

City Manager Report - March 2026

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	<p>Build relationship with High School to implement internship programs/give monthly update/ August 2017 implementation goal (updated email 12/5/17).</p> <p>Status: Human Resources staff conducted research from other entities to develop a program that will serve all City departments. A survey was sent to all departments in January with a mixed response due to budgetary constraints. Human Resources is exploring unpaid internships programs as an option which will be included in a proposal to the City Manager for input and direction.</p>	TBD	
338	09/22/20		Development Services	<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: On hold pending outcome of Special District for AC 6 and 10. City Commission expanded AC-6 and adopted new AC-10 as part of the new ULDC and Zoning map. Commission initially directed staff to pursue a Master Plan for AC-6 and AC-10, however, with the new ULDC and the private consolidation of properties, the Commission directed funding elsewhere and staff has provided information to the Commission indicating that a Master Plan may not be necessary. Additionally, Commission directed staff to proceed with development of a Special Assessment District for public infrastructure in Dec 2025. Engineering (PW) has been in communications with FDOT re: Interchange.</p>	TBD	
474	05/24/22	22-2921	Development Services	<p>Staff to develop a comprehensive plan change for urban service boundary to include Activity Center 6.</p> <p>Status: Looking to wrap this into the City's next Evaluation and Appraisal Report, due in 2029.</p>	2029	
482	06/06/22	22-2614	Public Works	<p>Staff to bring back Facility Lease Policy with consensus items incorporated.</p> <p>Status: In process. Staff is gathering additional information and will return this item to Commission at the May 5, 2026 Regular Meeting.</p>	May 5, 2026	

484	06/07/22	22-2946	Public Works	<p>A) Staff and legal team to draft a new agreement working with the Homeowners Association (HOA) of Duck Key to address the replacement of metal roadway grates.</p> <p>B) Staff to replace grates in Duck Key with the Duck Key HOA to reimburse the City for those grates through a new Agreement.</p> <p>Status: A) The proposed agreement was sent to the Duck Key HOA attorney for review on May 9, 2025 and is still with their Attorney. B) Subject to completion and execution of new Agreement with the Duck Key HOA.</p>	TBD	
491	07/26/22	22-3245	City Manager	<p>Staff to schedule a joint meeting between the North Port City Commission and the Charlotte County Commission to be held in the City of North Port after the installation of the new Commissioners in both County and cities as a lunch meeting.</p> <p>Status: Item discussed at the 9/8/25 Workshop and staff will work on scheduling a meeting with the Charlotte County Commission this Fall or early Spring that works for both Boards.</p>	Fall 2025 / Spring 2026	
553	04/11/23	23-0471	City Manager / Public Works	<p>City Attorney and the City Manager to make a good faith effort to renegotiate the lease agreement with the Jockey Club of North Port Property Owners Association, Inc. with no financial payout for rental of the Canine Club Dog Park, and to report back in terms of progress made or obstacles encountered to City Commission as soon as possible.</p> <p>Status: In process. Public Works staff met with the Jockey Club president and former Commissioner Jill Luke on November 21, 2025. The Jockey Club is currently reevaluating its purpose and needs related to the agreement and has placed the matter on hold. The Jockey Club president indicated he would follow up with Public Works around April 2026.</p>	TBD	
566	03/05/24	24-0323	Development Services	<p>Staff to bring back a revised parking regulation that effectively addresses home-based business parking issues.</p> <p>Status: Staff will draft memo and presentation explaining the ways State legislation has preempted local governments from enacting stricter regulations for home-based businesses.</p>	May 2026	
568	03/26/24	24-0358	City Manager / Finance	<p>City Manager to move forward with installation of the artwork presented by Mike Halligan to be located near the Myakkahatchee Creek Greenway Trail along Price Boulevard in an amount not to exceed \$45,000, with deposit and payments being made as follows: 1/3 initial deposit, 1/3 during sculpture completion and curing process, and 1/3 at final installation.</p> <p>Status: In process. Staff waiting for pictures from Artist.</p>	TBD	

