

2022 City Manager Evaluation (First Six Months)

Please rate the City Manager using the following scale:

5	Exceptional	Performance is consistently superior and significantly exceeds expectations.
4	Highly Effective	Performance frequently exceeds expectations.
3	Proficient	Performance consistently meets expectations.
2	Inconsistent	Performance meets some, but not all expectations.
1	Unsatisfactory	Performance consistently fails to meet minimum expectations; employee lacks skills required or fails to utilize necessary skills.
N/A	Not Applicable	Employee has not been in position long enough to have demonstrated the essential elements of the position and will be reviewed at a later agreed upon date.

The nine (9) categories below are the areas being rated, not each bulleted item. These items assist each Commissioner as they evaluate each category. The items in each category are not meant to be all inclusive. At the end you should have nine (9) categories rated.

Please return your evaluation form to the City Manager.

1. Leadership / Supervision
<p>Leadership</p> <ul style="list-style-type: none"> • Inspires others to succeed • Actively promotes efficiency in operations • Demonstrates a high regard for personal ethics • Exhibits composure, appearance, and attitude appropriate for the executive position • Assumes responsibility for the outcomes of staff performance • Maintains a standard of respect for department head's ability and encourage their initiative • Demonstrates knowledge / understanding of departmental operations • Challenges staff to perform at their highest level
<p>COMMENTS:</p> <p>Congratulations on achieving your ICMA credentialed city manager status.</p> <p>You have immersed yourself within the community. Those efforts are to be commended. I have heard very positive things in and around the community. You present yourself professionally and in a respectful manner at city events and meetings.</p> <p>You have been busy filling vacancies in key management places. I look forward to working with your new managers and directors. Once they are acclimated, I am hopeful a renewed urgency to</p>

improve processes, the ULDC completion and improving citizen centric services can resume and be completed.

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

2. Execution of Policy
<ul style="list-style-type: none">• Understands the laws and ordinances of the city and cause them to be fairly enforced• Offers workable alternatives to the Commission for changes in law or policy when an existing policy is no longer practical• Supports the actions of the Commission after a decision has been reached, both inside and outside the organization
<p>COMMENTS:</p> <p>With only 6 months on the job want to give you the benefit of the doubt as you navigate these new waters.</p> <p>There have been a few occasions where I pointed out the Commission already voted on a matter and you went against the Commission's prior direction, without revisiting it at the dais. There have been other instances where I believe you try to circumvent the spirit of transparency to accomplish your goals. Many times when we have our one-to-one meeting, I cannot determine if you are seeking my approval on a path you wish to take or if you want my opinion on a city issue. My opinion and approval is unimportant during a 1-1 meeting, because we do not work as individuals, we work as a commission body. I appeal to you to seek the Board's direction on matters you wish to undertake. This ultimately gives the public the opportunity to also weigh in.</p> <p>Many commission directives, approved before and after your arrival, remain outstanding and are not on your City Manager report. I look forward to finding a way to address these items. See attached. There are many commission directives that have not received timely updates either.</p>

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

3. Community Relations
<ul style="list-style-type: none">• Works well with community members and properly handle their complaints• Demonstrates a willingness to meet with community members and discuss issues of concern; initiates follow-up as appropriate• Represents the City in a professional, articulate manner when attending/presenting at community events, neighborhood meetings or social gatherings
<p>COMMENTS:</p>

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory

N/A-Not Applicable

4. Administrative Duties
<ul style="list-style-type: none"> • Effectively manages personnel issues including employee insurance, fringe benefits, promotion, pensions, and union negotiations • Provides regular information and reports to the Commission concerning matters of importance to the City • Ensures that reports are produced and handled in a way to convey the message that affairs of the City are transparent
<p>COMMENTS:</p> <p>I am grateful for our 1-1 but there are times, where I seek information and it can take weeks to get an answer. As we have discussed many times, the agenda items are riddled with errors and incorrect back up materials. The agenda should be as accurate as humanly possible; errors should be the exception not the norm. I depend on these documents to be accurate, clear, and complete to make an informed decision. Unfortunately, this concern has been echoed in previous city managers' evaluations, which shows there is a systemic deficiency. I remain hopeful this will improve dramatically as new processes are implemented.</p> <p>There are times, I sense your frustration with my follow up questions or my request to speak with staff. This sometimes shows through during commission meetings too. Straight forward honest answers are paramount, especially when interactive dialog is not commonplace.</p> <p>I appreciate the swiftness in the timely communication about the network issue, but as time wore on so did your communication.</p> <p>It is too early to comment on personnel issues, relating to insurance, benefits, pensions, promotions, and union negotiations.</p>

