



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Draft City Commission Workshop

CITY COMMISSIONERS

Pete Emrich, Mayor
Barbara Langdon, Vice Mayor
Jill Luke, Commissioner
Debbie McDowell, Commissioner
Alice White, Commissioner

APPOINTED OFFICIALS

Jerome Fletcher, City Manager
Amber L. Slayton, City Attorney
Heather Faust, City Clerk

Tuesday, September 6, 2022

9:00 AM

Conference Room 244

CALL TO ORDER

Mayor Emrich called the meeting to order at 9:00 a.m.

ROLL CALL

Present: 5 - Mayor Pete Emrich, Vice Mayor Barbara Langdon, Commissioner Jill Luke, Commissioner Debbie McDowell and Commissioner Alice White

Also Present:

City Manager Jerome Fletcher, City Attorney Amber Slayton, City Clerk Heather Faust, Fire Chief Scott Titus, Police Chief Todd Garrison, Budget Administrator Lisa Herrmann, Public Works Director Chuck Speake, Social Service Manager Janet Carrillo, City Grant Writer Valerie Malingowski, Planning Manager Lori Barnes, Planner III Katie Woellner, and Neighborhood Development Services Assistant Director Derek Applegate

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Philip Stokes.

1. PUBLIC COMMENT:

There was no public comment.

2. GENERAL BUSINESS:

- A. [22-3153](#) Discussion and Possible Direction Regarding Advisory Board and Staff Liaison Training, Advisory Board Criteria, Qualifications, and Terms.

Mayor Emrich announced the item.

Ms. Faust introduced the item and provided a presentation including agenda, advisory boards, youth members, increasing membership, training, and staff recommendations.

Commission questions and discussion took place regarding establishing criteria for removal of board members, 6-month residency requirement, adjustments to term limits, Citizen Tax Oversight Committee 5-year term, youth membership criteria, Commission non-voting membership on boards, Public Utility Advisory Board, excused versus unexcused absences, tracking absences, being inclusive, member removal and behavior expectations, communication between board and Commission, process for receive board ideas, Sunshine Law training, additional joint meetings, suspending versus disbanding a board, liaison running meetings, creation of a Historical Society, discussing pillar items for board action during budget, expanding youth member criteria, and time frame of communication between board members and Commission.

Public Comment:

Chuck English: Commission participation in board action and serving on more than one non-quasi boards

Commission discussion continued regarding youth membership on the Charter Review Advisory Board.

B. [22-3215](#) Discussion and Possible Direction Regarding Capital Improvement Program Project R18PBT, Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path.

Mayor Emrich announced the item.

Mr. Fletcher introduced the item.

Mr. Speake spoke to the item include request to bring project back, prior discussion regarding design, public input, and staff recommendation to not fund the project.

Commission questions and comments took place regarding current funding, code requirements relative to sidewalks, funding, creating a sidewalk enhancement project, connectivity to the Estates, sidewalk fund, road widening, providing maps showing existing sidewalks with upcoming work plan, construction costs, installing bike lanes, and removing from the Capital Improvement Projects (CIP).

C. [22-3250](#) Discussion and Possible Direction Regarding the Use of Coronavirus State and Local Recovery Funds for Projects Including But Not Limited to the Sumter Boulevard/I-75 Water and Sewer Extension Construction, Toledo Boulevard/I-75 Water and Sewer Extension Construction, City of North Port Website Improvements, Wellen Park General Government Building, Purchase of Ten Acres for Three Economic Development Sites, Hillsborough Boulevard/Cranberry Boulevard Intersection Improvements and General Fund Fiscal Year 2023 Use.

Mayor Emrich announced the item.

Mr. Fletcher introduced the item.

Commission questions and discussion took place regarding funding, project allocations, priority projects, staff notes, Toledo Blade Boulevard/I-75 Water and Sewer job growth grant contract regarding matching funds, American Rescue Plan Act (ARPA) funds reallocated to general fund, funding for Cranberry and Hillsborough Boulevards, and funding for economic development.

Recess was taken from 10:35 a.m. until 10:50 a.m.

D. [22-3389](#) Discussion and Possible Direction Regarding the Use of Commission Contingency Account.

Mayor Emrich announced the item.

Mr. Fletcher introduced the item including funds used, creating policy for use, and adding funds used back into the contingency account.

Commission questions and discussion took place regarding initial fund amount, establishing policy for Commission approval of fund usage, not transferring funds back, delaying use of funds without Commission approval until policy is approved, and creating policy for use of City Manager contingency.

