

TAB 1

City of Palmetto
Suspense Log

Task #	Priority	Level of Effort	Start Date	Item	Originator	Workshop Date	Meeting Date	Status
1	High	High	Dark Ages	Sign Ordinance	L. Lyn/A. Tusing	02/27/12	TBD	Staff (Planning, Bldg, and Code Enf) is meeting to finish the draft for review with the City Atty. It will then be forwarded to the commission and P&Z for a joint meeting to finalize for approval. Portions of the ordinance related to temporary and political signs will come forward sooner as we need to ensure changes are made prior to the upcoming election.
2	High	High		Personnel Policy	J. Freeman/M. Barnebey	04/16/12	TBD	Personnel policy was placed on hold pending the Police PBA negotiations. The City may want to consider modifying the current policy to only affect non-Union employees.
4	High	Very High		LDC Amendments	L. Lyn/A. Tusing	TBD	TBD	LDC amendments are continuing to be done each time we make changes to ord. To completely revamp and create a stand alone document will be a longer process. By combining the land development regulations as they are today could be accomplished in a short period and is the process that is currently being used.
6	High			Transient Merchant Ordinance	Mayor/M. Barnebey	TBD	TBD	Sample ordinance received for review. Forwarded to M. Barnebey
9	High	High		Palmetto Ballfields	M. Barnebey, A. Tusing		03/09/12	Staff/County staff/k. window/fire marshall to meet on 3/9/2012
10	High	Med		Extension of Water Contract with County	M. Barnebey/A. Tusing			
33	High	High	05/01/11	Post-Emergency Clean-up Bid/Contract	M. Barnebey/J. Freeman			Nixa working to draft a new RFP for debris removal. Expected to go to bid during late spring.
34	High	High	10/01/11	Boat Ramp Parking Issue	Burton/Mayor/Barnebey			Mtg. w/ WCIND 2/22/2012 -Vacant property purchased/shell property under contract
35	High	Med		Energy Grants	J. Freeman			All energy grant tasks are either underway or complete. Energy study is last task to be completed and is expected to be complete before April 2012. Grant must be closed by April 2012.
36	High	High		Ward I Phase II	A. Tusing			
37	High	Med		Haben Blvd	A. Tusing			
38	High	Med		10th and 10th	A. Tusing			
39	High	Med		10th and 14th	A. Tusing			
43	High	High		Sutton Park Renovations	J. Burton			
44	High	High		5th Street Streetscape	J. Burton			
45	High	High	12/19/11	Farm Worker Housing	All	12/19/11	TBD	Mayor has met with several farm worker property owners. Meetings are expected to continue during March
46	High	High		Political Sign Ordinance Revisions	M. Barnebey/others	03/27/12		Draft prepared.
49	High	Med		PBA Negotiations	R. Wells/M. Barnebey	TBA	TBA	Ongoing negotiation - likely to take some time.
50	High	Low		Redistricting	M. Barnebey/L. Lynn	03/05/12		Consultant working on proposed changes to bring forward to Commission regulates division and sale of parcels of land within mobile home parks, addresses rezoning of mobile home parks. Need direction from Commission on priority.
3	Low	High	01/01/07	Mobile Home Ordinance	L. Lyn/A. Tusing	TBD	TBD	Governs placement of utilities under on or above public right of way
11	Low	Med	01/01/07	Right of Way Ordinance	A. Tusing	TBD	TBD	Combining non-conforming lots. Allen reviewing to determine the issues and need to modify the ordinance.
12	Low		01/03/06	Revisions to Section 7.5 of Zoning Code	L. Lyn/M. Barnebey	TBD	TBD	Design is complete, lights were installed in 2009. Item approved as part of the 2010 CIP to include stormwater retention, cameras and paving at public works yard. Paving is complete and some stormwater work was completed
13	Low	Med	02/24/03	Retention area at PW yard	A. Tusing	TBD	TBD	Ordinance to be amended that will allow annual fees to be filed as liens if unpaid. Jim Freeman to review existing ordinance to determine if this item is still an issue.
14	Low	Low	06/20/05	Telecommunication tower annual fees	J. Freeman	TBD	TBD	Staff working on revisions based on Commission comments. Allen has a copy and is reviewing the latest ordinance for additional changes.
15	Low	Med	09/06/06	Tree Ordinance	L. Lyn/A. Tusing	TBD	TBD	Staff asked to investigate current code which prohibits RV parking in front yards. Commission to provide direction regarding priority.
16	Low	Med	11/06/06	RV Parking in Residential Areas	A. Tusing	TBD	TBD	Update Ordinance to ensure consistency with Florida Building Code. Allen talking with bidg official to further understand the issue.
17	Low	Low	09/04/07	Construction Trailer Ordinance	A. Tusing	01/22/08	TBD	Policy outlines the rules and procedures for reimbursement for training related expenses. Discussed with Commission on 11/3/08. They asked for more input and suggested a few changes. Waiting to bring back to Commission. This item will be addressed as part of the personnel policy changes.
18	Low	Low		Training Certification Policy	J. Freeman	TBD	TBD	Mark to research and provide a recommendation as to whether or not DRC minutes are required and should the meeting be advertised and the minutes published. Discussed at 1/4/10 meeting. Mark to further define and make recommendation.
19	Low	Low		DRC Policy	M. Barnebey	01/04/10	TBD	

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20	Low	Low		Solicitation Ordinance	J. Freeman/M.Barnebey			Staff reviewing current ordinance to determine potential changes.
