehouse Facility.</p> <p>Status: The Agreement has been finalized and the Resolution is set for the July 12 Commission meeting.</p>	July 2022	
391	04/13/21	21-0523	City Manager / Economic Development	<p>City Manager to bring back an agenda item on incentives and environmental sustainability fee.</p> <p>Status: Workshop held on 3/7/22 regarding incentives and Environmental Focus Group meeting held 3/18. Staff is gathering recommendations and doing further research on incentive programs for presentation to Commission at a date to be determined.</p>	TBD	
410	06/08/21		Public Works	<p>A) Staff to demolish the pool pump house and main bath house at Dallas White Park and to instruct the City Manager to reallocate funds this fiscal year to cover the cost.</p> <p>B) Staff to secure the daycare and the primary Al Goll Center building, maintaining utilities to the building for the next year.</p> <p>Status: Quote to have the original two buildings came in at a higher price than originally quoted. Public Works staff is currently reviewing the quote and will begin procurement documentation.</p>	A) TBD	B) July 2021

CITY MANAGER REPORT
July 26, 2022

Item	Commission Meeting or Special Meeting Date	Agenda Item	Assigned to Department	Description of Project	Month or Agenda Due Date	Completion Date
428	07/27/21	21-1052	City Manager	<p>City Manager to bring back an agenda item sometime in December to address a draft policy/provisions for first reading of the camping ord. based on consensus received along with a discussion on policy points for ATV's.</p> <p>Status: City Manager bringing the Camping Ordinance to Commission Workshop in July, 2022. Anticipating Ordinance going to Commission for first and second readings in September 2022.</p>	July, 2022	
434	09/28/21	21-1268	NDS	<p>Staff directed to use the five consensus items for scrub jays as a means to conduct Commission directives and bring back to the Commission:</p> <p>A) Use St. Lucie code to review as potential guide to appease state and federal scrub jay permitting law B) Verify and update the scrub jay area map with actual sightings in the field C) Evaluate current environmental properties around the City to determine habitat areas D) Issue no underbrush clearing permits or land clearing permits during scrub jay nesting season in scrub jay areas with legal review to be effective after the map is verified E) Bridge the gap and require nesting survey from FWS</p> <p>Status: E) Staff will be coordinating with FWS regarding surveys. Additional measures will be considered in ULDC Rewrite and Comprehensive Plan Update when completed.</p>	May 24, 2022	April 2022 (A, B, C, D)
436	10/12/21	21-1548	City Clerk City Manager	<p>Staff to work toward process for communication between advisory boards and Commission including process for onboarding of board members and staff liaisons.</p> <p>Status: In progress. Staff working the City Clerk and City Attorney to develop onboarding and training for board members and liaisons. Tentatively scheduled for Workshop in September 2022.</p>	September 2022	
444	12/14/21	21-1952	City Manager / City Attorney / Parks & Rec	<p>City Manager and City Attorney to review the legalities of removing and replacing artwork at this location and task the Art Advisory Board to review materials and focus on low maintenance art to be placed at the same location, oriented in a manner to maximize visibility from the intersection</p> <p>Status: City Attorney in process of reviewing legalities. Art Advisory Board tabled their consideration pending receipt of City Attorney opinion.</p>	TBD	

CITY MANAGER REPORT
July 26, 2022

Item	Commission Meeting or Special Meeting Date	Agenda Item	Assigned to Department	Description of Project	Month or Agenda Due Date	Completion Date
447	12/14/21	22-2009	Neighborhood Development Services	<p>City Manager to pause further Commission and Planning and Zoning Advisory Board discussion on the Unified Land Development Code rewrite with the exception of tree regulations and activity centers which will continue at the current pace with monthly updates on steps taken to get back on track and a new timeline to be provided by the Director of Neighborhood Development Services.</p> <p>Status: ULDC Rewrite effort has been restarted. All work (except legal review) being conducted in-house by Planning staff. Staff is reorganizing chapters to conform to best practices and to improve user navigation. Update to be provided to PZAB/Commission in September or October 2022. Existing provisions in conflict with current Florida Statutes or Comprehensive Plan are being addressed through Administrative Interpretations until new Administrative Procedures adopted.</p>	Sept/Oct 2022	
446	12/14/21	21-1964	Utilities	<p>Discussion Regarding Water and Wastewater expansion:</p> <p>A) Use policy number one revised water line fee, policy number two add wastewater line fee, policy number three hardship water deferral of cost, policy four hardship program reduction of annual payment to be brought back to Commission with all details and specifics for further discussion. B) Staff to bring back options for prepayment plans. C) Staff to bring an agenda item with specifics, as of 12/14/21, regarding how this will be paid for.</p> <p>Status: A) All items to amend Ordinance are in Legal review-expected to bring to Commission in July for review. B) Prepayment plan in Legal review-expected to bring to Commission in July for review. C) Financial plan previewed with Commission on May 9 and will be included in the CIP/Budget presented for discussion in June and adopting in September.</p>	July 2022	
452	02/01/22	22-2203	Neighborhood Development Services	<p>Staff to bring back First Reading of Draft Property Standards Parking Ordinance incorporating the Commission consensus items.</p> <p>Status: Scheduled for discussion at July 11, 2022 Workshop. Draft ordinance is complete and in legal review. Anticipate first and second reading in September.</p>	July 2022	