5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

5. Economic Development
<ul style="list-style-type: none"> • Develops strong relationships with developers while protecting the City's interest • Works to increase the City's tax base through economic development
<p>COMMENTS:</p> <p>This is your wheelhouse. This is your specialty. However, not everyone speaks the economic development language. Speaking in a clear and concise manner for everyone to understand is paramount, not only with economic development but with other subjects/departments too.</p>

5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

6. Intergovernmental Relations
<ul style="list-style-type: none"> • Cooperates with neighboring communities and community members while looking after the interests of North Port • Maintains open communications with other local government in the area, particularly as it may affect or relate to the City
COMMENTS:

- 5-Exceptional
 4-Highly Effective
 3-Proficient
 2-Inconsistent
 1-Unsatisfactory
 N/A-Not Applicable

7. Strategic Planning
<ul style="list-style-type: none"> • Involves himself in the planning process to the correct degree • Review the processes and look for better ways to handle development activities • Demonstrates the ability to implement and achieve strategic objectives as set by Commission
COMMENTS:
"Under construction"

- 5-Exceptional
 4-Highly Effective
 3-Proficient
 2-Inconsistent
 1-Unsatisfactory
 N/A-Not Applicable

8. City Commission Relations
<ul style="list-style-type: none"> • Works well with the City Commission to make sure there is adequate information available prior to meetings • Responds to requests for information or assistance by the Commission and/or individual members • Carries out directives of the Commission as a whole as opposed to those of any one member or minority • Sets meeting agendas that reflect the guidance of the Commission as a whole • Demonstrates willingness to meet with Commission members to deal with individual problems and issues
COMMENTS:
<p>It was a breath of fresh air when I approached you shortly after your arrival about math errors I found on a report in the agenda's back up materials. You were understanding and receptive to get the report corrected quickly. Thank you.</p> <p>Even after that event, as stated in the "Administrative Duties" section, the agenda materials are not always accurate. In my opinion, accuracy of agenda items instills a sense of trust and transparency. Having accurate and correct documents in the back up materials is something that will benefit you, the Commission, the staff, and our citizens.</p>

I recognize we have a differing philosophy on the role of commission and the role of the city manager. I firmly believe abrogating the commission's oversight to streamline processes, hinders transparency and those we are here to serve ... our CITIZENS. Checks and balances is paramount. I'm hopeful a common understanding can be achieved.

There are times, you wish to do things your way and sidestep the commission approval process. The most recent example is NP2 (North Port and Non-Profits United). I do not know anything about this initiative. You can imagine my surprise learning about it in your self-evaluation. While I appreciate your initiatives, to me it's better to seek commission approval and public input prior to going down a path the commission may or may not want to partake in; after all, individual commissioner's initiatives require Board approval first before squandering staff's precious time. In my opinion, it works both ways. Just because YOU can do something, doesn't mean YOU should -- we're supposed to work as a team. I'm hopeful a "team" atmosphere will become evident.

I can sense you don't like to be challenged nor do you like hear opposing views on the dais. This is the only time a commissioner can share ideas and viewpoints with our fellow commissioners. I believe, even a "non-subject matter expert" can bring something of value to the table, if given the opportunity to be heard.

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

9. Financial Management / Budget
<ul style="list-style-type: none">• Ensures the budget is prepared and executed in a productive manner• Addresses the budget concerns raised by the Commission as a whole• Administers the adopted and amended budget within the approved revenues and expenditures
COMMENTS: I look forward to your first budget. I have reservations on the effectiveness and transparency with the budget process shift you are undertaking; however, I am openminded as this new process unfolds.