21	Low	High		Review of Police GOPs	M. Barnebey			Being performed as time allows.
5	Med	High		Demolition Ordinance	M. Barnebey	TBD	TBD	Mark to prepare notice of condemnation letter/template. Forms have been created. Staff still needs to re-work ordinance to simplify and streamline the process.
7	Med	Med		Commission Rules of Procedures for Public Hearings	Mayor/M. Barnebey	TBD	TBD	Mark has drafted/Mayor review/suggestions
8	Med	High		Clarify Downtown Development Guidelines	L. Lyn, J. Burton, M. Barnebey			
22	Med	High	01/23/06	Citywide Mobility Plan	A.Tusing	10/15/2007, 1/3/07	11/15/10	Allen has a revised report from the consultant which he is reviewing. Commission should expect a presentation on the findings in Feb. or March. Presentation to City Commission.
23	Med	Low	01/01/07	Transient Occupancy Ord	M. Barnebey	02/18/08	02/04/08	Proposed ordinance limits the time frame associated with renting property. Commission to provide direction regarding priority. Issue may have been over come by Legislative changes.
24	Med	High	01/30/08	Earthmoving Ordinance	A.Tusing	TBD	TBD	Ordinance that provides guidelines for moving and dumping fill within City limits.
25	Med	Low	09/04/07	Overcrowding Ordinance	J.Freeman/M.Barnebey	TBD	TBD	Ordinance restricting the number of non-family members that may reside in a dwelling unit. Staff will research other ordinances from other jurisdictions.
26	Med	Med	10/31/07	Utility Ordinance	J. Freeman	TBD	TBD	Updates to existing ordinance to maximizes City's ability to collect for services provided. This item put on hold as rates were held steady for 2010. Staff has some money budgeted and will revisit in the Spring 2010. Staff to revisit in early 2012
27	Med	Med	12/03/08	Residency requirements for all City Boards	J.Freeman/M.Barnebey	TBD	TBD	Review residency requirements for all city boards to ensure consistency. Staff needs feedback to determine if requirements should be the same for all boards or not.
28	Med	Low		Take Home Vehicle Policy	A.Tusing/R. Wells	On Hold	On Hold	Review current policy and make recommendation to staff regarding the take home policy.
29	Med	High		Redevelopment of 8th Ave	J. Burton			Ongoing
30	Med	High		Downtown Streetscaping	J. Burton			Ongoing
31	Med	Med		Evaluation of Veolia Contract	M.Barnebey/A.Tusing			Staff looking at existing contract.
40	Med	Med		Travel and Entertainment Policy	J. Freeman	TBD	TBD	Staff to adopt a new policy governing entertainment and and travel expenses.
41	Med	High		Telemetry Meters	J. Freeman	TBD	TBD	Staff would like to have a workshop to discuss the benefits of telemetry meters City-Wide.
42	Med	Low		Review of Building Fees	A. Tusing	TBD	TBD	Staff is reevaluating current building fees and will make recommendation as to proposed changes to the rate structure
47	Med	Low		Criminal Nuisance Abatement		02/27/12	03/05/12	Draft prepared.
48	Med	Low		Purchase of Circle K Property (Shell Station) by CRA	M Barnebey			Due Diligence is being completed.
32	Med.	High	06/26/05	Historic Preservation	Mayor	TBD	TBD	Commission will received draft copy of ordinance on 1/8/10 Staff is working on draft and will bring forward ASAP per Commission instruction. Staff will be looking for direction from Commission regarding priority for this item.

Task #	Priority	Level of Effort	Start Date	Item	Originator	Workshop Date	Complete/Removed Items	Meeting Date	Status
	Complete	NA	12/20/04	Portable Water Contract	Attorney	09/19/05		09/19/05	Commission approved on 9/19/05
	Complete	NA	01/06/03	Hasko Rd Transfer	Commission	08/19/05		10/03/05	County Approval on 9/13/05
	Complete	NA	01/06/03	Queueing System	Public Works	5/16/05, 7/18/05, 8/29/2005		10/03/05	Queueing System was installed on Sept 27th
	Complete	NA	01/06/03	Fill Ordinance	City Clerk	TBD		TBD	Public Hearing schedule for Oct 3rd. Commission approved 10/03/05 Ord-05-866
	Removed	01/05/05		Occupational Licenses Ordinance	City Clerk				Staff performed cursory review of fees compared to other municipalities. Recommend removing this item from the list if Commission agrees
	Complete	10/01/05		Waste Management increase for solid waste	City Clerk	Will be done via memo to Commission by 11/4/05			Staff will complete analysis and recommended increase associated with passing along tipping fee increase associated with Manatee County landfill charges. Increases have already been approved pursuant to Ordinance 04-833. Residents being notified on Nov. bills.
	Complete	10/15/05		CIP Review	Public Works/City Clerk	12/5/2005, 12/19/05		12/19/05	Staff working to complete. Comm. Reviewed at workshop on 12/19. CIP was approved on 12/19/05
	Complete	07/15/05		Digital Imaging/Scanning	City Clerk	12/19/05		12/19/05	Staff held first mtg. with cross functional group to obtain requirements. Contacting vendors to schedule presentations about their product. Met with Dex Imaging. Mtg scheduled with Municode during 2nd week Nov. Staff met with Municode 11/9. Meeting with last vendor on 11/22. Team selected Municode and Commission approved the expenditure on 12/19/05. Scheduled for implementation in Feb/Mar.
