



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Draft Veterans Park Ad Hoc Committee

Wednesday, January 25, 2023

10:00 AM

City Hall Room 244

1. Call to Order

Chair Felicita called the meeting to order at 10:00 a.m.

2. Roll Call

Present 7 - Chair Felicita, Board Member Bailey, Board Member Burriss, Board Member Carroll, Board Member English, Board Member Wilson and Board Member Thomas

Absent 1 - Vice Chair Schumann

Also Present

Parks and Grounds Manager Jeff Nelson, Assistant City Clerk Adrian Jianelli, and Recording Secretary Susan Hale.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Chair Felicita.

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [22-3431](#) Approval of Minutes for the August 24, 2022 Veterans Park Advisory Committee Meeting, and the December 28, 2022 Veterans Park Advisory Committee Meeting (No Quorum)

A motion was made by Board Member English, seconded by Board Member Bailey, to approve the Minutes of August 24, 2022 and December 28, 2022 as presented. The motion carried unanimously on a voice vote.

6. Presentation

- A. [22-3691](#) Deputy City Attorney Michael Golen: Sunshine Law (Public Records and Public Meetings, Ethics, and Meeting Procedures)

Deputy City Attorney Golen was unable to attend the meeting.

- B. [23-0166](#) City Clerk Staff: Advisory Board Member Training

Chair Felicita introduced the item.

Ms. Jianelli provided training including Knowing Your Advisory Board's Powers and Duties as Outlined in the City Code, Fundamental Principals, Board Member Responsibilities, Do's and Don'ts, and Meeting Procedures.

C. [23-0165](#) City Clerk Staff: Chair and Vice Chair Training

Ms. Jianelli provided training including Understanding the Chair and Vice Chair Roles and Responsibilities, Chair and Vice Chair Do's and Don'ts, Meeting Procedures, and Knowing Your Board's Powers and Duties in Municode.

7. New Business

A. [23-0137](#) Election of Chair and Vice Chair for 2023

Chair Felicita introduced the item and stated nominations were now in order for the office of Chair.

Board Member Carroll nominated Chuck English as Chair.

Chair Felicita queried if there were further nominations. Without objection, the nominations were closed and a vote was taken.

The nomination of Chuck English as Chair carried unanimously on a voice vote.

Chair English stated the nominations were now in order for the office of Vice Chair.

Board Member Bailey nominated Kevin Burris as Vice Chair.

Chair English queried if there were further nominations. Without objection, the nominations were closed and a vote was taken.

The nomination of Kevin Burris as Vice Chair carried unanimously on a voice vote.

B. [23-0134](#) Discussion and Possible Action on Proposed Meeting Schedule for 2023

Chair English introduced the item and requested a motion.

A motion was made by Board Member Bailey, seconded by Board Member Felicita, to approve the 2023 Meeting Schedule as presented. The motion carried unanimously on a voice vote.

C. [22-3598](#) Discussion on Ideas for Statues

Chair English introduced the item.

Discussion ensued regarding type and color of statutes, size, cost analysis, two options for Commission approval, and re-sending statue photos to Board Members.

D. [22-3599](#) Discussion of the Land East of the Project Site

Chair English introduced the item.

Discussion ensued regarding enhancing a wetland/water feature.

A motion was made by Board Member Carroll, seconded by Board Member Burris, to contact Ann Humphries to discuss a future phase to enhance the land east of the

proposed Veterans Memorial "Circle of Honor" site. The motion carried unanimously on a voice vote.

Discussion continued regarding a future path to the existing water feature.

E. [23-0177](#) Discussion and Possible Action Regarding Annual Report on Fiscal Year 2021 Accomplishments and Fiscal Year 2022 Goals

Chair English introduced the item.

Mr. Nelson spoke to the report's contents.

Accomplishments included the park's design, name, amenities, recommended statues, recommended enhancements, and possible future land uses.

A motion was made by Board Member Carroll, seconded by Board Member Felicita, to approve the Board's accomplishments including the park's design, name, amenities, recommended statues, recommended enhancements, and possible future land uses. The motion carried unanimously on a voice vote.

Mr. Nelson spoke to a meeting with the project manager and design firm, and the project's time frame for completion.

Goals included putting approved plans into motion, creating donation process, approving a final design, groundbreaking date, and veterans donating the flagpole.

Mr. Nelson spoke to required public meetings, construction design, bid publishing, and City resources.

A motion was made by Board Member Carroll, seconded by Board Member Felicita, to determine a donation process including marketing advertisements, a final design, groundbreaking event, and corporate donations. The motion carried unanimously on a voice vote.

8. Unfinished Business

A. [22-3405](#) Discussion and Possible Action to Evaluate If Walls Are Needed

Chair English introduced the item.

Discussion ensued regarding replacing walls with planting areas, re-evaluating cost of walls, and native landscaping.

A motion was made by Board Member Carroll, seconded by Board Member Felicita, to retain the wall design as it was submitted unless funding determines otherwise. The motion carried unanimously on a voice vote.

9. Future Agenda Items

Future agenda items included an update regarding the design firm, an update regarding contact with Ann Humphries, a discussion and possible action regarding marketing advertisements for donations, and discussion regarding approval of the Board's 2022 Annual Report to the Commission.

10. Public Comment

There was no public comment.

11. Adjournment

Chair English adjourned the meeting at 10:52 a.m.

By: _____
William "Chuck" English, Chair

These minutes were approved on the ____ day of _____, 2023.