E. [22-3427](#) Discussion Regarding Performance of Tree Regulations Adopted Through Ordinance No. 2021-46

Mayor Emrich announced the item.

Mr. Fletcher introduced the item.

Mr. Applegate spoke to the item including permit delay due to mitigation form, inaccurate surveys, deposits received, and presenting alternatives.

Commission questions and discussion took place regarding clear cutting and paying fine versus mitigating, planting credits, tree survey requirement, review of process, inconsistency between survey and site review, inspections, educating on options other than clear cutting, instructions on completing mitigation form, simplifying form, current staff and open positions for Arborists, tree fund estimate and balance, process for receiving mitigation funds, staff providing additional information at a later meeting, impact on the Unified Land Development Code (ULDC) rewrite, canopy requirements, pending mitigation fees and permits, protected and heritage trees, sign posting on lots, and importance of conducting surveys prior to land clearing.

Public Comment:

Carla Sykes: LGI Homes, expressed concerns from builders' perspective

Lary Tenbusch: expressed support of saving trees, creating heritage trees, and fairness

F. [22-3395](#) Discussion and Possible Direction Regarding North Port Non-Profits United (NP2) Program

Mayor Emrich announced the item.

Mr. Fletcher introduced the item and provided a presentation including purpose, mission support items, and program overview.

Commission questions and discussion took place regarding special event budgeted funding, disbursement caps, partnership with non-profits for non-monetary benefits, concern regarding regularly funding agencies, committee overview, compliance and internal control, Commission approval, non-profit grant writing, committee criteria, and Sunshine Law requirements.

Ms. Slayton spoke to the proposal and further review regarding Sunshine Law.

Commission questions and discussion continued regarding final authority, estimated staff time and commitment, grant opportunities for non-profits, alternate funding amount and/or matching funds, pilot program, checks and balances, program eligibility, legalities of committee creation, enhancing and expanding non-profit level of service, procurement, purview of items funded, purpose to help further mission, item procurement, inability of smaller non-profits to match funds, funding of difference by non-profit, refund clause, non-monetary support, thresholds, and ensuring non-profits are not inactive.

Public Comment (in person):

Barbara Cruz: expressed support of the program

Commission questions and discussion continued regarding teaming up with Lightspeed.

Ms. Taylor played the following voice mail public comment into the record:

Gloria Majerus: consideration of Meals on Wheels

Recess was taken from 12:55 p.m. until 1:30 p.m.

G. [22-3429](#) Discussion and Possible Direction Regarding the Growing Our Own Districts (G.O.O.D.) Neighbor Program

Mayor Emrich announced the item.

Mr. Fletcher introduced the item and provided a presentation including program purpose, vision, city support, volunteers, and comparable programs.

Commission questions and discussion took place regarding focus on neighborhood versus district, identifying neighborhoods, N.I.C.E. Program, community engagement, focus on city-wide events, block party process, additional research for further discussion, empowering residents in neighborhoods, opportunity for community involvement, lack of cohesiveness, educating neighborhoods, risk and legal review, no cost association to City, and concern with perception of giving staff direction.

H. [22-3438](#) Discussion and Direction Regarding Unified Land Development Code Update, Anticipated Timeline, and Incorporation of Affordable Housing Incentives

Mayor Emrich announced the item.

Mr. Fletcher introduced the item.

Ms. Woellner provided a presentation including contents, history, tasks to complete including revisions and reorganization of existing draft chapters, incorporate recent land use case law, update the Future Land Use Element of the Comprehensive Plan, and update the Zoning Map, five-chapter format, timeline, and adoption and effective dates.

Commission questions and discussion took place regarding previous actions and timelines, aggressiveness of proposed timeline, consideration of time for department and legal review, legal review by consultant, timeline for staff to provide draft for review, staff competency, companion ordinance, stakeholder and community input, planning and zoning advisory board (PZAB) review prior to Commission review, and guidance on process for receiving Commission feedback.

Ms. Barnes spoke to affordable housing initiatives including incentives, limitations in

advance of the ULDC rewrite, and individual ordinance impact on rewrite.

Commission questions and discussion took place regarding affordable housing apartments, maintaining the rewrite timeline, comprehensive plan changes, housing study update, coastal zone element, chapter breakdown, impact fee deferral, status of buying and selling of City property, and discussion regarding mobility fees.

3. PUBLIC COMMENT:

There was no public comment.

4. ADJOURNMENT:

Mayor Emrich adjourned the meeting at 3:05 p.m.

City of North Port, Florida

By: _____
Pete Emrich, Mayor

Attest: _____
Heather Faust, City Clerk

These minutes were approved on the ____ day of _____, 20__.