577	06/11/24	24-0687	Development Services	<p>Regarding Spring Haven Roadway Extension:</p> <p>1) Staff to bring back a plan to create a conservation easement for the Spring Haven Property and instruct City Manager to explore opportunities for inclusion of School Board Property in the conservation easement discussion</p> <p>2) City Manager to work with Sarasota County to explore options to purchase privately-owned properties along the Spring Haven / Myakkahatchee Creek Corridor using Environmentally Sensitive Lands Program/Funds.</p> <p>Status: Staff met with Sarasota County and there is not a path to pursue funding for Spring Haven properties through the County due to the property owner's request above appraised value. Staff has been unable to identify any other publicly-driven options. The City cannot place a conservation easement over property that is not owned by the city. Staff is preparing an agenda item for Commission discussion indicating the restraints and prohibitions.</p>	May/June 2026	
583	07/25/24	24-1098	HR	<p>City Manager to work with Staff to move forward with the preliminary plans for creating and implementing a Health Care Center for employees of the City of North Port.</p> <p>Status: Progress continues on the Employee Healthcare Center project. Human Resources is working with Finance and the City Attorney's Office on the final details of the agreement with the third party administrator of the healthcare center.</p>	TBD	
586	09/10/24	24-0997	Utilities	<p>Regarding Warm Mineral Springs:</p> <p>City Manager to pursue running utilities up Ortiz Blvd. to U.S. 41</p> <p>Status: In process.60% Construction Plans for Warm Mineral Springs include water and wastewater plans to connect the park along Ortiz Boulevard from existing Utilities. Funds for the connections are being included within the Parks and Recreation project. Civil plans are at 90% and final plans are expected in March 2026.</p>	TBD	

587	09/10/24	24-0997	Parks & Recreation	<p>Regarding Warm Mineral Springs: Staff to negotiate with the Conservation Foundation and Gulf Coast Community Foundation for a conservation easement to the 60 acres adjacent to Warm Mineral Springs, explore possibility of bringing Selby Gardens or other botanical partner, and to identify a section of property for development as an alternative holistic health center.</p> <p>Status: In process. Parks & Recreation, Development Services, and Natural Resources staff met with stakeholders on 2/11/26 to update language for general terms document and develop funding plan for initial invasive species removal and follow-up maintenance in year two and three. Reviewed proposed revised map for carve-out of acreage to support future development. Will bring forward revised general terms document and map for Commission consideration at future meeting.</p>	TBD	
588	09/10/24	24-0997	Parks & Recreation	<p>Regarding Warm Mineral Springs: City Manager to explore funding options for Legacy Trail extension to Warm Mineral Springs.</p> <p>Status: In process. Awaiting feedback on Joint Project Agreement. Grants team continues to search for grant funding opportunities. Option to fund through Park Impact Fees is available.</p>	TBD	
590	03/26/24	24-0474	Public Works	<p>Regarding North and South Tamiami Trail Access Road Projects:</p> <ol style="list-style-type: none"> 1)City Manager to bring back separate estimated costs to construct both north and south Tamiami Trail access roads. 2)City Manager to work with staff to facilitate conversations with the area businesses for off street parking assessments to their businesses. 3)City Manager to work with staff to review other potential options to include paid parking and other financial solutions to the parking issue. <p>Status: In process. The Linear Parking project split into 3 phases. The first phase was funded in FY26 budget with surtax. RFB 2026-12 for US-41 South Access Road Linear Parking (Phase I) was posted February 6, 2026. Bid opening was March 10, 2026. Next steps are preparing the contract for Commission approval.</p>	TBD	

