



City of North Port

RESOLUTION NO. 2023-R-25

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, ESTABLISHING THE NORTH PORT NON-PROFITS UNITED (NP2) ADVISORY COMMITTEE TO MAKE RECOMMENDATIONS TO THE CITY MANAGER OF THOSE APPLICANTS UNDER THE NORTH PORT NON-PROFITS UNITED PROGRAM THAT QUALIFY TO RECEIVE A MISSION SUPPORT ITEM; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission for the City of North Port, Florida desires to offer any non-profit serving the North Port community an opportunity to apply for items that support the agency's mission and that will enhance and expand its programming needs ("mission support item"); and

WHEREAS, Section 5.06 of the City Charter authorizes the City Commission to appoint advisory committees comprised of citizens qualified to act in an advisory capacity to the City Manager; and

WHEREAS, the City Commission desires to establish an ad hoc North Port Non-Profits United (NP2) Advisory Committee to review non-profit applications and make recommendations to the City Manager of those eligible to receive a mission support item under the NP2 program; and

WHEREAS, unless a committee's enabling legislation directs otherwise, Chapter 4, Article I of the Code of the City of North Port, Florida ("City Code") provides for the general makeup and construction of committees, provides for the appointment, qualifications, and terms for membership, and establishes the rules, procedures, and decorum for committee meetings; and

WHEREAS, City Code Section 4-3(a)(6) allows an advisory board member to also serve on an ad hoc committee; and

WHEREAS, the City Commission finds that this resolution serves the public health, safety, and welfare of the citizens of the City of North Port, Florida.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA:

SECTION 1 – INCORPORATION OF RECITALS

1.01 The above recitals are true and correct and are incorporated in this resolution by reference.

SECTION 2 – CREATION OF NORTH PORT NON-PROFITS UNITED ADVISORY COMMITTEE

- 2.01 Pursuant to City Code Chapter 4, Article I, the City Commission hereby establishes the North Port Non-Profits United Advisory Committee.
- 2.02 Unless otherwise contained herein, all provisions of City Code Chapter 4, Article I shall govern the North Port Non-Profits United Advisory Committee and its proceedings.

SECTION 3 – MEMBERSHIP, TERM, AND APPOINTMENT

- 3.01 The North Port Non-Profits United Advisory Committee shall consist of five (5) regular members appointed by the City Manager pursuant to the requirements in City Code Chapter 4, Article I. Committee members must not be employed by or a member of the governing body of any non-profit agency applying for funding under the NP2 program. Committee members must be chosen from representatives of the following categories:
 - A. One member representing Sarasota County Schools;
 - B. One member who is a licensed mental health professional;
 - C. One member representing a local business, preferably employed in the financial community; and
 - D. Two members of the public at large, with a preference for one to be 55 years of age or older.
- 3.02 North Port Non-Profits United Advisory Committee members shall be appointed for a term of two years. Member terms shall be staggered. Members who serve in the Chair and/or Vice Chair position shall be appointed for one additional year, totaling a maximum term of three years.
- 3.03 For the inaugural term of the North Port Non-Profits United Advisory Committee the City Manager or designee shall select the committee’s Chairperson and Vice Chairperson. Following the inaugural term, the Chairperson and Vice Chairperson shall be selected pursuant City Code Section 4-2(c).
- 3.04 The North Port Non-Profits United Advisory Committee Chairperson and Vice Chairperson shall select the remaining members of the committee from those applicants eligible to serve as members for the inaugural term and as term expire.

SECTION 4 – POWERS, DUTIES, AND RESPONSIBILITIES

- 4.01 The City Commission tasks the North Port Non-Profits United Advisory Committee with annually recommending 10 applicants of the NP2 program to the City Manager to receive a mission support item, that will enhance and expand the applicant’s programming needs, and that will not exceed \$2,000 in value. If an applicant is chosen and rescinds, or if additional money remains available, the Committee will review the remaining applications and award funding to another qualifying applicant. If there are no additional qualifying applicants, the remaining funds may be distributed amongst the selected applicants by submitting another qualifying mission support item for Committee review.

- 4.02 The North Port Non-Profits United Advisory Committee shall, pursuant to the deadlines set by the City Manager:
- A. Set annual committee initiatives that identify gaps and arising needs of community services within the City of North Port;
 - B. Review applications under the NP2 program for all applicants that qualify to receive a mission support item correlating to at least one of the City's six Strategic Pillars;
 - C. Meet with City staff as needed to review applications and ensure all required and applicable information has been submitted, and to determine if City staff should request any additional information from an applicant;
 - D. Use the following criteria to provide the City Manager with its annual recommendations:
 - 1. Applicant must be established within the City of North Port and provide services to City residents.
 - 2. Applicant must demonstrate financial sustainability and be active with the State of Florida as a 501(c)3 Not-For-Profit Corporation.
 - 3. Review applicant's impact statement demonstrating the need for the requested mission support item and determine how the item will enhance and/or expand the applicant's programming.
 - 4. Review applicant's impact statement demonstrating that its operation and program success are not dependent upon the requested mission support item.
 - E. Advise the City Manager on the use and administration of the NP2 program as directed by the City Manager from time to time.
- 4.03 The North Port Non-Profits United Advisory Committee shall not contact or communicate with any applicant regarding their submitted application during an established Quiet Period. The Quiet Period shall begin on the date the City starts accepting applications, and ends when all NP2 funds have been distributed for the annual application period. The City Manager may immediately remove any Committee member who contacts or communicates with an applicant regarding their submitted application during the Quiet Period.

SECTION 5 – MEETINGS

- 5.01 The North Port Non-Profits United Advisory Committee shall meet at least quarterly but may hold additional meetings as needed.

SECTION 6 – CONFLICTS

- 6.01 In the event of any conflict between the provisions of this resolution and any other resolution, in whole or in part, the provisions of this resolution will prevail to the extent of the conflict.

SECTION 7 – SEVERABILITY

7.01 If a court of competent jurisdiction finds that any section, subsection, sentence, clause, phrase, or provision of this resolution is for any reason invalid or unconstitutional, that provision will be deemed a separate, distinct, and independent provision and will not affect the validity of the remaining portions of the resolution.

SECTION 8 – EFFECTIVE DATE

8.01 This resolution takes effect immediately.

ADOPTED by the City Commission of the City of North Port, Florida, in public session on _____, 2023.

CITY OF NORTH PORT, FLORIDA

BARBARA LANGDON
MAYOR

ATTEST

HEATHER FAUST, MMC
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS

AMBER L. SLAYTON, B.C.S.
CITY ATTORNEY