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

OVERALL RATING

Score 3.0

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

(CITY COMMISSIONERS COMMENT)

I have never completed a six-month review, publicly, for any charter officer. I see nothing positive can be gained from this practice. I believe in praising in public and giving criticism in private, especially during the 1st year. When I've had a concern, I brought it to you one-to-one, just like I would expect you to do for any new hire. This review is premature and grossly unfair to you. You are still learning the job, the staff, the community and the expectations! The charter requires an annual review at a public meeting. That process should have been followed. But I am left with no choice but to complete this review.

What may come as a surprise you, Jerome, is what I do see. I see your genuine desire to learn what a city manager does and your willingness to navigate the complex waters. You are laying the foundation to bring this city to the next level. Another thing I do see is the culture of city hall has started to shift into a more positive atmosphere. The halls have a sense of contentment. That is a sign things are going well. I am confident you will continue to work towards what is best for the city taking my feedback and the feedback of my fellow commissioners under advisement.

Rome wasn't built in a day. You and your team can't possibly fix the issues you chose to lead our City through in six short months either! However, you are well on your way!

(EMPLOYEES COMMENT)

CITY MANAGER SIGNATURE / DATE:

(INSERT SIGNATURE)	(INSERT DATE)
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CITY COMMISSIONER SIGNATURE / DATE:

(INSERT SIGNATURE) <i>Debbie McDowell</i>	(INSERT DATE) <i>3/18/22</i>
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Meeting Date	Summary of direction given:	deadline	Tracking #	actual motion/concensus
2017				
4-Apr	CM to build relationship with HS to implement internship programs // give monthly update // august 2017 implementation goal (updated email 12/5/17) -- eta November 2018 // 1/19 - summary for implementation will follow // Big Brothers & Big Sisters employee program implemented // COVID delayed implementation // update 3/2022 report - CM to meet with STC on March 2, 2022 to discuss trade education		CM #1	
7-Jun	Staff to work with SRQ & SWFMD for Deer Prarie Creek Connector Bridge (ground breaking 6/14/21 //		CM #2	pending other agencies
27-Jun	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 page3 (eta 1/22/19)	EAR or Comp Plan update		citing the neighborhood maps on pages 2-54 through 2-82, staff is reviewing the documents and will schedule a future discussion with Commission
5-Oct	CM - more info on abandon home registry used by other entities (recvd memo 7/2018), homeowner culvert pipe repair/replacement pilot program			schedule a Workshop to review the Revitalization Plan and notify those residents who attended the Neighborhood Meeting; including information regarding home registry; the overlay; and the Pilot Program regarding the culvert/drainage.
2018				
10-Apr	workshop on permitting and building processes (waiting for track it software to be implemented // budgeted FY 21 a efficiencies study to be completed // TrackIT was terminated Feb 2021 // FY 22 budget a online permitting person and software budgeted eta for completion 2 years or less //		CM #20	motion - have a workshop on the permitting and building process and an update of how it works.
6/13/2018 and 7/10/18	CM to arrange for meeting with financial advisor regarding funding options for Price Blvd (minutes page 5 #14) (eta 12/2018 // update - need 100% approved design plans, and purchase of stormwater ponds //			6/13/18 - consensus to have the City Manager come back with alternatives for the Price Boulevard project. 7/10/18 - consensus [d] the best way to finance the Price Boulevard project
25-Sep	Memo to commission re: Talon Bay storage facility agreement to hook up to sewer once available; if required include timeline to annex (2/16/21 email - Storage business must connect to city sewer by July 2021 and annexation will follow as soon as connection is made // 2/3/22 email to follow up on status of connection and annexation -- new owner is in the process of hiring a contractor to connect and new owner informed about annexation requirement (see email in Talon Bay File) //	JULY, 2021		(minutes page 9 #2 - #4) (2) Staff will review the storage facility agreement regarding the obligation to hookup to City services and provide information to the Commission; (3) if the agreement provides that they must hookup to City services once it is available, then annexation would be voluntary based on the agreement; (4) there was recently a combination of the front and back storage, the front storage piece was not under the agreement.
6-Dec	install crosswalk at Heron Creek -- Creek Nine / Eagles Flight and Price Blvd (update -- mid-block crossing will be constructed at the nature trail crosswalk //			
2019				
1-Apr	more info and suggestions on how neighborhoods are formed (boundary lines); update comp plan maps and names (memo 9/20/21 - due to workload ETA July 2022 //	EARS Comp Plan Update	CM #138	
17-Jul	budget - obtain costs for a security assessment for all buildings citywide			Consensus for staff to obtain costs for a Security Assessment on all City facilities that are staffed.

