

**CITY MANAGER REPORT
March 2022**

Item	Commission Meeting Date	Agenda Item	Assigned to Department	Description of Project	Memo 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 meet 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: On hold pending completion of construction by County. Sarasota County Parks, Recreation & Natural Resources staff have reached out to City staff to begin discussion on the potential for a future funding agreement to support construction of the parking area and amenities. City staff to submit legal request to determine appropriate course of action related to funding agreement.	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	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) Scheduled for further discussion by Commission at April 4, 2022 Special Meeting.	B) April 4, 2022	A) September 22, 2020 C) March 15, 2021
138	04/01/19		NDS	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. B) Motion made at 9/17/19 mtg to provide further discussion on neighborhoods before conversation on city owned properties C) Moved to be discussed with city owned property discussion on March 2020 Status: To be brought back to Commission in July 2022 when ULDC is complete.	July 2022	A) September 17, 2019
338	09/22/20		City Manager / Economic Development	Staff 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. Status: Staff working on developing an RFP for consultant services.	December 2022	

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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 Due Diligence Report is complete and going to the Consultant 3/10/22. An offer will be made to the owner and that offer will be brought before Commissioners. Staff is working to bring toward the May 10th meeting, subject to complete legal review. Staff will know more once the offer is made.</p>	March 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: Environmental incentives focus group to be held 3/18 with internal staff and regional partners. The target Commission meeting date for the topic of incentives is 4/26/22.</p>	April 2022	
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. 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: A) In Progress. The buildings have been posted for demolition and the demolition project is anticipated to be complete by end of March 2022. Memorandum to Commission 3/14/22.</p>	A) March 2022	B) July 2021
427	07/27/21	21-1044	City Manager	<p>Staff to come back in 6 mos. regarding future development phases and keeping in mind the intention of the original Warm Mineral Springs master plan.</p> <p>Status: Completed 3/8/22. Commission directed staff to hold off on Legacy Trail Head conversation until redevelopment ideas for the surrounding 60 acres come back to Commission. See CM Report Item 456.</p>	March 8, 2022	March 8, 2022
428	07/27/21	21-1052	City Manager	<p>Motion to direct the 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 June.</p>	June 6, 2022	

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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 hay 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: In progress. City Attorney currently performing legal review options regarding permitting.</p>	In Progress	B) Scrub Jay map has been updated from the State. D) Tree Ordinance adopted February 22, 2022 addressed land clearing.
431	09/28/21	21-1323	Parks & Recreation	<p>City Manager to work with the City Attorney and Jockey Club to gather information on the 99-year lease and options available to release the lease and contingent upon the response, gather information regarding costs to relocate gopher tortoises.</p> <p>Status: Jockey Club has declined expansion request. Memo with letter provided to Commission 3/14/22.</p>	March 2022	
435	10/12/21	21-1523	City Manager	<p>City Manager to work with Parks & Rec, PD, and Risk to gather information about a special event involving alcohol, using Cape Coral's water park guidelines for safety and to look at other program ideas to defray costs, to be brought back for further discussion in February. Motion amended to look at special events with and without alcohol.</p> <p>Status: P&R staff have researched other facilities and are compiling information. Staff from P&R, NPFR, NPPD, HR and Risk met on 11/18/21 to discuss potential adult only events at NPAC with and without alcohol. Also P&R staff have contacted Finance to discuss any regulations regarding purchasing/selling alcohol at a city facility. This item was continued from the 3/8/22 meeting to the 3/22/22 meeting for Commission consideration.</p>	March 22, 2022	
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.</p>	April 2022	
437	10/12/21	21-1549	NDS	<p>A) Staff to review the pertinent sections of Chapter 11 regarding the removal of street trees within an HOA to provide clarification for residential communities. B) Staff to bring back further information on clearing of land from lots to waterways during the first reading of the ULDC.</p> <p>Status: Completed.</p>	February 2022	Addressed with the Tree Ordinance Adoption.

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443	12/14/21	12-1776	City Manager Grants	Staff to pursue renewal of existing agreement with Sarasota County for Community Development Block Grant funding. Status: Staff is working to bring something to Commission in July 2022	July 2022	
444	12/14/21	21-1952	City Manager / City Attorney / Parks & Rec	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 Status: City Attorney in process of reviewing legalities. Art Advisory Board tabled their consideration pending receipt of City Attorney opinion.	TBD	
447	12/14/21	22-2009	NDS	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. Status: Staff working on new timeline to be provided by end of March 2022.	Ongoing Monthly	
446	12/14/21	21-1964	UT	Discussion Regarding Water and Wastewater expansion: 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. Status: In progress	June 2022	
448	01/25/22	ORD. NO. 2022-02	NDS	ULDC Amendment regarding permitted and prohibited uses in Activity Centers 1-5 and 8. Staff to bring back Ordinance for second reading at a date to be determined, providing time for staff to incorporate all consensus items. Status: Second Reading of ordinance planned for 4/12/22 meeting.	April 12, 2022	
449	01/25/22	22-2180	PW	Staff to review options for prohibiting combustible recreational vehicles on waterways. Status: In progress. Staff research continues.	TBD	
451	02/01/22	22-2023	P&R	A) Veterans Ad Hoc Committee to vote on top three name nominations and bring back a final selection. B) Committee to fine tune the conceptual plan and bring back to Commission. Status: In progress.	TBD	

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452	02/01/22	22-2203	NDS	Staff to bring back First Reading of Draft Property Standards Parking Ordinance incorporating the Commission consensus items. Status: Staff working to bring back to Commission for discussion at June Workshop.	June 6, 2022	
453	03/03/22	22-2017	PW	Staff directed to create a renovation and maintenance account for facilities and building maintenance based on Option 1 of the Maintenance Plan Status: In progress. Public Works staff is working with the Finance Department to create a Repair and Replacement fund.	TBD	
454	03/08/22	22-2053	NDS	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. Status: In progress.	TBD	
455	03/08/22	22-2243	NDS	City Manager to present a Redistricting Ordinance to Commission using map C Status: Staff working to bring Ordinance to Commission on 5/10 meeting for first reading with second reading on 5/24/22.	May, 2022	
456	03/08/22	22-2234	P&R	Bring back a conversation on building the Legacy Trail Head when staff brings back a plan on developing the surroundign 50 acres at Warm Mineral Springs in a way that enhances revenue to the City and economic development plan to the area. Status: In progress.	TBD	
457	03/08/22	22-2245	PW	Bring back discussion on Citywide Mobility-Connectivity Study Final Rates at a Special Meeting to be determined by the City Manager. Status: Item coming back to Commission at Special Meeting on 4/4/12. Staff working to schedule one on one meetings with Commissioners prior to the meeting.	April 4, 2022	

Total # of active and completed directives	593
Total # of active directives	29
Total # of completed directives	564