

CC Meeting Date	Task	Assigned Dept.	Initial Due Date	Status	Completed
3/10/2015					
	Tree Succession/ Sidewalk Restoration plans	Public Works Communications	3/23/2015	The original tree succession project designed to replace missing, hazardous, stressed and dying City trees, and to add new healthy ones to promote species diversity and beautify the City, is complete. The City no longer plants Ficus Benjamin trees and will continue the process of removing the remaining Ficus Benjamin trees on City right of ways. Sidewalk repair will begin week of 01/15/18.	
	Valet Management Plan- short term solution and presentation	Parking	Approx. 4/10/15	Anticipated completion of RFP 2/1/2018. The City retained Tim Plummer and Associates to evaluate the valet system within the CBD and make recommendations as to where Centralized valet station should be located. Those recommendations are being reviewed by Parking, Public Works and the ACM for Operations. 1/16/18 - Consultant presented recommendations for Centralized Valet locations to Commission on 1/9/18. Parking is forwarding Solicitation Request and Scope of Service to Procurement.	
	Recommendations re workforce housing project	Economic Development Services	4/30/2015	Development Services is taking the lead. Met with MDCPS staff for "brainstorming session". Preliminary ordinance presented with the Community Benefits discussion with P&Z Board on 5/10/16 Outside counsel Craig Collier is helping w/ County workforce housing ordinance and consultant Strategic Planning Group has been identified to perform Coral Gables-specific research. A final draft of recommendations submitted by staff and being circulated for comments.	
5/12/2015					
	General condition and cleanliness of Youth Center facility, including roof, steps, carpet etc.	Community Recreation Public Works		Issues being addressed through CIP/ general maintenance/ NRP. Complete Youth Center project scope was presented to Commission in April 2016. Current projects in process are the fitness trails renovation, which is slated to begin in February, gymnastics equipment purchase which is in procurement process and playground projects which are in permitting process.	
	Parking lot in the vicinity of SW 8 th St. and El Rado	Economic Development CMO		Lot owner is unwilling to sell City is exploring alternative options.	
6/16/2015					
	US 1 Corridor improvements	Development Services		Charette took place 7/17/15 Extensive information on existing conditions was collected as well as public input from various community forums. Study is being restarted as of 10/10/17 per Commission's direction. 10/26/17: Staff met with Riviera Neighborhood Association on October 25, 2017. A couple of more meetings will be held, and a committee set up. 12/28/2017: Staff has continued coordination with residents. RNA representatives have requested more time to finalize internal discussions prior to public meetings. Staff is monitoring this request, and will meet with the neighbors in January to assess their readiness (SC for RT).	

CC Meeting Date	Task	Assigned Dept.	Initial Due Date	Status	Completed
	Place West Lab update as discussion item on July agenda	CAO		Item discussed and negotiations near complete as of 4/19 U.M. No longer willing to negotiate with Baptist, deal on hold until further notice. Community meeting held by SCRC. West Lab expansion scheduled for conditional use review on Aug 29. Mayor met w/ superintendent on 10/5/17. Follow up meeting with MDCPS and City staff on 10/18/17. MDCPS staff is drafting interlocal agreement for sale of seats.	
9/22/2015					
	Algardi, Cantoria & Garcia traffic calming and neighborhood issues	Public Works		CM met with staff and neighbors to discuss plan, Ballots were counted in mid-March. Algardi, Cantoria & Garcia voted in support of traffic calming. Pilot diverters have been installed and traffic counts were collected the week of 10/2/17. The traffic data reports were provided to neighbors on 10/16/17, the City consultant is now working on the post implementation study and data analysis. Post implementation study submitted to the County on 11/15. County provided comments on 12/11/2017, DPA is working on addressing them. These comments were submitted 1/16/2018 to MDC for review and approval.	