591	09/24/24	Res. No. 2024-R-25	Public Works / Parks & Recreation	<p>City Manager to work with Parks & Recreation and Road & Drainage staff to bring back an agenda item at a future meeting regarding park land and road and drainage relative to Irdell Terrace Property designated in Resolution No. 2024-R-25.</p> <p>Status: City Commission approved the Parks & Recreation Master Plan on December 9, 2025. The established Park Type standard for a Neighborhood Park requires a minimum of 2 acres for development. Given the parcel's irregular shape, and based on the portion of the parcel that is being utilized by Public Works for the stormwater conveyance system, there is not sufficient acreage for park development at this location.</p>	Late 2025	
593	10/08/24	24-1458	Parks & Recreation / Public Works	<p>Staff to work with the Art Center and bring back details and documentation to lease the Scout House as well as the existing land that the Art Center sits on.</p> <p>Status: Memorandum of Understanding brought to City Commission at the 10/14/25 Regular Meeting, Commission directed the City Manager to work with Awaken Food Pantry, Senior Center, Kiwanis Club, and the Art Center to identify needs and expectations and to bring back for a future meeting an agenda item for discussion and possible action on how to approach the space and building and other needs in order to retain the non-profits within the boundaries of North Port.</p> <p>Commission directed staff to investigate completing essential repairs to the buildings used by Senior Center and Awaken Church, and work with Art Center and Kiwanis to identify land and develop land lease agreements. Land Lease Agreement has been created for the Art Center and is under review by the Art Center Board. Kiwanis is working to identify a location on City property that would work for their operation.</p> <p>Art Center determined the Scout House did not suit their needs. See item #623</p> <p>Parks & Recreation: Art Center instructors are under contract to provide art instruction at the community centers. Public Works: Staff have met with Awaken Church to discuss immediate repair needs to maintain operations at the current location. Public Works will also be preparing a CIP that would include demolition of the current structure and the construction of a new 5000 square foot, Pre-Engineered Metal Building, to support operations at that location for consideration by Commission</p>	December 1, 2025	
595	10/22/24	24-1378	Public Works	<p>City Manager to work with staff to initiate negotiations regarding the sale of property located at 2400 Commerce Parkway, North Port.</p> <p>Status: In process. Buyer's attorney is doing a secondary review of the agreement. Once their review is complete, this item will be ready to be brought to Commission. Staff is aiming for the April 21, 2026 agenda.</p>	April 21, 2026	

601	01/14/25	25-1760	Development Services	<p>Staff to move forward with the development of the Unimproved Lot Registration Program for areas of possible agreement including \$100 per year fee to address dangerous trees, allowing for exemptions as proposed and including maintained lots, to implement the program through non-ad valorem assessment and to further articulate what the invasive growth fire risk will look like and to also bring back thoughts on collection of excess funds addressing dangerous tree aspect.</p> <p>Status: Complete. As discussed with City Commission this concept has changed to one that enables the City to recover liens through non-ad valorem taxes assessments instead of assessing unimproved lot (due to potential legal challenges). The City Commission approved a Resolution at the December 9, 2025 regular meeting for the lien assessment program. Ordinance approved at first reading by Commission on 1/13/26, and second reading on February 24, 2026.</p>	Feb 24, 2026	Feb 24, 2026
606	05/27/25	25-2304	City Manager / Finance	<p>City Manager to explore Certificates of Participation (COPs), inclusive of the amendment to be submitted to the City Attorney, the Greenburg Traurig consulting agreement, to allow them to assist in the legislation with COPs, and additionally to investigate the possibility of increasing our reserves and what that might look like regarding funding options to respond to declared emergencies or disasters.</p> <p>Status: Staff is currently researching and exploring the various funding options.</p>		
608	05/27/25	25-2306	City Manager / Finance	<p>Motion to direct the City Manager to explore Certificates of Participation (COPS), Public Private Partnerships (P3), State Revolving Fund (SRF) Loans, Bank Loans and Lines of Credit, Increasing Fund Balance Reserves, and Pay-As-You-Go (Pay-Go) Financing for the New Police Department Headquarters Project, and to bring back the findings and recommendations for further discussion and possible action at a future meeting.</p> <p>Status: Staff is currently researching and exploring the various funding options.</p>		
613	06/10/25	RES. NO. 2026-R-08.	Development Services	<p>Direct the City Manager to further review and research use planning to include but not limited to public use and potential sale of properties for general use regarding list of City-owned properties identified as appropriate for use as affordable housing.</p> <p>Status: Staff brought list to Commission and was directed to conduct additional review. Staff will bring back the requested information to the April 7 Commission Meeting.</p>	April 7, 2026	