5-Sep	Create a Contractor / Trade Advisory Board by ordinance			motion: to approve the Contractor and Trades Advisory Board to be created by Ordinance and brought to Commission for 1st reading
10-Sep	An archeological element for a WMS tribute program			consensus to incorporate design features in Warm Mineral Springs redevelopment as suggested by the Historic and Cultural Advisory Board including archeological features in a playground or free-standing area as a tribute.
23-Sep	historic timeline placed in city hall - 10 year increments; begin 1959 with GDC era 1954-1959 7/13/21 update from advisory board on materials they have found to date //			amended motion - precursor 1954 to 1959 and begin at 1959 with ten-year increment timeline for the wall (to be determined), similar to pages 12-13 of the examples that were submitted; the events and things that need to be specially highlighted in ten-year increments with dates, a summary, and an interactive book with the Commission body and their service dates.
2-Dec	Between the Myakkahatchee Creek and Sumter, show properties that have roadway flooding vs actual property (homes) flooding			consensus to direct staff to identify those lots that are only impacted with flooding fronting the roadway vs. water on them
2020				
6-Feb	work with FDOT on stop light at TB and I75 - need 1st responder data, FDOT warrant analysis, and include lobbyist in findings; letter to state officials stressing the need for this light (4/28 - letter will go out after meeting on this topic // 5/7/20 letters went out to Buchanan and Grueters // budgeted \$500,000 for design & permitting in FY 22 anticipate construction in FY 23 // 10/26/21 - commission meeting added this to MPO funding priority list //	2023		motion - There was a consensus for staff to have a plan of action regarding a traffic light at I-75 and Toledo Blade and Sumter Boulevards.
25-Feb	Utilities to find a new centrally located property for the utility building besides those already included in the consultants recommendations (12/7/20 workshop on potential sites - Pan American Site to be purchased // amend contract for "due diligence completion" approved 9/14/21 commission meeting // memo 9/20/21 - eta to complete "due diligence" and have commission discussion ETA March 2022 //		CM #363	
3-Mar	Staff to bring back necessary steps to have Heron Creek fulfill the original DRI obligations regarding scrub jay management (7/21 email - ETA Sept // 9/14 email -- ETA November, 2020 // 11/16 email - ETA January 2020 // 1/19/21 email - research and a demand letter will be sent with a hearing on 2/23 // 3/15/21 email -- demand letter went out 2/22 to HC with hearing on 4/27 // 5/17/21 email -- letter to HC changing 4/27 hearing to 6/8 // 6/14/21 email - staff needs to regroup ETA December 2021 // email 10/19/21 - a field inspection was completed on Oct 13 with many different stake holders, next steps were discussed including presentation to Commission in November, 2021 //		CM #284	motion to direct staff to take steps necessary to fulfill the Heron Creek DRI
24-Mar	Memo about SRQ schools sharing cost of traffic signal at NPHS ** SEE FEBRUARY 13, 2018 entry ** (meeting with school staff has been postponed due to covid // email 7/20/20 - staff meeting to discuss w/ school staff has been postponed to September, 2020 // email 11/16/20 - meeting with SRQ School held on Nov. 6 - staff will update commission , with results of the meeting in December // School board will not assist in funding // FY 21/22 city's budget approved to install signal lights at intersection //			motion - to approve the traffic signal warranty analysis findings for Price Boulevard at the North Port High School intersection which also includes Heron Creek Middle School and for staff to research what can be accomplished financially with the Sarasota County School Board