11/10/2015					
	Automatic surveys to customers re: permitting experience	Development Services		Permitting surveys being developed through Baldrige Group engagement. Transactional customer service surveys will be deployed this year and overall community satisfaction survey will be deployed January 2018. 10/31/17: Finalized "dry run" questionnaire. Kiosk and iPad being procured to kick-off initial survey by December 2017.	
2/9/2016					
	Discussion regarding "No parking" and "No Dumping" signs, buttons and street markers	Parking		Temporary moratorium on filling signage requests except where special warrants exist. Removal of superfluous signs was delayed during hurricane recovery. 1/16/18 - Staff is back to removing signs as they are identified.	
	Code amendment/ discussion about allowing only yard waste in parkway trash piles	Public Works		Discussion and recommendations shared at 7/26 Commission Meeting. Community meetings held. Based on feedback from the community conversation meetings and the surveys, general consensus was to keep as is and enforce existing codes.	
2/23/2016					
	Review legislation for maintenance of street closures on Monegro, Sarto, Camillo, Romano and Cadima	Public Works Development Services Fire		City will be taking responsibility of street closures, lighting and landscaping and funds have been budgeted for same. Community meetings will be held in November/ December 2017 to build neighborhood consensus. Monies budgeted in capital plan. Scope of work by consultant to develop plans was received on 01/3/18. Previously scheduled communities meetings postponed due to Irma, will be scheduled to February/ March.	
5/24/2016					
	Follow up with Cuban Cultural Ballet; must produce documentation for grant-funded event	City Attorney's Office		Commission decided funds must be returned. City Attorney's Office agreed upon settlement amount, funds have yet to be returned. Collection Efforts Continue.	
6/14/2016					
	Status update on Cuban Classical Ballet's return of grant money	City Attorney's Office	7/26/2016	Settlement amount has not yet been collected. Collection Efforts Continue.	
7/26/2016					
	Need to look at the proliferation of signs, campaign, lawn, pest, contractors and on utility poles	Code Enforcement		Unnecessary signs are being removed citywide, about 80 signs have been removed thus far and a citywide inventory is underway. Enforcement will be ongoing.	

CC Meeting Date	Task	Assigned Dept.	Initial Due Date	Status	Completed
	Work on delivery ordinance to address noise as well as blocking traffic instead of using alley	CAO		Delivery truck ordinance was drafted and taken to the BID for input. On street delivery will be addressed in valet management plan and valet stations will be used as loading zone during off hours. An ordinance has been drafted and first reading will occur at the January 9th Commission Meeting. 1/17/18 - Ordinance passed on first reading and will be on for second reading at the 1/23/18 City Commission meeting.	
	When will we see the RFP for garages	Economic Development Parking		Economic Development began negotiations with Allen Morris/Related on November 6th, which kickstarted the 6-month clock for concluding negotiations by MAY 6th before moving on to the 2nd ranked proposer, Terranova. The City and developer have planned to meet on a biweekly basis to continue to negotiate the project scop and deal terms, with the next meeting scheduled for Nov. 30th. The next tentative meeting w/ staff is will between Jan 10 to 12 where the City will receive an update on the newly proposed terms.	
8/23/2016					
	Look at inspections on condos where owners are finding structural issues, the ability of having more quality assurance inspections.	Development Services		10/31/17: Researching major complaints and lawsuits on condos in order to better understand the issues and develop a City inspection plan. 12/28/17: Contact information for Condo Management contract is outdated. Administration is working on getting updated numbers to set meeting and go over the issues. 1/17/18: We have contacted all the condos possible. Only one condo was interested in meeting on construction issues. Meeting will be help on January 22nd, 2018.	
9/2/2016					
	Look into request for play equipment at William Kerdyk Family Park	Community Recreation		Neighborhood meeting moved to February due to delay in playground designs and scheduling availability. Conceptual playground designs will be presented as well as final fitness trail design.	