	Complete	01/26/04		Stormwater Rate Study	Freeman/Lukowiak	11/21/05, 1/9/06, 4/17/06		05/01/06	Dept Heads met to review the existing study performed by Berryman and Henigar. Staff intends to bring forward a proposed rate schedule during October/November for review. First draft now ready for Commission. First draft going to Commission for review. Commission to review material at workshop on the 1/09/06. Staff working to make adjustments based on Commission feedback. Staff to present proposal from Burton to complete stormwater user fee study. Commission approved study, contract signed awaiting results from Burton.
	Complete	04/03/06		Surplus Auction	Lukowiak	04/17/06		04/17/06	City will be auctioning surplus items
	Complete	03/01/06		Manatee Players	Mayor/Commission	4/3/06, 4/17/06, 4/24/06		05/01/06	Staff is waiting to received revised contract from Mark Barnaby based on commission feedback provided at 4/10/06 workshop. Request permission to continue working with players to finalize contract. Manatee Players selected Bradenton site.
	Complete	04/03/06		Animal Ordinance	Freeman	NA		4/3/2006, 4/17/06, 5/1/06	Staff approved updated City code to reflect new County ordinance. Public hearing scheduled for 4/17/06. Staff exploring possibility of excluding certain sections of the ordinance (i.e., barking dogs). Commission passed on 5/1/06
	Complete	01/03/06		Revisions to Code Enforcement Ordinance	Freeman	05/15/06		06/05/06	To allow City to recover administrative costs and fees related to prosecution, even if cured in first meeting. Pulled from 5/1/06 meeting. Will be brought back at 5/15/06 meeting. Public Hearing scheduled for 6/5/06. Adopted on 6/5/06.
	Complete	05/03/06		Debris Management (Interlocal for disaster)	Lukowiak/Freeman	NA		06/19/06	City to sign contracts with various vendors for debris clean-up related to Hurricanes. This is follow-up action to the agreement entered into with Manatee Co. earlier in the year. Staff has signed contracts that will be brought forward on 6/19/06. Commission approved on 6/19/06.
	Complete	08/22/05		Attainable Housing Ordinance	Mayor	6/5/06		6/19/2006, 7/24/06	Initial draft prepared and sent to Commission for discussion. Public hearing scheduled for Jan 9th, which was continued. Staff is meeting with HBA and will bring back on 2/6/06. City attorney and staff has decided to pull the ordinance pending further analysis. Topic is being challenged by developers in other municipalities. Staff meeting with HBA on 2/22 and local developers on 2/23. Staff bringing forward draft ordinance on 4/10/06. Schedule for 4/17 workshop. Staff will meet with Commissioners individually during the coming week. Revised version will be presented at 5/1/06 workshop. On 5/15/06 Commission workshop. On 6/5/06 workshop. Scheduled for 1st reading on 6/19/06. Public Hearing scheduled for 7/24/06.
	Complete	11/01/05		Impact Fees (Gov't Services, Public Safety)	Freeman/Lukowiak	1/30/06, 2/6/06, 4/17/06, 6/19/06		6/19/2006, 7/24/06	Waiting for a revised quote from Burton for Police impact fee. Staff rec'd revised quote to add Police impact fee. Staff will bring back to Commission for approval on 2/6/06 along with results for the other three impact fees. Awaiting info from Burton & Assoc. Anticipate bring forward on 3/20/06. Staff working with Attorney and Burton to draft ordinance. Scheduled for workshop in 6/19/06 and 1st reading and advertising approval on 6/19/06 if Commission approves moving forward. Public Hearing scheduled for 7/24/06.
	Complete	03/20/06		Credit Card Processing	Freeman	5/1/2006, 6/19/06		07/24/06	Provides on-line credit card payment for utility bills. Item is ready to come before Commission. Will be presented at the 5/1/06 workshop. Commission asked staff to research a more comprehensive solution. Will be brought back at a later time. Staff met with Bank of America on May 23rd regarding a more comprehensive solution. Staff likes the new system and will bring back to Commission on 6/19/06 workshop. Bank of America rep will present at workshop. Contracts coming before Commission on 7/24/06. Commission approved on 7/24/06. Starting implementation phase. Schedule to come on-line 10/1/06.
	Complete	06/15/06		Proposed General Employee Pension changes	Freeman	7/24/2006, 9/12/06		9/18/2006, 10/2/06	Pension board proposing COLA adjustment for retirees. Commission will consider changes at 7/24/06 workshop. Commission asked staff to make changes are bring back at the 8/21/06 meeting. Commission approved the pension changes at the 8/29/06 budget meeting. Costs for the on-time and ongoing 2% COLA are loaded in the budget. 1st reading on 9/18/06. PH on 10/2/06.
	Complete	06/15/06		Proposed Police Pension changes	Lowe	7/24/2006, 9/12/06		9/18/2006, 10/2/06	Pension board proposing additional benefits for police retirees. Commission will consider changes at 7/24/06 workshop. Commission asked staff to make changes and bring back at the 8/21/06 meeting. Revised changes will be presented to Commission on 9/12/06. 1st reading on 9/18/06. PH on 10/2/06.