16-Jun	Budget - Building fee study to be completed in conjunction with the Trade Advisory Board (if assembled) to review the fees			consensus to have the Neighborhood Development Services Department budget for a fee study to be conducted.
2-Jul	work flow between departments regarding sheds			consensus to direct the Building Department, Planning and Zoning Department, and the Road and Drainage District, to bring back the procedures currently in use for any shed and delineate sizes, including what was done previously, and their work-flow charts.
28-Jul	R&D meeting - next methodology for R&D assessments to include a review for churches and utilities for be included for assessments	2021 or 2022		consensus to have staff, during the next exemption methodology, look at churches and other exemptions which are not paying Road and Drainage assessments but are paying Fire Rescue assessments.
22-Sep	R&D Meeting - Share cost with Charlotte Co to widen Raintree and lobby State to dedicate Raintree a State roadway.			consensus discussion with Charlotte County staff regarding shared cost of widening and maintenance of Raintree Boulevard/Yorshire Street and to lobby for a state roadway dedication of those roads
22-Sep	R&D meeting - AC 6 reassess boundaries and incorporate both possible interchanges	AC 6 Master Plan	#338	consensus to direct staff to look at the expansion models of AC-6 to include a variation considering the interchange possibilities for Plan A, B, and C, to allow for buffering of an access road as well as possible changing the boundaries to only include locations north of I-75.
22-Sep	R&D meeting - CM to send memo updating Commission on status of AC 6 master plan study (5/17 email -- ETA for completion December 2021 // Camoin will conduct a feasibility study in FY 22 // March 2022 update - RFP being developed	2022	CM #338	There was consensus to direct staff to look at the expansion models of AC-6 to include a variation considering the interchange possibilities for Plan A, B, and C, to allow for buffering of an access road as well as possible changing the boundaries to only include locations north of I-75. Discussion followed regarding receiving a memorandum update on AC-6 including plans of in-house items and items to be contracted out
24-Nov	R&D - postpone Tropicaire sidewalk until 2023, leaving funding within the project.	FY 2023 budget		
24-Nov	In house study for increasing road rehabilitation construction fee ** See September 22, 2020 entry ** (in FY 21/22 budget to hire consultant to conduct the "inhouse" study // 11/2/21 - email to CM for status update advised it will be going to procurement when chuck returns from vacation // 12/10/21 - email to CM to check status of procurement process // email 12/14/21 - eta to start methodology is February 2022 //	FY 2022		motion - to study what the road rehabilitation fee should be, based on square footage, to conduct an in-house study to be completed before FY 2022.
20-Dec	Exparte communication and public commenters		CA #396	Ms. Slayton stated she will research whether general public comment would be considered part of ex parte.
2021				
2-Mar	Agenda item to discuss TB to SR 72	6 months		consensus to direct the City Manager to create an agenda item regarding the Toledo Blade Boulevard Extension.
2-Mar	Process to onboard advisory board members and staff liaison, including member criteria and application forms ** SEE OCTOBER 12, 2021 entry ** ETA 4/2022		CM #381 AND #436	consensus to direct staff to come back with process and thought on implementation and training for boards and liaisons and modifying the application forms to include member criteria.
13-Apr	Agenda item for economic development incentive ideas (COMPLETED March 7, 2022 workshop // March 2022 CM Report - ETA April, 2022) and environment sustainability fee		CM #391	City Manager to bring back an agenda item on incentives and environmental sustainability fee