	Follow up on the removal of signs where the sign does not serve a public purpose	Parking		Moratorium on filling signage requests except where special warrant exist. Removal of superfluous signs was delayed during hurricane recovery. 1/16/18 - Staff is back to removing signs as they are identified.	
	Look into allowing curbs in high demand residential areas near schools	Public Works		Curbing to be implemented on center high-traffic corners along Sunset Drive. Swales have been planted by City to curtail illegal parking, stopping and general damage to swales. Commissioner Lago and Commissioner Mena and Commissioner Quesada held sunshine meeting on Oct. 30. Determined that herbacious plants will be planted along the swales, as defined by previous Commission resolution. Curbs will be installed on radii at San Ignacio on week of 1/24/18.	
9/13/2016					
	Update on rescue vehicles which were being phased out to see if it can be donated to Southwest Ranches Volunteer Fire Department	Fire		The Fire Department and Fleet Services continues to work with Southwest Ranches Volunteer Fire Department to identify the appropriate equipment and agreement.	
10/11/2016					
	Status of removal of signs, no parking & no Dumping signs	Parking		Moratorium on filling signage requests except where special warrant exist. Removal of superfluous signs was delayed during hurricane recovery. 1/16/18 - Staff is back to removing signs as they are identified.	
12/6/2016					

CC Meeting Date	Task	Assigned Dept.	Initial Due Date	Status	Completed
	Request for water quality study	Public Works		Request was forwarded to South Florida Water Management District and Public Works. Dr. Rolan Samimy also conducted water quality test and found Coral Gables waterway is nutrient rich. Staff is seeking state funding through legislative process to fund additional water quality studies. Staff is also looking at potential Mitigation Project funding for this initiative.	
1/10/2017					
	Status of truck ordinance designed to reduce illegal stopping of delivery trucks in traffic lanes	CAO		Draft was presented to BID and concerns were expressed regarding enforcement during streetscape, ticketing drivers, whether loading zones should be established etc. On street delivery will be addressed in valet management plan and valet stations will be used as loading zone during off hours. An ordinance has been drafted and first reading will occur at the January 9th Commission Meeting. 1/17/18 - Ordinance passed on first reading and will be on for second reading at the 1/23/18 City Commission meeting.	
	Notices weeds, non-native plants, litter and overflowing dumpsters in alleys used by people going to and from Giralda and downtown	Public Works		Public Services is coordinating with Waste Management and Code Enforcement in connection to this issue.	
	Requested update on plan/pilot program for trash pits- eliminating or changing bulk pick up	Public Works		Community conversations or surveys should be conducted due to varying opinions. Should discuss in next budget workshop due to trash billing cycle. Staff is prepared to present to Commission. CM has requested a survey question(s) on bulk trash collection be added to the upcoming customer satisfaction survey for City Sanitation Services.	
1/24/2017					
	Keep the commission informed of coco plum bridge project and potential closure Commission emphasized need to increase height of bridge and pedestrian bridge	Public Works		Issue is being tracked by Public Works Director. County exploring renovation rather than replacement and will include City in discussions regarding scope and selection. County presented new scope to Public Works and Planning on 11/27/17. Scope includes full bridge replacement and accelerated schedule and work on the Coco Plum Circle. The full closure is only anticipated for approximately one month. A follow up meeting will be conducted with the County Traffic Division. Meeting to occur before February.	
	Expects to see Ramon's residential code sometime this spring	Planning		Staff expects to hold a few more meetings and bring amendments to the Planning and Zoning Board in November 2017. 10/31/17 : Presentation to Commission on Nov. 14, 2017. 12/28/17 : Presented to Planning and Zoning Board as discussion item on 12/13/17.	
	A crosswalk is needed in front of KLA preschool	Public Works		Design is pending county approval. Multiple re-submittals based on County comments since August 2017. City is pursuing an approach involving all stakeholders, including school and parents. MDC Highway Division approved the plans 12/29/2017, TED approval is pending.	