CITY MANAGER REPORT
July 26, 2022

Item	Commission Meeting or Special Meeting Date	Agenda Item	Assigned to Department	Description of Project	Month or Agenda Due Date	Completion Date
454	03/08/22	22-2053	Neighborhood Development Services	<p>Historic & Cultural Advisory Board to pursue avenues seeking validation for the suspected turpentine mill, turpentine dock, and railroad section through Sarasota County Historical Society, Charlotte County Historical Society, and other historical societies within those counties.</p> <p>Status: The Board has attempted to research and obtain additional information on these sites/topics, but was unable to find anything substantial. At the June meeting, the Board decided to drop the item altogether.</p>	TBD	June 9, 2022
456	03/08/22	22-2234	Parks & Recreation	<p>Bring back a conversation on building the Legacy Trail Head when staff brings back a plan on developing the surrounding 60 acres at Warm Mineral Springs in a way that enhances revenue to the City and economic development plan to the area.</p> <p>Status: RFI created by Parks & Recreation, Neighborhood Development Services and Economic Development for potential development opportunities on 60 acres completed and with Procurement for review and solicitation.</p>	TBD	
458	01/11/22	22-2054	City Manager / Neighborhood Development Services	<p>Staff to work on implementation of Incentive Option 1 - Targeted Industries in Geographic Areas with impact fee set at 50%</p> <p>Status: Draft Ordinance is in legal review.</p>	TBD	
461	04/04/22	22-2245	Public Works	<p>Staff to move forward with:</p> <ul style="list-style-type: none"> - Mobility Impact Fee Rate Scenario-2, not to include east of Toledo Blade or Phase III of Price Boulevard. -One fee outside activity center and make the rate the City-wide rate based on the mobility fee (suggested outside activity center mobility fee rate) <p>Status: During the April 4, 2022 City Commission Workshop meeting, there was a consensus to move forward with scenario 2, to not include the East Toledo Blade/Price Boulevard Phase III project and also to have one fee outside the Activity Centers and make the rate the City-wide rate based on the suggested Mobility Fee rate. This rate plan has been integrated into the final Mobility Plan. The Planning Division reviewed the final Mobility Plan and identified possible conflicts with the City's Comprehensive Plan. First reading will be moved to an undetermined date pending secondary review by the Planning Division and our Consultant.</p>	TBD	

CITY MANAGER REPORT
July 26, 2022

Item	Commission Meeting or Special Meeting Date	Agenda Item	Assigned to Department	Description of Project	Month or Agenda Due Date	Completion Date
464	04/12/22	22-2583	Parks & Recreation	Staff to work with the Art Advisory Board and the Senior Center in order to bring back a project for placement of a mural on the Senior Center Building. Status: Topic is on the July 12, 2022 Art Advisory Board Meeting Agenda for discussion.	TBD	
467	04/26/22	22-2570	Parks & Recreation / Public Works	Staff to work with Mr. Kelly of the Art Advisory Board to find a location for the display of the Roseate Spoonbill sculpture in City Hall and bring back additional information for Commission to make a final decision. Status: Completed.	June 28, 2022	June 28, 2022
468	04/26/22	22-2735	NDS & City Attorney	Regarding Art Fund Contributions Required for New Development per Section 59-5 of the City of North Port Unified Land Development Code -- Commission approved the prior commission agreements from December 8, 2020, formula to calculate contribution, adding 25% incentive for developer if they place the art themselves. City Manager directed to work with the City Attorney and staff to bring back an ordinance for first reading as stated in the original motion. Status: Draft ordinance amending Chapter 59 Public Art ULDC and Chapter 4 Code of Ordinances Art Advisory Board in legal review (est. completion August 1). Anticipating PZAB for ULDC ordinance on August 18, 2022 with City Commission 1st reading on September 12, 2022 and 2nd Reading on September 27, 2022.	September 2022	
472	05/10/22	22-2793	City Manager / NDS	A) City Manager to schedule a workshop regarding use of Tree Fund monies. B) Staff to get input from the Environmental Advisory Board for discussion at workshop. Status: Working with Public Works to place discussion item on EAB September 2022 regular meeting.	September 12, 2022 for Environmental Advisory Board Discussion	
473	05/24/22	22-2838	NDS	Regarding City Code pertaining to maintenance of infrastructure on private property such as roads, walls, and signs - staff to bring back first reading of ordinance for International Property Maintenance and anything else needs to be placed on after the August Break. Status: In process.	October 2022	