13-Apr	continue to 2nd reading Ord. #2021-23 (Impact fee waiver and deferral) (10/13/21 sent email to charter officers for status on 2nd reading // 11/6/21 - email from ACM Yarborough - delay is due to staffing issues will be issued a 2022 ordinance number //	2nd reading TBD		continue Ordinance No. 2021-23 to second reading on a date to be determined by the Interim City Manager, capturing all consensus given throughout this discussion
13-Apr	Clerk agenda item to create resolution and policy on historical artifacts (not govt documents)		CC list	motion - City Clerk to prepare a resolution relating to historical artifacts, not government documents, at some point in the future
11-May	Utilities department feasibility study for toilet to tap (DPR)	2023 per contract		Approve Work Assignment No. 2021-03 with CDM Smith, Inc. for \$249,990.00, for the Direct Potable Reuse Feasibility Study to Explore reclaimed water for potable use.
11-May	Ordinance to sell or swap city property ** SEE DECEMBER 5, 2019 entry ** (2nd reading was on paced on the 10/26/21 agenda but CM pulled item off the agenda; CC stated it should be on the January 2022 agenda //	2nd reading TBD		motion - to continue Ordinance No. 2021-26 to second reading at a date to be determined by the City Manager to capture all consensus given.
11-May	CM agenda item in 4 months affordable housing w/ resolution showing the affordable property	Sept, 2021		consensus for CM to bring back an agenda item for affordable housing with previous resolution
17-May	Design and Permit the Salford/Blue Ridge area for CW/CS neighborhood expansion **SEE OCTOBER 8, 2019 entry **	2023		approve Work Assignment 2021-09 with Kimley Horn & Associates, Inc., in the amount of \$474,796.00, for Neighborhood Expansion Blue Ridge-Salford North Phase 1 Design
25-May	How does Mosaic use trust fund money to close gypsum stacks in Polk County / Bartow			consensus to inquire Mosaic to disclose plans to apply funding for the safe closure of gypsum stack sites in Polk County
8-Jun	discussion on Awaken Church rental agreement 90 days prior to renewal to include expenses associated with the space and revenue (3/17/22 - I sent email to CM for status	March, 2022		amended motion: a review of the lease agreement by the Commission 90 days prior to renewal; include a review of all expenses and revenue for the Senior Center spaces at the time of the 90-day review of the Awaken Church lease agreement
8-Jun	Comp plan Coastal Management element amended - future ordinance	Oct, 2021		per contract
8-Jun	Demolish bath house and pool pump house and board up the Al Goll building and Day Care building at Dallas White Complex (7/13 - commission recinded board up of the Day Care Building // July 19, 2021 email - staff deciding the best way to demolish buildings // memo 9/20/21 - PW and Building working together; I requested an ETA for completion // email 10/4 and 10/19/21 - asbestoes in the buildings need to procure a company that is licensed by the state eta for procurement is Spring 2022 // email 2/25/22 - demolition should be completed by March 2022 //		CM #410	
June	During budget workshop discussion on updating COMP PLAN. This will be started as soon as ULDC is complete. Start procurement to hire consultant	March, 2022 (?)		
17-Jun	agenda item to discuss "doc stamps", fees or another avenue to to fund future land purchase			Discussion took place regarding creating a documentary stamp tax, or similar source, as another funding source for purchasing land and placing this on an agenda for further discussion
27-Jul	Agenda item on camping 1st draft adding concensuses given and discussion on policy points re: ATV ** SEE FEBRUARY 23, 2021 entry ** (12/15/21 email I requested an update - ACM Bellia ETA for ordinances is March 2022 // 3/1/22 email sent re: status // 3/14/22 ACA Bellia email stated new ETA is June 2022 //	Dec, 2021	CM #428 & CA#497	motion - agenda item in December to address the draft policy provisions of first reading for the camping ordinance based on the consensus received and to discuss policy points related to ATVs.
7-Sep	SOP for special fund for historical preservation			consensus: staff to draft SOP for Historical Preservation Fund