614	07/08/25	25-2440	Finance/CMO	<p>Motion: To direct the City Manager to work with PFM, Bryant Miller Olive, and the P3 applicant to explore the P3 and COP's, to review the concerns and questions expressed by Commission, and to bring back information at a future meeting regarding the Police Department Headquarters to include a realistic evaluation of the City's ability to repay the amount determined as a result of the analysis.</p> <p>Status: In progress.</p>		
621	11/04/25	25-2984	CMO	<p>Motion: To direct the City Manager to work with Mr. Moran and his team to bring back to a future discussion regarding a new tax collector building including the City Attorney in these discussions.</p> <p>Status: In progress.</p>		
622	11/04/25	25-2969	Development Services	<p>Motion: To direct the City Manager to prepare an ordinance for City Commission consideration, including option 1C: The proposed updated deferral program eligibility and refined program requirements and Option 1D: the proposed process improvements.</p> <p>Status: Staff bringing this forward for Commission consideration in April.</p>	April	
623	12/01/25	25-3026	Public Works/Parks/Social Services	<p>Consensus:</p> <ol style="list-style-type: none"> 1) Instruct City Manager to work with staff and the Awaken Church Food Pantry. 2) Instruct City Manager to work with Senior Center to move its operations to the Mullen Center and to also explore that move with either having city staff manage the programming or senior center continue managing programming. 3) Instruct City Manager to have staff work with both the Art Center and Kiwanis to find available land for them to locate their operations and to draft a land lease option. <p>Status: In progress.</p> <ol style="list-style-type: none"> 1) Staff from Public Works/Social Services have met with Awaken Church to identify immediate repairs needed to maintain operations at the current location. Social Services submitted a legal request for review of a two month extension to the current Senior Center lease, to assist with the transition following the conclusion of summer camp at GMAC. After legal review, this item will be placed on the May 5, 2026 Commission Meeting. 2) Parks & Recreation staff working with Senior Center on transition, Amended Appendix A submitted for legal review to include a rental rate for the Senior Center. Open House scheduled for March 24 at GMAC. 		

624	12/01/25	25-3069	CMO	<p>Consensus:</p> <p>1) To direct the City Manager and City Attorney to prepare a Resolution of Intent to use the Uniform Method of Collection under F.S. 197.6332 for implementation beginning in FY2027 for City Commission Consideration.</p> <p>2) To direct the City Manager to develop and advance a legislative concept, coordinating with the Florida Legislative Delegation and the City's contracted lobbyist for the 2027 Regular Session to create a State-authorized Independent Special District with merging language.</p> <p>3) Consensus the authorize the City Manager to develop the assessment methodology for the proposed Districts.</p> <p>4) The authorize the City Manager to see assistant from Sarasota, Desoto, and Charlotte Counties on legislative action to create the Independent Special District, include support related to the future Yorkshire/Raintree Interchange on Interstate 75.</p> <p>Status: In Progress. 1) Drafted and submitted for legal review.</p>		
625	01/13/26	26-0234	Finance	<p>Motion: To direct the City Manager to review revenue neutral approach to FPL tax the City charges and an approach to reducing the FPL tax the City Charges to 6% and to review the impact on citizens in terms of dollars and impact to the city in terms of lost revenue as timely as possible.</p> <p>Status: In progress: Compiled information on the impact to customers and the City regarding reducing PUT to revenue neutral level and another option of reducing it to 6%. Including the information in the 3/13/26 budget workshop presentation. The required notification to Florida Dept of Revenue and FPL is at least 120 days and at least 60 days, respectively, before the effective date of the tax rate change.</p>	3/13/26	
626	01/26/26	26-0340	City Manager	<p>Motion: To direct the City Manager to work with the Sarasota County Administrator to schedule a Joint Meeting with the Sarasota County Board of County Commissioners.</p> <p>Status: In progress. Tentative date is October 27, awaiting final confirmation from the County.</p>		
627	02/02/26	26-0280	Parks & Recreation	<p>Consensus: To direct the City Manager to reactivate the annual pass at fiscal year 2025 rates while maintaining current multi-visit pass structure and pricing and bring back an ordinance for Commission review.</p> <p>Status: In progress. Amendment to Appendix A has been submitted to the City Attorney's Office for review.</p>		

628	02/02/26	26-0296	Parks & Recreation	<p>Consensus: To approve updates to the Citywide Sponsorship Policy considering new or additional ways of enhancing the value of the presenting sponsor and direct the City Manager to bring back a resolution for Commission review.</p> <p>Status: In progress. Draft amended resolution and updated policy submitted for legal review on February 3, 2026.</p>		
629	02/24/26	26-0419	City Manager	<p>Motion: to direct the City Manager to work with staff to engage with the Superintendent of Sarasota County Schools to discuss underutilized space at the Heron Creek Middle School campus.</p> <p>Status: Completed. Memo provided to City Commission regarding discussion with Sarasota County School District.</p>	March 9, 2026	March 9, 2026

Total # of active and completed directives	769
Total # of active directives	30
Total # of completed directives	735