	Complete	NA		Mobilization Study(aka Traffic Utilization)	Vamadore/Comwell	7/24/2006, 10/16/06		10/16/06	Staff working with Manatee Chamber Mobility Study to discuss possibility of including Palmetto in the scope in an effort to reduce the cost. COP partnering with Bradenton and Manatee Co. to determine scope of services. Staff received draft scope of services/quote from Renaissance planning. Revisions being made by staff with intention of bringing forward to Commission at a later date. Quote for \$98K received by PW. PW reviewed quote, provide comments and awaiting revised quote from vendor. Rec'd quote from vendor. Scheduled to bring forward at 7/31/06 workshop. MPO may have funding for study. Manatee County to provide funding. Scheduled to 10/16/06 workshop. Approved by commission 10/16/06.
	Complete	08/13/06		1800 Mhz Licensee Re-banding	Freeman	TBD		TBD	New FCC guidelines require some cities to enter into re-branding agreements for 800 Mhz bandwidth. Staff is currently researching to determine if we are affected. Staff determined that this issues is being handled by Manatee County.

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	Complete		08/13/06	Development Permit Denial Form (Florida Statute 166.033)	Hall/Lukowiak	TBD		TBD	To comply with new Florida Statutes regarding denial of development permits. E. Conrad has drafted a sample form that must be completed if a denial of development permit is issued. Forms have been created and forwarded to painting and building department. As of October 1st, new forms should be distributed to applicants that are denied.
	Complete		05/22/06	Verizon Cable Franchise	Mayor	10/16/06		11/6/2006, 11/20/06	Mayor and staff exploring alternate cable franchise agreement with Verizon. Meeting scheduled for 6/14/06 with Verizon. Staff moving forward with negotiations with Verizon. Next meeting scheduled for 7/26/06. Staff met on 7/26/06. Discussions are ongoing. Things are moving forward as expected. Staff meeting with Verizon for ongoing negotiations on 8/19/06. Staff will meet with Verizon on 9/11/06 to make final revisions to the agreement. Verizon to present franchise agreement in late October early November. 1st reading on Nov 6th, public hearing on Nov. 20th. Staff presenting contract with Wallace Robert and Todd for EAR services on 2/27/06. Commission approved contract on 3/27/06. Task 1 meetings complete and data is being summarized. Staff working with consultant to provide them with necessary data. P&Z will hear staff proposals regarding overlay districts on 9/11/06. Comp plan amendment ordinance including overlays to go before commission on 11/6/06. Public Hearing on 11/20/06. Passed by Commission on 11/20/06.
	Complete		NA	Land Development Code/EAR including Overlay Districts	Mayor and Commission	11/06/06		11/06/06	Misc updates to Chapter 2. Examples include updating the meeting dates in ordinance. Staff bringing forward revisions to the ordinance on 11/20/06. Public Hearing scheduled for 12/4/06.
	Complete		01/05/05	Chapter 2 - Administration	Freeman	N/A		11/20/2006, 12/4/06	Burton and Associates working with staff to update the stormwater rate study. Staff expects to bring forward to Commission in September for implementation in October. Staff met with Burton on 10/6/06 to finalize the study. Burton to present during the workshop on 10/20/06, 11/6, 11/13 and 11/20 workshops. Draft ordinance has been forward to commission and will be discussed at 11/20/06 workshop. 1st reading on 12/4/06 and public hearing on 12/18/06.
	Complete		08/13/06	Stormwater Rate Ordinance	Freeman	4/17/2006, 10/2/06, 11/6/06, 11/13/06, 11/20/06		12/4/2006, 12/18/06	City considering adopting Manatee County's drinking age ordinance.
	Removed		06/05/06	Drinking Age Ordinance	Mayor	TBD		TBD	Staff will complete an analysis and bring forward to Commission. Initial meeting held with Attorney Hall. City Clerk gathering comparative data from other municipalities. 1st draft should be ready for Commission on 11/28/05. Info was on 12/19/05 workshop; not addressed due to time. Re-scheduled for 1/9/06 workshop. Mayor will bring back proposal to Commission on 1/23/06. Mayor to present at 4/30/06 workshop. Commission approved legal services contract presented by Mayor. This feasibility of this option will be re-evaluated during budget time (i.e., October 2006). In-House City Attorney positions is being advertised in the FLC catalog. Current contract with Dye expires 10/1/06. Flat fee for contract services of \$25k/mo will apply for the interim period between 10/1-12/31/06 unless a City attorney is hired during that time. Mayor has new proposal that will be distributed to Commission before year end. Commission approved appointment of Michele Hall as attorney for 1 year ending Jan 21, 2007.
	Complete		05/02/05	Legal Services	Varnadore	11/21/2005, 12/19/05, 1/9/06, 4/3/06, 1/8/07		4/3/2006, 1/16/07 (special meeting)	Commission Discussion. Staff not actively working.
	Removed		12/06/04	Fiber Optic Utility Ordinance	Mayor	TBD		TBD	Staff working to identify funding sources based on feedback from Commission. Staff to bring back to Commission in February for approval. Commission approved the 2007 CIP. Chris is bringing forward minor revisions to the plan on 2/26, but total \$ remains the same. Staff was instructed to meet with Commission and finalize 2008-2011 plan for implementation with the upcoming 2008 operating budget.
	Complete		12/04/06	2007 CIP	Freeman/Lukowiak	1/8/2007, 2/5/07		02/05/07	Ensures liens will be given highest authority permissible by law. Approved by Commission 2/26/07.