5/9/2017					
	Staff/consultant needs to conduct sign survey for speed limit reduction	Parking Public Works		Staff is in the process of conducting an inventory of signs citywide and has removed about 80 signs as of 8/22/17. A new signage plan is being developed.	
	Staff recommendations on neighborhood protection zones	Public Works Parking CMO		Neighborhood protection zone recommendations presented to Commission in August 2017. A NPZ has been implemented for residential area near sunset elementary school. Staff has nearly completed swale plantings along Sunset Dr.	
5/30/2017					
	Requested update on 25 MPH implementation	Public Works		Speed limit reduction approved, signage plan pending. Bids for sign installation due December 5. Staff will present implementation and enforcement plan at February 13th Commission meeting.	

CC Meeting Date	Task	Assigned Dept.	Initial Due Date	Status	Completed
	Requested citywide study on signage using GIS	Parking Public Works		Staff is creating a comprehensive GIS map that marks everything in the ROW including street markers, signs, lights, utilities etc.	
	Suggestion made to track origin of crime flyer containing misinformation	CAO Public Safety		Search for source of crime flyer has not yielded results. Facebook sent a Cease and Desist Letter by CAO. Litigation pending.	
	Requested CAO and staff come to an agreement with MDCPS about windows at Coral Gables Prep and how to deal with historic properties moving forward	CAO		Windows have been an ongoing topic of discussion. Historically appropriate windows for the entire building will cost about \$1 million. Commission came to consensus on 8/29 to pursue windows as part of Ch. 164 proceedings. A meeting was held of 12/19 where an agreement was reached to resolve the matter, the agreement is being drafted.	
7/11/2017					
	Building evaluation performed on the Biltmore Hotel to assess conditions, especially of historical elements (Valdes-Fauli)	Economic Development		Economic Development has reached out to consultant Thomas O'Neil to perform an analysis. The purpose of the analysis is to determine if the hotel maintains its "luxury" designation based on its current condition. A walk through took place on November 9th, and the consultant is now preparing a scope of work. Due to the holiday there has been a delay in scheduling.	
	Formulate recommendations to address the Commission's concern regarding the availability of street parking along Edgewater Drive.	Parking		Parking Department discussed the traffic data with the City's consultant (Plummer & Associates). The traffic consultant will formulate recommendations that will be reviewed with the Public Works Director and the ACM for Operations. 1/16/18 - Staff will facilitate meeting between the Traffic Consultant and the Condo Associations requesting the RPZ along with a meeting between the Traffic Consultant and Gables Club (10 and 60 Edgewater) over the next few weeks.	
	Have a traffic engineer evaluate the queue at Sunset Elementary with the goal of reducing stacking on the street, putting school property to better use, and facilitating a safer drop-off procedure.	Public Works CMO		Sunshine meeting took place on 10/30 to discuss school's impact on surrounding neighborhood. Past parking and traffic studies requested from district staff.	
	Nuisance hearing for 760 Ponce and possibly adjacent properties	CAO		A productive mediation/settlement conference was held 10/25/17; a second mediation/settlement conference is scheduled for 01/26/2018.	
8/29/2017					
	Review data re nutrient levels in CG Waterway	Public Works		Meeting with staff scheduled for 10/19/17. City applied for state funding for additional water quality tests. Meet with Drs. Samimy and Kelbe to better understand findings of nutrient study and suggested course of action. Look into how County can play a role. Discussion sponsored by Commissioner Quesada. Met with Dr, Sammimy on October 19th. Staff is pursuing funding sources.	
	Contact gated communities re transfer of special taxing districts	CAO		Miami-Dade County Board of County Commissioners approved the transfer of nine of the City's ten special taxing districts, subject to approval by the qualified electors residing in each special taxing district. election will take place on 1/23/18 and the transfer will be effective on 10/1/18 for all special taxing districts in the City except Gables by the Sea. Conversations continue with the County and Pinecrest on the procedure for transferring Gables by the Sea as it includes both Pinecrest and Coral Gables.	
