

Fiscal Year 2010

AGENDA MANAGEMENT				
WORK SESSION - WS	PRIORITY	TERM	TARGET DATE	ATTENDEES
Outstanding LDC Issues	1 - Want	Long	5/31/2010	Staff & TA
-Parcelization				
- Short Term Rentals				
- Banner Signs & Outdoor Display				
- Administrative Appeal Process				
- Comp Plan & Green Amendments				
- Sign Ordinance				
Town Manager & Town Attorney	2 - Must	Short	5/31/2010	Staff & TA
- Evaluations				
- Duties and Assignments				
- Performance				
- Job Descriptions				
- Town Attorney - In-House or Contractual				
Beach Management *(TA for ILA)	3 - Must	Short	2/28/2010	Staff & *
Esterio Blvd	4 Must	Long	4/30/2010 (A)	Staff
- Survey Results				
- Engineering				
- Short Term Projects				
- MPO 5 Year Plan				
Downtown Redevelopment	5 - Want	Long	10/31/2010	Staff & TA
- DRA				
PNP Manual Update	6 - Want	Long	4/30/2010 (B)	TM & TA
Mandatory Recycling	7 - Want	Short	4/30/2010 (B)	TM & TA
Alcohol Restrictions	8 - Want	Short	4/30/2010	TM & TA
Mass Transit, Traffic, Transportation, Road M&R	9 - Want	Long	10/31/2010	Staff
<i>UNASSIGNED</i>				
- Appropriate Communications				
- Trolley				
- Public Relations				
- Summer Scheduling				
- Strategic Planning				
- Meeting Efficiencies				
- Newton Park Master Plan				
- ROW Issues				
- Mound House Master Plan				
- Comp Plan EAR & Concurrency				
- V Zone Commercial Issues				
- Bayside Access				
- Town Branding				
- Customer Survey				

Format Revised: 1/2010
****Time Sensitive**

Green =In Process

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AGENDA MANAGEMENT			
MANAGEMENT & PLANNING - MP	TARGET DATE	ATTENDEES	
New Revenue Sources	1/31/2010	TM & TA	
Property Purchase	1/31/2010	TM & TA	
1) Town Hall	"		
2) Downtown	"		
RFP's	2/28/2010	TM	
Budget Review	2/28/2010	TM & FD	
1) Budget Modification	"		
Charter	3/31/2010	TM & TA	
1) Financing	"		
2) Structure	"		
Water System Replacement	3/31/2010	TM & TA & FD	
1) Water Utility Financing			
Strategic Planning, Goals & Budgeting	5/31/2010	TM	
<i>UNASSIGNED</i>			
<i>Economic Vitalization</i>			
<i>Visioning</i>			
<i>Reserve Fund Policies</i>			
<i>Municipal Code Legal Expenses</i>			
<i>Project Management Effort</i>			
Economic Vitalization			

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AGENDA MANAGEMENT	TARGET DATE	PRIORITY	STATUS
MEETING - M			
LPA Participation in M&P			
Noise Ordinance	1/19/2010		Introduction
LPA Representative			
Bay Oaks Transition - School Board Interlocal			
Committee Status Update			
Town Manager Evaluation	8/2/2010		

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AGENDA MANAGEMENT	TARGET DATE	PRIORITY	STATUS
PROJECTS - P			

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AGENDA MANAGEMENT			
SCHEDULING - S	TARGET DATE	ATTENDEES	
Joint Meetings			
- Committee Chairs	3/31/2010	TM	
- BOCC	5/31/2010	TM & TA	
- LPA	5/31/2010	TM & TA	

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AGENDA MANAGEMENT	DATE	
<u>COMPLETE</u> Ex-Officio on Advisory Committees Bay Oaks Fee Schedule Bay Oaks Advisory Board Ordinance Vacation Ordinance Committee Ordinance - Multi-Seat Vacation Fee Schedule	10/5/2009 10/19/2009 11/2/2009 12/21/2009 12/7/2009 1/4/2010	
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**TOWN COUNCIL MEETING JANUARY 4, 2010
ACTION ITEM LIST**