7-Sep	memo for inspection/testing after construction for storm water ponds to remove impurities			consensus: staff to provide a memorandum regarding water runoff testing after initial testing for stormwater ponds
7-Sep	ULDC chapter 11 - agenda item for Code Enforcement hearing officer's ability to fine violators			consensus: place violations and penalties on an agenda for further discussion
9-Sep	Budget amendments for FY 21/22 will require 2 readings and notice in the newspaper	ongoing FY 2022		per approved resolution
28-Sep	Staff to gather information on leased property to Jockey Club for ability to expand the dog park and get prices for relocating GT (if needed) (email 10/19/21 - Jockey Club requested PRAB to make a presentation at their November meeting // 2/18/22 email memo the Jockey Club does not want the city to use the land to expand the park)		431	consensus to instruct the City Manager to work with the City Attorney and Jockey Club to gather information regarding the 99-year lease to determine if the Jockey Club will release property back to the City, and contingent upon that response, gather information regarding the cost of relocating the gopher tortoises.
28-Sep	Scrub jay: review St Lucie code and use as a guide for our codes relating to permitting in SJ areas	(March 2022 CM Report states this is now in legal review //	434	consensus to review the St. Lucie code as a guide for the City to appease the state and federal scrub jay permitting laws.
	Verify the actual SJ sightings and update the map accordingly			consensus/motion - to verify and update the scrub-jay area map
	review conservation areas and environmental properties			consensus/motion - to evaluate current environmental properties around the City to determine habitate areas
	after SJ map is completely verified, no underbrush clearing permits issued during nesting season			consensus/motion - to issue a no underbrush or land clearing permit during scrub jay nesting season in scrub jay areas with legal review to be effective after the scrub jay map is confirmed
	USFWS nesting surveys to be completed until the map is updated and code is changed			consensus/motion - to bridge the gap requiring a nesting survey from U.S. Fish & Wildlife Services
12-Oct	CM to work with NPPD, Risk, Parks re: special event allowing alcohol at Aquatics Center, referring to Cape Coral as a guide; include other special events with or without alcohol (3/8/22 meeting continued to the 3/22/22 meeting since AW was absent and this was her agenda item)	Feb-22	#435	Amended motion - direct the City Manager to work with Parks and Recreation and Aquatic Center staff, North Port Police Department, and Risk Management to gather information about a special event involving alcohol, using Cape Coral's guidelines to ensure safety, and to look at other program ideas to defray costs for a further discussion in February; include review of special events without alcohol and to review the guidelines at Cape Coral's facility as an example for ideas on guidelines and structure
12-Oct	Advisory boards -staff to come up with processes and procedures which include feedback from prior board members, liasons and provide the info ** SEE MARCH 2, 2021 entry ** ETA 4/2022		#381 AND #436	consensus for staff to work toward a process for communication between advisory boards and Commission, including a process for onboarding of boards and staff liaisons
1-Nov	Staff agreed to send memo re: FDOT rules on the percentage of gypsum in roadways			minutes page 6 last sentence - staff reviewing banning the use of gypsum in pavement and asphalt.
10-Nov	Impact fee study -update data for departments			direct staff to adjust vehicle data for North Port Police Department, North Port Fire District, and other departments and update the study accordingly
10-Nov	Impact fee study - change the acquisition of property to 5 acres/1000 for associated land uses			direct staff to incorporate the 5 acres acquisition per 1,000 residents using the supplied data for single-family, multi-family, seniors and hotels
10-Nov	Impact fee study - update drive thru category			direct staff to work with the consultant regarding options for the restaurant/retail/drive-thru category