	Complete		01/01/07	Lien Ordinance	Strolio/Freeman	NA		2/5/2007, 2/26/07	Clarifies the relationship between handbill and solicitation ordinance (Chapter 19). Approved by Commission 2/26/07.
	Complete		01/01/07	Handbill Ordinance	Strolio/Freeman	TBD		2/5/2007, 2/26/07	Updating powers of CRA consistent with new eminent domain law. Approved by Commission on 2/27/07.
	Complete		01/01/07	CRA Eminent Domain Ordinance	T. Lukowiak	NA		2/5/2007, 2/26/07	Providing more regulatory authority to City for landscape materials. Approved 2/26/07
	Complete		01/01/07	Landscape Plan Ordinance	C. Lukowiak	NA		2/5/2007, 2/26/07	Staff to discuss proposed changes to supplemental rules for cemetery. Issues involve restrictions on artificial flowers and height of existing shrubs. Volunteer committee will meet on Nov. 2 to discuss the issues. Commission suspended enforcement of supplemental rules committee could resolve issues that have been brought forward. Next Committee meeting scheduled for 11/30/06. Committee is finalizing recommendations and will bring forward to Commission on 3/5/07. Ordinance passed by Commission on 3/19/07.
	Complete		09/18/06	Cemetery (Review of Supplemental Rules)	Varnadore	10/16/2006, 2/19/07, 3/5/07		3/5/2007, 3/19/07	Staff will present current subsidy amounts for dependent health care and discuss insurance options for Mayor and Commission. Per Commission feedback staff will work on a subsidy amount that is consistent for all classes. Commission proposed implementing this change for FY 2008. Commission did not want staff to move forward with insurance for Mayor and Commission.
	Removed		12/04/06	Dependent Care Subsidy/Mayor Commission Insurance	Freeman	02/05/07		TBD	Modifications to existing nuisance ordinance granting the City more authority to resolve issues without going before code enforcement. Changes were discussed at 3/19 workshop. 1st reading scheduled for 4/2. PH on 4/16/07 and approved by Commission.
	Complete		01/03/06	Nuisance Ordinance-Revisions	C. Lukowiak	04/02/07		04/16/07	Staff not currently working on this project. This issue was addressed as part of the design guidelines.
	Removed		01/26/04	Street Parking Ordinance	Comwell	TBD		TBD	At the request of Commission, staff compiled information from neighboring communities and research potential solutions for this issue. Staff report is being reviewed by Legal and will be brought forward to Commission. Item is ready for discussion; pushed back due to low priority. Will be part of Boat Dock Ord. A recent Florida court ruling prohibits cities from regulating public waters.
	Removed		01/10/05	Ordinance to prohibit derelict boats	Comwell	7/25/05, 8/29/05, TBD		TBD	Companion to derelict boat ordinance. Staff not currently working on this item. Will be part of boat dock ord. A recent Florida court ruling prohibits cities from regulating public waters.
	Removed		07/25/05	Mooring Field/Anchorage Ordinance	Mayor	TBD		TBD	Item was removed from FY 06 budget. Mayor asked staff to reconsider and determine financial feasibility. Donny rec'd bid from studio 26. Awaiting bid from METV. Staff will bring forward in 2/13/06. Staff completed point paper on 2/15/06. Item will be brought forward as appropriate. Commission removed funding for FY 07.
	Removed		09/19/05	METV- Broadcasting of City Commission Meetings	Mayor	TBD		TBD	Involves installing security cameras and other devices throughout the City buildings to enhance security and protect assets. PW is bringing forward security recommendations for WAMP based on recommendation from PD. Other security upgrades will occur as identified later this year. Staff rec'd bid from Soritrol to provide Citywide video services. Scheduled for workshop on 7/3/06. Commission asked staff to perform additional research and revise the solution.
	Removed		11/01/05	False Alarm Charge for Police Calls	Mayor	TBD		TBD	Staff will bring back on 11/13/06. Commission requested additional information. Staff will bring back at a later time.
	Removed		04/03/06	Citywide Security	Lukowiak	7/31/2006, 11/13/06		TBD	

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01/01/07	Completed		01/01/07	Attainable Housing Ordinance (Glitch Bill)	Planning	05/21/07	5/21/2007, 6/4/07	Complete	Clarifying payment in lieu of provisions. Item will be brought forward to Commission 5/21/07. PH on 6/4/07. Commission approved Phase II on 4/3. Options included Golddome building and bare lot option which includes consideration of areas in need of redevelopment/revitalization. Based on discussions with Fawley Bryant, staff recommends cancelling Phase II for now and possibly using the remaining \$8k for building design once a site has been selected. Staff planning to get a quote to assess structural integrity and feasibility of GoldDome building. Phase II of proposed at \$70k. New quote includes a phased approach whereby the City can stop the process at any point in time if the building is not deemed structurally safe. Item will be placed on upcoming workshop. Chris rec'd approval to have engineering firm proceed with structural study of Golddome building. Study found no visible structural problems. Commission authorized staff to proceed with phase II. Staff looking at all potential options before moving forward with the study. This item put on hold pending tax changes.