CITY MANAGER REPORT
July 26, 2022

Item	Commission Meeting or Special Meeting Date	Agenda Item	Assigned to Department	Description of Project	Month or Agenda Due Date	Completion Date
474	05/24/22	22-2921	NDS	Staff to develop a comprehensive plan change for urban service boundary to include Activity Center 6. Status: Need to coordinate with Utilities to determine feasibility and capacity to provide utility services to AC 6. Data and analysis must support the city's ability to serve with public utilities in order to expand urban services boundary. If data supports plan to Incorporate into broader Comp Plan Amendment in conjunction with ULDC rewrite. Anticipate workshop May of 2023 and Ordinance July 2023.	May 2023	
475	06/06/22	22-2973	NDS	Staff to develop and bring back draft policy and regulations with State and Federal program information for consideration to allow alternative housing options provided by staff. Status: Staff recommended policies will be incorporated into ULDC rewrite (Chapter 3); workshop anticipated January 2023.	January 2023	
476	06/06/22	22-2973	NDS	Staff to develop and bring back potential inclusionary zoning policies and regulations for City commission consideration with location and feasibility, and with limitation on where it would be applicable. Status: Status: Staff is investigating opportunities regarding this approach. Staff recommended policies will be incorporated into ULDC rewrite (Chapter 3); workshop anticipated January 2023.	January 2023	
477	06/06/22	22-2973	NDS	Staff to draft housing incentive potential policies and regulations for City Commission consideration with pros and cons and developer utilization. Status: Status: Staff recommended policies will be incorporated into ULDC rewrite (Chapter 3); workshop anticipated January 2023.	January 2023	
478	06/06/22	22-2973	NDS / Public Works	Staff to develop a draft lot and land bank policies with legal review, and to include surplus lot discussion for City Commission to consider. Status: Public Works staff is revising the draft surplus property sale policy to be presented to Commission in fall of 2022.	Fall 2022	
480	06/06/22	22-2973	NDS	Staff to develop a draft policy for City Commission consideration for a Commercial Linkage. Status: Staff is investigating opportunities regarding this approach. Overall, staff recommended affordable housing incentive policies will be incorporated into ULDC rewrite (Chapter 3); workshop anticipated January 2023.	January 2023	

CITY MANAGER REPORT
July 26, 2022

Item	Commission Meeting or Special Meeting Date	Agenda Item	Assigned to Department	Description of Project	Month or Agenda Due Date	Completion Date
481	06/06/22	22-2973	City Manager	City Manager to send information to City Commission on the Sarasota Housing Authority and Funding Cooperation, funds. Status: Information emailed to Commission July 12, 2022	July 2022	July 12, 2022
482	06/06/22	22-2614	Public Works	Staff to bring back Facility Lease Policy with consensus items incorporated. Status: Revisions in process for anticipated presentation to Commission in fall of 2022.	Fall 2022	
483	06/07/22	RES. NO. 2022-R-31	Parks & Rec	Staff to work with Art Advisory Board Chair to develop public art for the first floor wall depicting the Sandhill Crane. Status: With passage of needed budget amendment on June 28, 2022, effort in progress.	TBD	
484	06/07/22	22-2946	Public Works	A) Staff and legal team to draft a new agreement working with the HOA of Duck Key to address the replacement of metal roadway grates. B) Staff to replace grates in Duck Key with the Duck Key HOA to reimburse the City for those grates through a new agreement. Status: Public Works is working on a draft agreement for legal review.	TBD	
485	06/28/22	22-2918	Parks & Rec	A) Staff to create and erect a "Coming Soon" Sign for the site of the Circle of Honor. B) Staff to move forward with procurement documents for the design of the Circle of Honor. Status: In progress.	TBD	
486	06/28/22	22-2935	Parks & Rec / Public Works	Staff to install the Roseate Spoonbill sculpture in the first floor stairwell. Status: Public Works staff is scheduling the installation of the Spoonbill sculpture on the first floor to be completed by end of July 2022.	July 31, 2022	

Total # of active and completed directives	621
Total # of active directives	37
Total # of completed directives	584