10-Nov	Impact fee study - options available to implement			direct the CM to work with the consultant and staff to come up with a variety of recommendations on the implementation of impact fees possibly using a phased approach
23-Nov	SW - Acquire 6 propertys north of SW organics property			motion - direct the City Manager to proceed with purchasing the six properties north of SW property along Silverleaf Road
23-Nov	SW - Proceed with a trash transfer station at the existing organics transfer station. Commission prefers SW proceed with a "clean floor", new technology compaction type of system for the trash transfer station ** SEE ENTRY ON 1/25/19 **			motion as amended: commission prefers staff proceed with a clean floor new technology with compaction of transfer station
23-Nov	Authorized CM to proceed with seized property on 1867 Clarinet and sell. Proceeds go to forfeiture funds (3/17/22 property appraiser website shows still in private ownership)			Motion - to approve Resolution No. 2021-R-55 as presented.
8-Dec	Workshop Strategic Planning next steps - input from commission, staff and citizens priority ranking before final adoption. SGR stated final report to be completed 12/23/21	Jan, 2022		
14-Dec	new ideas from Art Advisory board for artwork to include sturdy materials, lower to the ground and review of the legalities for having a the artwork removed and replace at same location ** SEE ENTRY ON MARCH 2, 2021 **		#444 and CA #864	amended motion - direct the 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 add that the artwork be oriented to provide maximum visibility of the piece from the intersection.
14-Dec	prepare agreement to continue with SRQ County for CDBG funds (ETA July 2022)		#443	Motion - to direct staff to pursue renewal of existing agreement with Sarasota County
14-Dec	Pause ULDC except for Tree Code (completed at 2nd reading on 2/22/22) and AC permitted/prohibited uses		#447	direct the City Manager to pause further Commission and PZAB discussion on the ULDC rewrite with the exception of tree regulations and activity centers which will continued at the current pace and to produce a new timeline with the assistance of the Director of NDS.
14-Dec	CM to work with NDS director to create a new ULDC timeline		#447	NDS.
14-Dec	CW/CS neighborhood expansion new policies - including the hardship program, deferral program, pre-payment program, revising water line fee from per foot to per home, add waste water line fee. Costs for CW/CS = \$5235 and CS = \$2213. ** SEE OCTOBER 8, 2019 ENTRY **		#446	various motions link to minutes (page 11) https://cityofnorthport.legistar.com/View.ashx?M=M&ID=820548&GUID=A8C5E6A4-E917-41AF-A38A-7A5AA15F7C91
2022				
11-Jan	Bring back Option 1 for impact fees incentives for AC and targeted industries set at 50%			Motion - to approve the implementation of Option 1- Targeted Industries in Geographic Areas with an impact fee set at 50%.
11-Jan	Restore building permitting fees to pre-covid rates for 1st reading (aka voiding Ordinance #2020-28)			Motion - to direct the City Manager and City Attorney to restore the Building Department permitting fees to the pre-Covid level that was established prior to Ordinance No. 2020-28
25-Jan	Staff to bring back info on prohibiting gas boats etc on city canals and waterways		#449	motion - direct staff to review options for prohibiting combustible recreational vehicles on waterways
25-Jan	R&D workshop - Discussion on WCS and Bridges - include R&R fund in 2023 budget and methodology study // Include ARPA funds received and used for 1st batch and anticipated 2nd batch ** see entries on 6/17/19 and 7/21/21 **	BUDGET		
25-Jan	Permitted and prohibitive uses for AC1-5 and 8 use various consensus given bring back for 2nd reading date TBD ** See entry on October 7, 2021 **	TBD	#448	various motions -- link to minutes https://cityofnorthport.legistar.com/View.ashx?M=M&ID=908481&GUID=028F6B44-5A62-4642-93C4-72C98C4095A6

1-Feb	Veterans task force to pick top 3 names for commission's final decisions		#451	Motion #1 - to accept the conceptual draft of the Veterans Memorial Park and direct the task force to select the top three names and bring back for discussion and possible selection by the Commission at a future date. Motion #2 - give the Veterans Park Advisory Committee the task of fine tuning the conceptual plan and bring back to Commission
1-Feb	Veterans task force to fine tune conceptual plan based on discussion		#451	
1-Feb	Parking ordinance to be revised based on various concensus given and bring back for 1st reading (ETA June, 2022)		#452	
3-Mar	Create an R&M for facility maintenance - Option 1 ** SEE JUNE 17, 2021 ENTRY **		#453	
8-Mar	Mural on 1st floor permitting waiting area (donated time/materials)			
8-Mar	Approve strategy for Colliers for Dallas White Park and Italy Avenue multiple proposals will be submitted ** See March 2, 2020 entry **	6 months		
8-Mar	Create ordinance for Redistricting Map C ** See entry on 12/14/21 and 2/1/22**		#455	
8-Mar	CM to create another commission meeting with 1-1 commission meetings taking place prior to commission meeting regarding mobility fees ** SEE ENTRY February 7, 2019, September 22, 2020 and JUNE 7, 2021 R&D meetings **		#110 and #457	
8-Mar	WMS future phases - staff to devlop plans for these phases with enhanced revenue opportunities to the city that will provide economic development plan for the area (low, moderate and intense options)		#456	