12/01/05	Removed		12/01/05	Spatial Needs Phase II	Mayor/Commission	01/08/07	01/08/07	Complete	Eminent Domain hearing scheduled for September 26, 2006. Hearing scheduled for 12/5/06. City to ask for continuance from courts on 11/20/06. Deposition continuing as planned. Hearing moved to 2/26/07 and 2/27/07. Hearing complete. Awaiting a ruling from the judge. Judge ruled against City. Commission to consider options at shade meeting on April 16, 2007. Mediation scheduled for May 4th. Mediation was not successful. Shade meeting scheduled for May 21, 2007. City provided a counter offer which was rejected by the Jarvis'. Attorney fee hearing scheduled for July. Staff negotiating to settle legal fees with opposing council. Commission approve \$227k to settle legal fees. Budget Resolution on 7/20/07 to close out all expenses for the case. Statutorily mandated ordinance addressing transportation concurrency. 1st Reading on 6/18/07. PH scheduled for 7/20/07. Commission passed on 7/20/07
02/01/06	Complete		02/01/06	Olympia Theater	Commission	5/15/2006, 9/12/06	5/7/2007, 5/21/07 (shade), 7/2/07	Complete	Annual grant application process. Tanya seeking approval to apply for FRDAP grants. Adding provisions to bldg code making it more difficult to keep extending the expiration of a bldg. permit due to construction inactivity. Staff determined that the provision to prevent multiple inspection without any significant progress to the project can be prevented in the existing code. Item to be discussed at workshop. Contract terms have been agreed upon, awaiting signatures.
01/01/07	Complete		01/01/07	Proportionate Fair Share Ord	C. Lukowiak	06/04/07	6/18/2007, 7/2/07	Complete	Staff met with public on 9/21/06 to get feedback and input on proposed ordinance. Mayor asked staff to begin drafting moratorium until the ordinance is finalized. Staff drafting final revisions. Staff bringing forward moratorium for docks. Committee has been formed to make recommendations to Commission during 7/07. Committee met for first time on 1/23/07 and 1/29/07. Committee has completed their analysis/recommendations. Commission reviewed ordinance on 3/19. Discussion will continue at 5/7/07 workshop. Commission comments have been received. Staff presented to Commission on 6/18/07. Staff will incorporate feedback and bring back on 8/6/07. Staff bringing final revisions to workshop with intention of moving to the 7:00pm for first reading. PH scheduled.
05/30/07	Removed		05/30/07	Building Code Amendments	C. Lukowiak	09/20/07	09/10/07	Complete	WRT making final revisions to the EAR. Anticipated to be complete by end of August. Staff to present final draft. Tanya to give update during 8/6/07 meeting. PH scheduled.
05/07/07	Complete		05/07/07	Historical Park Interlocal	C. Lukowiak	09/06/07	8/20/2007, 9/10/07	Complete	Introduce Commission to list of proposed CIP projects for 2008. Staff reviewed CIP plan and awaiting feedback from Commission. Discussion will continue as part of budget meetings. Discussion will continue at the 8/21 budget meeting. CIP budget will move forward for approval at the same time as the operating budget. Approved per Commission on 10/1/07.
03/07/06	Complete		03/07/06	Ordinance to allow boat dock structures and govern docks-Finger Canal	Vamadore	11/7/05, 1/30/06, 2/13/06, 12/4/06, 3/19/07, 4/2/07, 4/16/07, 5/7/07, 6/18/07, 8/6/07, 8/20/07, 9/10/07	8/20/2007, 9/10/07, 9/24/07	Complete	Modifies Chapter 17 Housing Standards to include a property maintenance code that is enforceable by Code Enforcement. Staff bringing ord back for 2nd workshop on 9/10/07 with the intention of moving forward to the 7:00pm for first reading. Language for historical structures was added based on Commission input. 1st Reading scheduled. PH scheduled for 10/15/07.
05/07/07	Complete		05/07/07	EAR Updates	T. Lukowiak	6/18/2007, 7/2/07, 9/10/07	8/6/2007, 9/10/07, 9/24/07	Complete	Phase II of stormwater rate updates. This includes reappointment of existing accounts and rate updates for 2008. One-on-One meetings with Commission and staff scheduled for June 19&20/07. Burton to present at 8:20 workshop. Commission passed on 10/15/07. Staff working to implement rates. Staff to investigate the possibility of adopting an ordinance to deal with littering throughout the City. Removed because current ordinance addresses concerns.
05/30/07	Complete		05/30/07	2008 CIP	Lukowiak/Freeman	7/2/2007, 8/06/07, 8/21/07	10/01/07	Complete	Commission authorized staff to pursue eminent domain. Bob Gill to discuss next steps with Commission. Commission approved moving forward with acquisition. City expects to take ownership of property in August. Chris sending interlocal agreement for cost sharing to County on 6/1/07. Court hearing scheduled for 9/4/07. Chris or Michèle to update Commission on the 9/10/07. Order of taking complete. City deposited \$75k with court. Awaiting hearing to determine value in 2008. Item removed per commission for consistency. This is already on the CIP program. Add language to require parking by permit only in designated areas.
04/17/07	Complete		04/17/07	International Property Maintenance	Strollo/Freeman	8/20/2007, 9/10/07	9/24/07, 10/1/2007, 10/15/07	Complete	Staff planning to bring forward proposal to redesign City web site with help of 3rd party vendor. Commission approved the contract. Staff is moving forward to implement changes with the vendor. 1st meeting was held on 2/12/08 with web team. Staff targeting a 5/01/08 launch. Web Site Launched May 15, 2008
05/30/07	Complete		05/30/07	Stormwater Rates	Freeman	08/20/07	9/10/2007, 9/24/07, 10/15/07	Complete	Updates are needed to our ordinance to comply with new legislation. New law changes "license" to "tax" and gives cities the opportunity to adjust rates. Staff bringing proposed changes to 9/10/07 workshop. 1st Reading scheduled. 1st Reading on 10/1/07. PH scheduled for 10/15/07. Item was continued until 11/19/07. Item will be closed. Staff bringing new ordinance to 2/4/08 workshop. 1st Reading on 2/12/08. Ordinance passed on March 3, 2008.