9/26/2017					

CC Meeting Date	Task	Assigned Dept.	Initial Due Date	Status	Completed
	Vulnerable population registry-develop fully and brief Commission on process for contacting and supporting individuals on this list.	Public Safety		A public education campaign informing residents on how to register for the Miami Dade County Emergency Management Special Needs program was developed and disseminated through the City's social media. The operating policies for the City's "Check on the Welfare" program are being reviewed and will be updated/enhanced as appropriate.	
	Conduct underground utility feasibility study	Public Works		Public Works and ACM Iglesias will take the lead. Need to identify funding, hire consultant, develop study schedule, brief commission and public.	
	Re-draft medical marijuana ordinance	CAO		Drafting in Process.	
10/10/2017					
	Assess feasibility of placing CCTV camera at Phillips Park and providing commission with quarterly updates about park through Anti-crime committee	Public Safety		An assessment of parks facilities was performed and a comprehensive plan for cameras has been developed.	
	Consider seeking an exception to sunshine law in emergency situations through state legislature	CMO		Discussed with lobbyist at staff legislative workshop. Lobbyists advised that seeking amendment is not advisable this session.	
	Create crane ordinance and draft explanatory memo regarding cranes for City Commission	CAO		CAO working on informational memo, legislative options discussed with lobbyists. Research in progress.	
	Restart U.S. 1 corridor study with new consultant and bring a proposal to commission	Development Services		Development Services is taking the lead. Staff met with Riviera Neighborhood Association on October 25, 2017. A couple of more meetings will be held, a committee set up. 10/18/17: Met with Ramon Trias. Discussed assembling a resident committee within the next two to three weeks. 10/26/17: Staff met with Riviera Neighborhood Association on 10/25/17. A second meeting will be held on November 1, 2017.	
	Renegotiate disposition of Lot 24 with Doctor's Hospital, seek 99 year lease instead of sale	Economic Development		Staff discussed the potential of a 99-yr lease with Doctor's Hospital, but they were not interested in anything other than a sale.	
	Research representations made to Commission regarding stone pavers on Miracle Mile	CMO		Research conducted by CMO, findings being reviewed by Building Official.	
10/24/2017					
	Review recommendation from Insurance Advisory Committee re installing protective bollards throughout City	Public Works		Staff asked to review proposed resolution urging City to study and install protective bollards throughout City and report back to Commission. In progress.	
	Limit residential parking permit to evening hours on 800 block of Ponce until further notice	Parking		Residential permit parking signs have been bagged and enforcement has been suspended pending a final resolution of the issue. Residential permit parking is currently in effect all day and businesses and customers pay for parking. Commission voted to limit residential permit parking to evening hours early until further discussion at November commission meeting. 1/16/18 - Commission approved a lease to operate the parking lot at 200 Calabria as a public parking lot. This lot should be open for permit and hourly parking by February 1, 2018.	

CC Meeting Date	Task	Assigned Dept.	Initial Due Date	Status	Completed
	Draft conceptual plan for dog park at Nat Winokur park	Community Recreation		Staff has started a dialogue with Miami Dade County to assess whether additional land can be acquired to extend the park.	
11/14/2017					
	Commissioner Quesada requested staff to review "Coastal Management Element" amendment to Comprehensive Plan with Dr. Harold Wanliss.	Development Services		Staff met with Dr. Wanliss and discussed edits to the data and analysis section of the Coastal Management Element report. He provided detailed input, which has been incorporated into the document. The revised document will be reviewed by the Planning and Zoning board on December 13, 2017. 12/28/17: Plan was sent to Professor Wanliss. Planning & Zoning held a public hearing where input from professor Wanliss was discussed. Staff is waiting for final comments from State Departments and agencies. Once received, item will go for second reading. 1/17/18: City is still waiting on State.	
