



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes - Final City Commission Workshop

### *CITY COMMISSIONERS*

*James Blucher, Mayor*  
*Rhonda Y. DiFranco, Vice-Mayor*  
*Cheryl Cook, Commissioner*  
*Tom Jones, Commissioner*  
*Linda M. Yates, Commissioner*

### *APPOINTED OFFICIALS*

*Jonathan R. Lewis, City Manager*  
*Robert K. Robinson, City Attorney*  
*Helen Raimbeau, MMC, City Clerk*  
*Patsy Adkins, CMC, Deputy City Clerk*

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Tuesday, April 15, 2014

10:30 AM

CITY HALL ROOM 244

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### **CALL TO ORDER/ROLL CALL:**

The North Port City Commission Workshop Meeting was called to order in Room 244 at 10:31 a.m. by Mayor Blucher.

PRESENT: Mayor Blucher; Vice-Mayor DiFranco; Commissioners Cook, Jones and Yates; City Manager Lewis; Assistant City Manager Schult; City Attorney Robinson; City Clerk Raimbeau; and Recorder Strong.

### **The Pledge of Allegiance was led by the Commission.**

**A** [14-0119](#) Discussion regarding disposition of City Owned Properties with unplanned uses.

City Manager Lewis provided an overview noting that there are 43 City owned properties which are currently not in use and that staff is awaiting direction from the Commission regarding these properties. It was suggested that options for the disposition of the property could be to trade for more valued property to meet the needs of the City or to use for programs such as community gardens or park land.

Discussion ensued regarding: 1) process for acquiring the unused City owned property; 2) review of map designating planned use properties and determining proposed uses; 3) disposition of City owned property as included in the North Port Strategic Plan; 4) acquired property for Road & Drainage projects; 5) determining which unused City properties are near commercial zones; 6) maintenance and operational issues regarding neighborhood parks including liability issues; 7) using due diligence in determining the disposition of City owned property; 8) developing neighborhood programs such as community gardens to hold the neighborhoods responsible for maintenance and operation issues; and 9) methodology to determine areas in need of park land.

City Manager Lewis summarized Commission direction including: 1) the Commission opted to maintain the ownership of the unused City property and determine opportunities for trade as Capital Projects are being considered; and 2) prepare cost estimates for the development and operations of a neighborhood park to determine a

Service Level Budget Adjustment.

**B. [14-0156](#) Price Boulevard Widening Project**

Subsequent to City Manager Lewis providing an overview, Public Works Director Adumuah and Project Engineer Newman provided a PowerPoint presentation regarding the Price Boulevard Widening Project which included various options and staff objectives.

Discussion ensued regarding: 1) the provided funding costs based on previously obtained costs without the benefit of engineered plans; 2) the North Port Strategic Plan and possible development of an access road along I-75; 3) timeline for Strategic Plan proposed Capital Improvement Projects (CIP); 4) possible Metropolitan Planning Organization (MPO) Price Boulevard Widening Project funding; 5) funding availability for segmented Price Boulevard Widening Project; 6) determining options to ensure the Price Boulevard Widening Project moving forward; 7) methodology for determining public safety issues on Price Boulevard with increased vehicle traffic; 8) development of possible amenities along Price Boulevard to be included with the widening project; 9) possible changes to the 2009 Engineering Study subsequent to completion of the Engineering Plan; 11) Unified Land Development Code (ULDC) arterial and collector road requirements; and 12) suggested options for Commission consideration.

Discussion continued regarding: 1) methodology for determining options for consideration; 2) financial feasibility for a 5 year CIP; 3) 2035 estimated build out date for Price Boulevard; and 4) Price Boulevard widening from Sumter to Toledo Blade Boulevards as addressed in the 5 year CIP.

Subsequent to review of the provided options, Commission agreed for staff to move forward on developing the option of widening Price Boulevard to 4 lanes within the existing right of way in phases from Sumter Boulevard to Toledo Blade Boulevard.

Recess from 11:29 a.m. to 11:41 a.m.

**C. [14-0155](#) Safe Routes to Schools (Sidewalks)**

Upon reconvening, City Manager Lewis provided an overview and Public Works Director Adumuah and Project Engineer Newman provided a PowerPoint presentation regarding the Safe Routes to School (Sidewalks) Agenda item.

Discussion ensued regarding: 1) methodology for design and construction of sidewalks; 2) responsible authority for the design and construction of the completed sidewalks on Toledo Blade Boulevard; 3) currently approved sidewalk and lighting projects; 4) methodology for the development of sidewalks and lighting on Price Boulevard and the Price Boulevard Widening Project; 5) various funding options and Unified Land Development Code (ULDC) requirements for the construction of sidewalks including pedestrian use and bike lanes; 6) completed sidewalks within a 2 mile radius of Public Schools and ensuring the targeted sidewalks are complete; 7) Sarasota County School Board assistance in the funding for the construction of sidewalks within a 2 mile radius of Public Schools in providing assistance with grant applications; 8) identifying sidewalk development in the CIP's to enhance the possibility of State funding for these projects; 9) the purpose of the Master Plan is to provide staff with a vision of moving forward with those projects the Commission has determined as priorities; 9) ULDC requirements regarding construction of sidewalks on commercial and sub-division residential

developments; 10) previous requirement for homeowners constructing and maintaining sidewalks on their property; 11) possible methodology and development of sidewalks and lighting assessment mirroring the current assessments for the road and drainage; 12) determining types of sidewalks such as cement; and dirt paths for certain areas of North Port such as "The Estates" area; and 13)) methodology for community involvement in determining sidewalk and lighting development and developing a sidewalk assessment.