04/02/07	Complete		04/02/07	Littering Ordinance	Lancaster	10/01/07	11/19/07	Complete	Staff will bring interlocal back for approval pending comments from School Board. Waiting for school board to implement changes. COG meeting scheduled for 1/16/08. Staff seeking approval from Commission. 1st reading on 2/18/08. City approved on 2/23/08 and CCounty approved 3/13/08.
01/05/04	Removed		01/05/04	Jackson Park Land Acquisition (Retention Pond)	C. Lukowiak	7/24/2006, 1/8/07, 5/7/07, 9/10/07	9/24/07, 10/1/2007, 10/15/07	Complete	Staff working with outside legal counsel to foreclose liens. To date code enforcement liens total about \$100k. Outside counsel is attempting to serve the registered agent for the HOA. Foreclosure notice has been filed with the Clerk of Court. Lien was foreclosed by the City. City now owns the property.
11/19/07	Complete		11/19/07	Parking by Permit	Commission	12/17/07	01/07/07	Complete	
11/14/07	Complete		11/14/07	Web Site Redesign	J. Freeman	12/17/07	12/17/07	Complete	
05/30/07	Complete	Med	05/30/07	Occupational Licensing Updates	Freeman	9/10/2007, 1/3/07, 2/4/08	9/24/07, 10/1/07, 10/15/07, 11/19/07, 2/18/08	Complete	
10/31/07	Complete	High	10/31/07	School Interlocal	M. Hall	10/15/2007, 12/9/07	2/4/08, 2/18/08	Complete	
01/01/07	Complete	High	01/01/07	Palmetto Palms Foreclosure	Strollo/Freeman	10/01/07	TBD	Complete	

Task #	Priority	Level of Effort	Start Date	Item	Originator	Workshop Date	Meeting Date	Status
								Staff to review and modify existing or develop and new financial policies such as fund balance, debt, emergency funds, investment. Karen was out in training this week. Staff making final revision with intention to bring it forward in March. Fund Balance and Debt Policies were approved in June 2008. Investment policy skills needs to be implemented and will come forward in September. Commission approved fund balance, investment, and debt policies in FY2008.
	Complete	Low	03/05/07	Establishment of Financial Policies	Ball	03/01/08	10/09/08	Staff to develop parameters for City sponsored events including a list of approved events. Commission discussion events. Staff awaiting feedback from each Commissioner regarding proposed events. Staff bring back recommendation to Commission. Commission adopted criteria, but did not approve the list of co-sponsored events. Commission approved a partial list of co-sponsored events through March. Future events will be brought to Commission for approval until a more comprehensive list is developed.
	Complete	Low	10/02/06	List of City Co-Sponsored Events	Williams	9/24/2007, 11/19/07	12/03/07	Provides down payment assistance to City employees. Removed from list as housing costs have decreased substantially. Market conditions are much different.
	Removed	Med	09/04/07	City Employee Housing Assistance Ord.	T. Lukowiak	TBD	TBD	Summary hearing scheduled for 12/9/08. City should receive judgment and move to purchase property on courthouse steps. City received a settlement payment of \$25,000 on 12/9/08.
	Complete			Scott Property Foreclosure	Freeman/M. Barnebey			Defines criteria to award preference for local contractors. Communication and initiative regarding to local vendors has begun (utility bills, web site, etc.). Item will be discussed at 1/26/09 workshop. Meeting on 1/20 with Manatee EDC for Panel discussion. Commission approved on 4/20/09.
	Complete	Low	04/17/07	Local Preference to Contractors	J. Freeman/M. Barnebey	01/26/09	TBD	Tanya and Gary working to identify items to purchase with Grant. Finance will bring forward a budget amendment to reflect additional monies. Grants have been awarded in amounts of \$1,168k and \$28k
	Complete	Med	05/30/07	Regatta Pointe Sublease	G. Lowe/T. Lukowiak	TBD	TBD	Review existing sublease to: change legal description, allow banquet hall use, clarify responsibilities of lessor and lessee. Came to Commission in October. Commission want more information. M. Barnebey is reviewing amendment to bring back to Commission. Commission approved assignment and other lease clean-up items.
	Complete	Med	12/03/08	Telephone Attendance at Commission Meetings	J. Freeman/M. Barnebey	11/3/2008, 2/2/09	01/04/10	Mark to conduct research and suggest a policy statement. Policy 09-04 was adopted by Commission on March 9, 2009.
	Complete	Med		Background Checks	M. Barnebey	TBD	03/09/09	City attorney to review most current version and bring back to Commission for approval. Scheduled to go back to Commission on 12/15/08. Commission approved on 1/5/09. Sharon working to identify those employees that need to have a screening performed. All background checks were complete in spring 2009 and a report was given to Commission. All actions have been taken based on the results of the background checks.