	Commissioner Lago requested the City "market" the joint enforcement task force on SW 8th St to raise awareness and deter crime.	Public Safety		Public Safety is coordinating with the Communications Office. Police will continue to use signage and messaging to alert of activity in the area.	
	Code Enforcement asked to aggressively enforce proper use of trash pits.	Development Services		The Code Enforcement Division is enforcing trash pit violations and will have additional weekend shifts focusing on these violations. Additional weekend shifts will be paid with overtime funds previously requested and approved for this fiscal year.	
	Vice Mayor Keon requested an update on Phase 3 Ponce Median project.	Public Works		11/15/17 Plummer & Associates is reviewing City Comments related to operational analysis study. Study recommendations will be incorporated into the original scope for the project. Additional comments on the revised report were submitted today 1/3/2018 to DPA. Requested again during 1/9/18 Commission Meeting.	
	Enforcement requested on property located at 4835 University Drive due to excessive partying during UM football games.	Development Services Public Safety		Code Enforcement and the University of Miami are monitoring the property and will address any violations as appropriate. Inspections were conducted on 11/18/17 11/19/17, on 11/24/17, on 11/25/17, and on 11/26/17 by different Code Enforcement Officers. No violations were found. 1/17/18: No new complaints have been received by the Code Enforcement Division.	
1/9/2018					
	Plan and host an evening Public Meeting regarding the Bike Infrastructure Master Plan.	Public Works		Local Community Meetings will be scheduled with corridor communities.	
	Look into parking in the downtown area as it relates to merchant employee parking and advise as to a solution.	Parking		1/16/18 - Parking Enforcement has been asked to create a plan for targeting over-time parking in areas where employee parking is reported at short-term meters. Enforcement levels will be adjusted in response to results.	
	Clearly identify when an audit is either a financial audit or a process audit on our website.	Finance			
	"Welcome to Coral Gables" sign on the South Douglas entrance missing letters.	Parking		The letters were ordered and Director Kinney will follow up on their installation. Lettering was scheduled to be completed by the contractor on 1/16/18	

CC Meeting Date	Task	Assigned Dept.	Initial Due Date	Status	Completed
	Provide full scope of work for all Youth Center repairs including their completion date, which have been funded and which have not. Update should be presented in Memorandum format.	Community Recreation			
	Include moving Snapper Creek & Hammock Lakes to 35% regarding lock coverage and how it is measured (property line versus center line) into code.	Code Enforcement		Concepts have been discussed with ACM Iglesias. Staff can prepare amendment, when City Manager's office is ready to proceed.	
	Evaluate the Colonnade Hotel valet parking (pick-up, drop-off).	Parking			
	Provide scope for Betsy Adams Park as it relates to budget for Fiscal Year 2018-2019.	Public Works		Construction of Betsy Adams Park. Scope includes the construction of sidewalks pathways, amphitheater, landscaping with irrigation system and construction of new playground area with turf surface & playground equipment.	
	Research prior Commission Meeting minutes as it relates to a Tree Committee requested by the Commission.	City Clerk's Office		11/17/18 - The City Clerk's Office Completed their research on this topic. Summary of research is as follows. The tree preservation agency, according to the City Code, was in place as far back as 1986. The attached ordinances thereafter, speak more in detail about the permitting, removal, appeals etc., of preservation, through the Development Review Committee, Board of Architects and Board of Adjustment. The members on the committee are named in the email attachment. The City also has a specific area on the web, where it further explains the duties of the tree protection committee, as well as providing agendas for these meetings. Supporting Documentation: R-2014-200, R-2015-152, & R-2017-45	
	Change to the current Valet Parking code as it relates to the authority of the Parking Director to give permissions and make decisions. (In Conjunction with the City Attorney's Office)	Parking		1/16/18 - This was discussed with the City Attorney and basic language for an amendment was agreed on. A draft will be prepared.	
	Test that all gates located on City entrances open properly.	Public Works		Initially Completed, working with consultant to scope repairs and proper approach to address.	