

CITY MANAGER REPORT
April 2022

Item	Commission 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 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 has submitted 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) Memorandum sent to Commission April 18, 2022. The first adoption hearing for the Mobility has been changed from May 10, 2022 to July 12, 2022 with the second adoption hearing moving from July 26, 2022 to September 27, 2022. This is to allow time for legal review of the final mobility report.	A) June 2022 B) September 27, 2022	C) March 15, 2021

CITY MANAGER REPORT

April 2022

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. 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</p> <p>Status: To be brought back to Commission in coordination with ULDC amendments.</p>	July 2022	A) September 17, 2019
338	09/22/20		City Manager / Economic Development / NDS	<p>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.</p> <p>Status: RFP for consultant services sent to Purchasing 4/15/22 for review prior to solicitation. NDS has taken lead on the project.</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: Survey work needed to develop a consolidated sketch is moving forward and expected to take 3-4 weeks. The Purchase Agreement is being development by AAG for review with the consolidated sketch. Once returned to Utilities this will be added to the Agenda for Commission. Staff is working toward the last meeting in June.</p>	June 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. Staff is working toward 6/21/22 meeting date.</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) Memo sent to Commission 4.18.22. Staff has requested demolition quotes for the remaining two buildings at this location. The Demolition project is currently on hold awaiting updated quotes to include all four structures.</p>	A) TBD	B) July 2021

CITY MANAGER REPORT

April 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	
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: In progress. Presentation to Commission with update tentatively scheduled for 5/24 meeting.</p>	May 24, 2022	B) Scrub Jay map has been updated from the State. D) Tree Ordinance adopted February 22, 2022 addressed land clearing.
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>	May 2022	
443	12/14/21	12-1776	City Manager Grants	<p>Staff to pursue renewal of existing agreement with Sarasota County for Community Development Block Grant funding.</p> <p>Status: Staff is working to bring something to Commission in July 2022</p>	July 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. Joint meeting with Commission and Art Advisory Board occurred on 4/5/2022 to discuss the public art process.</p>	TBD	

CITY MANAGER REPORT

April 2022

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: Update to be provided June 2022. All Administrative Procedures throughout ULDC being consolidated to a single Chapter to be brought forward to PZAB Summer 2022. Provisions in conflict with current Florida Statutes or Comprehensive Plan are being addressed through Administrative Interpretations until new Administrative Procedures adopted.</p>	June 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: In progress</p>	June 2022	
448	01/25/22	ORD. NO. 2022-02	Neighborhood Development Services	<p>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.</p> <p>Status: Second Reading of ordinance planned for 5/10/22 meeting.</p>	May 10, 2022	
449	01/25/22	22-2180	Public Works	<p>Staff to review options for prohibiting combustible recreational vehicles on waterways.</p> <p>Status: Staff bringing information for discussion during 5/9/22 workshop.</p>	May 9, 2022	
451	02/01/22	22-2023	Parks & Recreation	<p>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.</p> <p>Status: In progress.</p>	TBD	

CITY MANAGER REPORT

April 2022

452	02/01/22	22-2203	Neighborhood Development Services	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	Public Works	Staff directed to create a renovation and maintenance account for facilities and building maintenance based on Option 1 of the Maintenance Plan Status: Complete. Finance has provided a CIP project number to be used in lieu of creating a Repair Replacement fund.		April 12, 2022
454	03/08/22	22-2053	Neighborhood Development Services	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	Neighborhood Development Services	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	Parks & Recreation	Bring back a conversation on building the Legacy Trail Head when staff brings back a plan on developing the surrounding 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	Public Works	Bring back discussion on Citywide Mobility-Connectivity Study Final Rates at a Special Meeting to be determined by the City Manager. Status: Complete.	April 4, 2022	April 4, 2022
458	01/11/22	22-2054	City Manager / Neighborhood Development Services	Staff to work on implementation of Incentive Option 1 - Targeted Industries in Geographic Areas with impact fee set at 50%	TBD	
459	01/11/22	22-2087	Neighborhood Development Services	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. Status: Complete	April 2022	April 4, 2022

CITY MANAGER REPORT
April 2022

460	03/22/22	22-2307	Parks & Recreation	Staff to move forward with events without alcohol at North Port Aquatic Center and bring back ideas within the normal budget process.. Status: Staff has incorporated Budget Proposals to be presented to Commission during budget workshops.	June 2022	
461	04/04/22	22-2245	Public Works	Staff to move forward with: - 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) Status: Consultant is finalizing the mobility fee plan and report to provide for legal review. It should be provided to staff the week of 4/18/22.	TBD	
462	04/04/22	22-2557	City Manager / City Attorney / Finance	City Manager to move forward in preparing an Ordinance setting referendum language to change the City Charter to allow the City Manager to have authority to sign and enter into contracts and applications on behalf of the City. Status: Agenda Item drafted for the 5/10/22, pending completion of legal review.	May	
463	04/04/22	22-2618	Neighborhood Development Services / City Attorney / City Manager	Staff to bring back at a Special Meeting on April 7, an ordinance delaying the effective date of Ordinance No. 2021-46, Tree Regulations to May 23, 2022 Status: Complete	April 7, 2022	April 7, 2022

Total # of active and completed	599
Total # of active	31
Total # of completed directives	568