	Complete	Med		RFQ for Legal Services	M. Barnebey	TBD	01/05/09	Mayor and Mark have examples of RFP/RFQ from previous year along with a recent job description for the City Attorney. Nixa working on draft. Initial draft given to Mayor. Schedule to go out to bid on 1/19/08. Draft sent to Mayor for review. Scheduled to be published on 1/19/08. RFQ was issued in 2009 and awarded to Mark Barnebey. Contract was just renewed until March 2001.
	Complete	Med		Under 21 Ordinance	Mayor	TBD	12/17/09	City attorney to review proposed ordinance, modify, and bring forward to Commission for discussion. New ordinance adopted by Commission.
	Complete	High		Jackson Park Eminent Domain	M. Barnebey	TBD	08/03/09	Price for one parcel is finalized. 3 parcels have agreed to a revised price after mediation. 1 parcel remains outstanding and a shade meeting has been scheduled for 12/15/08. Finance needs to determine additional amounts relative to overall project budget. Interlocal must also be signed. A. Tusing had discussion with County. ILA is being revised and will be resubmitted to County. ILA was signed and approved by Commission in January of 2009.
	Complete	Med		Cell Phone Policy Revisions	J. Freeman	12/11/08-Memo	12/11/08-Memo	Staff looking to revise policy to accommodate IFRS rules. In the interim need to follow current policy until changes are made. Commission asked for a report at next meeting (12/15/08). Memo being sent to Commission on 12/10/08. Memo sent to Commission. Staff will continue with qtr reports until policy changes. New cell phone policy adopted and City switched to Verizon in 2009.
	Complete	Med		Palmetto Elementary (Phase 1)	All	TBD	07/27/09	Mayor and staff meeting with School board and County on 1/7/09 to discuss status. Staff met with all parties on 1/12/09 to discuss next steps. Commission approved contract to sell City property to school board.
	Complete	Med		CRA Board Resolution and Ordinance Biotesting requirements on new potable water lines	M. Barnebey	NA	01/26/09	Mark to prepare resolution and ordinance for CRA and advisory boards. Resolution approved whereby Commission becomes the CRA board.
	Complete	Med		Tomato Festival Update	A. Tusing	TBD	TBD	Testing requirements for potable water. This item was removed from the suspense log because staff did not feel this was an issue.
	Complete	Med		FDOT Median Contract	A. Tusing/T. Lukowiak	TBD	TBD	Commission asked for an update on budget and finances for the tomato festival. Alien sent an email to Commission with results of the festival. Alien sent updates to Commission in Dec. 2008.
	Complete	Med		Renewing Brighthouse sponsorship and Spanish Film for Movies in the Park during the month of May	A. Tusing/M. Barnebey	TBD	01/26/09	Needs to be reviewed by City attorney. Scheduled for Commission approval at the 12/15/08 meeting. Contract was approved minus the street sweeping as the City does not have attenuators.
	Complete	Med		Terra Ceia CDD stormwater issue	Mayor	TBD	01/26/09	Mayor meeting with Brighthouse to renew sponsorship for movies in the Park. Also discuss the possibility of having a Spanish speaking firm in May (Bejo la Misma Luna). We did not show a Spanish speaking firm, but Brighthouse has renewed for 2010.
	Complete	Med		Hidden Lake Cell Tower	A. Tusing	TBD	TBD	CDD now understands that stormwater maint of ponds is their responsibility. However, they are filing for mitigation credit in Jan. 2010 which staff will review and adjust as needed.
25	Low	Med		Misc. Updates to Charter and Code of Ordinances regarding Election Rules	J. Freeman/A. Tusing	1/26/2009	TBD	Staff working with Mike Nuckols to bring before Commission for discussion. Need to determine if SWMD is going to require the school to increase the size of retention pond at hidden lake. Scheduled for workshop on 1/26/08.
4	High	High		EAR Amendments	T. Comwell L. Lyr/A. Tusing	3/9/09, 6/9/09, 11/17/10 01/17/10 11/01/10	TBD	Commission approved due diligence phase in spring. Notices and community meeting was held in June. Coming back to Commission in January for lease approval. 9/13/10 Commission approved conditional use. Lease was approved in June. Construction to begin in 2011.
13	Med	Med		17th Street Utility Relocation	A. Tusing	TBD	TBD	Resign to run, residency requirements, etc. Charter Review Committee addressed and will be presenting to Commission on 1/17/2010. Referendum passed by voters on Nov. 2 2010.
28	High	High		Forecasted Property Registration Ordinance	Mayor/M. Barnebey	TBD	11/15/10	Adopted but awaiting DCA notice of intent.

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35	High	Med		Extension of FPL Franchise	M. Barnebey/J. Freeman		02/28/11	FPL franchise was adopted in February 2011. New franchise is good for 30 years. Installation of new generator at City Hall. Final generator selections are being made. Installation expected in 2nd qtr 2011. New generator was installed in May 2011.
39	High	Med		New emergency Generator Installation	J. Freeman	10/01/10	TBD	Implement new phone system throughout the City to enhance functionality and lower costs. Phone was installed in February of 2011.
38	Med	High		Upgrade to IP phones City-wide	J. Freeman	12/01/10	12/13/10	Revision to the CRA plan. CRA Plan was adopted on December 19, 2012.
29	High	High		Updated CRA Plan	J. Burton	Completed	12/19/11	Review will need to be taken after Legislative Session.
				Moratorium on Gaming Sites	M. Barnebey	Completed	Completed	Completed
	Med	Low		Purchase of Cadence Bank Property by CRA	M. Barnebey	Completed	Completed	Completed