City Manager Lewis summarized direction to staff including: 1) continuing with the current CIP; 2) provide the Commission with a report depicting the completed sidewalks for arterial and collector roads; sidewalks within the 2 mile radius of schools; and plans for future development of sidewalks; 3) research the alternative strategies for the development of sidewalks and lighting; and 4) provide a report on a methodology of enabling the community to provide input on sidewalk and lighting projects and assessment methods for funding.

Recess from 12:36 p.m. to 1:29 p.m.

D. [14-0120](#)

Amendments to North Port City Code, Chapter 14; Building and Construction Regulations

Upon reconvening, City Manager Lewis and Neighborhood Development Services Director Williams provided an overview.

Discussion ensued regarding: 1) Contractors' Licensing and Advisory Board (CLAB) roles/responsibilities and Florida Statutes governing the actions of the CLAB; 2) procedure for Neighborhood Development Services addressing contractor issues and citizens' complaints; 3) Florida Statutes providing authority to the Building Official to initiate action against a State Certified Contractor and the authority of North Port to remove permitting privileges of a certified contractor; and 4) organizations assisting senior citizens in addressing contractor complaints.

Building Official Holland distributed copies of a PowerPoint presentation regarding an overview of amendments to Chapter 14 Article II and the repeal of Article III of the North Port City Code.

Public Comment was held from 1:58 p.m. to 2:04 p.m.

Discussion ensued regarding: 1) Standard Operating Procedures (SOP) for addressing fraud complaints against certified contractors and joint database with the North Port Police and Sarasota County Sheriff Department to track and investigate reported fraud cases; 2) future changes to the Unified Land Development Code (ULDC) Chapter 17; 3) appeal and due process for State actions taken against certified contractors; 4) Contractors' Licensing and Advisory Board (CLAB) roles and responsibilities and Building Official authority over North Port permitting privileges; 5) appeal process for violations against Unified Land Development Code (ULDC); 6) updated permitting fee schedule; 7) educating the public on potential fraud complaints and fraudulent business practices; 8) jurisdiction of Police function versus City staff and CLAB regarding fraud cases; 9) process for State certified and unregulated contractors obtaining permitting privileges in North Port; 10) process for addressing unlicensed contractor (non-registered contractors with the City) complaints; 11) possibility of dissolving or redefining the roles and responsibilities of the CLAB; 12) intent of the contractor data base for public access; and 13) obligation of staff to notify surrounding areas of any actions by North Port against State certified and unlicensed contractors.

Per Commission direction, staff will present the Commission with an Ordinance

incorporating the changes discussed in the North Port Code; Unified Land Development Code and the Contractors' Licensing Advisory Board and will research effective ways to educate the public on employing a contractor.

E. [14-0121](#)

Discussion regarding the recommendation for a Special Magistrate to preside over Code Enforcement Hearings.

Subsequent to City Manager Lewis providing an overview, Director Williams and Building Official Holland provided a PowerPoint presentation regarding options for a Special Magistrate versus the Code Enforcement Board.

Subsequent to presentation, discussion ensued regarding: 1) disbanding the Code Enforcement Board if a Special Magistrate is assigned to hear Code Enforcement cases; 2) Special Magistrate to oversee Code Enforcement and Contractors Licensing issues as needed; 3) criteria for a Special Magistrate to oversee contractor issues; 4) cost analysis for Special Magistrate versus Board attorney; 5) process for Code Enforcement violations being determined by a Special Magistrate; and 6) appeal process for Code Enforcement violations.

Commission directed staff to develop an Ordinance to amend Part II Chapter 2 Article IX, Code Enforcement, of the North Port Code to reflect the appointment of a Special Magistrate to conduct Code Enforcement violation hearings and to include a Special Magistrate to hear Contractor Licensing issues as needed.

Subsequent to Mayor Blucher noting that he attended the Convocation of Government (COG) Joint meeting with Venice, Florida, he provided information regarding a district being developed with the Sarasota Sheriff Department. It was agreed for staff to research the information provided regarding cost allocations for a districted Sheriff Department.

**PUBLIC COMMENT:**

There was no Public Comment.

**ADJOURNMENT:**

Mayor Blucher adjourned the North Port City Commission Workshop at 3:50 p.m.

City of North Port, Florida

By: \_\_\_\_\_  
James Blucher, Mayor

Attest: \_\_\_\_\_  
Helen M. Raimbeau, MMC, City Clerk

Minutes approved at the City Commission Regular Meeting this \_\_\_\_ day of \_\_\_\_\_, 2014