TOPIC	ACTION	ASSIGNED	STATUS
Donations and Charitable Contributions to Bay Oaks	Create Dedicated Account	Wicks	Pending
Community Pool Non-Profit and Account Balance	Reorganize Non-Profit and Assume Control of Funds	Dalton	Pending
Landscaping Upgrades on Lot Occupied by Waterslide	Approach Owner to Discuss Towns Tree Program	Shockey	
Noise Ordinance	Introduction at 19 Jan 10 Council Meeting	Green	Done
Newton Park	Update	Schober	Done

**TOWN COUNCIL MEETING DECEMBER 21, 2009
ACTION ITEM LIST**

TOPIC	ACTION	ASSIGNED	STATUS
Pink Shell Hearing	Continued to 19 Jan 2010 @ 6:30 PM	Shockey	Pends
Alternate to MPO	Council Member List Assigned	Green	Pends
Celebrate League of Women Voters 60th Year	Prepare Proclamation	Dalton	Completed
Town Manager Recruitment	Solicit for Interim Town Manager (6-8 Months)	Green/ Dalton	Pends
Beach Nourishment	Get Update from Steve Boutelle	Green	Completed
Noise Ordinance	Amendment Discussion on 4 Jan 2010 Agenda	Green	Completed
Outdoor Display & Banner Signs	Amendment Discussion on 19 Jan 2010 Agenda	Green	Pends
Vacation Fee Schedule	Place on 4 Jan 2010 Agenda	Green/Dalton	Completed

**TOWN COUNCIL MEETING DECEMBER 7, 2009
ACTION ITEM LIST**

TOPIC	ACTION	ASSIGNED	STATUS
Pink Shell Hearing	Continued to Dec 21, 2009 @ 4PM	Shockey	Done
New's Eve Fireworks Funding	Inquire about LCSO & FMBFD costs	Green	Done
Town Manager Recruitment Options	Bring 3-5 Recruiter Proposals @ 21 Dec TC Meeting	Dalton/Green	Done
Interim Town Manager Position	Discuss Temp Position with Selected Individuals	Dalton/Green	Done
Unsigned Letter Policy	Add to Agenda Management under PNP	Green	Done
Budget Session / Revenue Sources Update	Schedule for Jan 27th	Green	Done
PNP Work Session Target Date	Assigned to Q2	Green	Done
Agenda Management Procedures	Schedule Work Session to Discuss Process	Green	Pends
Town Hall Meeting	Place on Agenda Management under Town Business	Green	Done

**TOWN COUNCIL MEETING NOVEMBER 16, 2009
ACTION ITEM LIST**

TOPIC	ACTION	ASSIGNED	STATUS
BORC-AB Assignments	Set for 7 Dec TC Agenda	Green	In Process
Mound House Discussion	Add to 19 Nov 09 Work Session	Green	Completed
Collect Data on Water System Charges (commercial)	Added to Water Utility Action List	Lewis	Completed
Mass Transit, Traffic, Transportation, Road M&R Needs	Add Work Session	Green	Completed
Historic Sign Determination	Add to TC Agenda Management - Work Session Q2	Shockey	
Escalation Process	Moved up to Q2 Work Session		

**TOWN COUNCIL MEETING NOVEMBER 2, 2009
ACTION ITEM LIST**

TOPIC	ACTION	ASSIGNED	Status
Off Shore Drilling Discussion	Work Session	Green	Added to WS
Access to Lee County CIP Reserve	Contact LeeDOT	Green	
Bob Romig's Availability for Joint TC / BOCC Meeting	Contact Bob	Green	Completed
Investigate Changing Vehicle LOS for Estero Blvd	Contact Bill Spikowski	Shockey	
Federal M&R Thresholds for Estero Blvd	Contact LeeDOT	Lewis	
Mass Transit Needs	Work Session	Green	
Committee Ordinance - Service on 2 Committees	Draft Ordinance	Dalton	7Dec09 Agenda
Noise Ordinance	Work Session	Green	Added to WS
Sign Compliance Update	Nov 16 Meeting	Shockey	LDC Update in process
Outstanding LDC Issues	Work Session	Shockey.	Added to WS
- Short Term Rentals			
- Parcelization			
- Noise Ordinance			
Brad Hill Recognition	Nov 16 Meeting	Mayher	Completed 16 Nov09
Auditor RFP	Work Session	Green	Added to WS