



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes City Commission Special Meeting

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 Taylor, City Clerk

Thursday, March 3, 2022

1:00 PM

CITY COMMISSION CHAMBERS

CALL TO ORDER

Mayor Emrich called the meeting to order at 1:00 p.m.

ROLL CALL

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

Also Present

City Manager Jerome Fletcher, City Attorney Amber Slayton, City Clerk Heather Taylor, Recording Secretary Amanda Baker, Fire Division Chief Nick Herlihy, Deputy Police Chief Chris Morales, Planner II Noah Fossick, Interim Public Works Director Chuck Speake, Public Works Business Manager Garrett Woods, Social Services Manager Janet Carrillo, and Finance Director Kimberly Williams

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Jill Luke.

1. APPROVAL OF AGENDA

A motion was made by Vice Mayor Landon, seconded by Commissioner Luke, to approve the Agenda as presented.

Discussion took place regarding reordering the agenda.

A motion to amend was made by Commissioner McDowell, seconded by Commissioner Luke, to reorder the Agenda to hear Item No. 22-2053 before Item No. 22-2017. The motion to amend carried on the following vote:

Yes: 5 - Mayor Emrich, Vice Mayor Langdon, Commissioner Luke, Commissioner White and Commissioner McDowell

The main motion as amended carried on the following vote:

Yes: 5 - Mayor Emrich, Vice Mayor Langdon, Commissioner Luke, Commissioner White and Commissioner McDowell

2. PUBLIC COMMENT:

Allain Hale: Environmental Advisory Board discussion regarding a joint meeting with Historic and Cultural Advisory Board (HCAB).

3. GENERAL BUSINESS:

- C. [22-2053](#) Discussion and Possible Action on the Historic and Cultural Advisory Board Recommendation to Develop Plans Pertaining to the Documentation of the Turpentine Docks and the Railroad Bed within the City of North Port

Mayor Emrich announced the item.

Mr. Fletcher introduced the item.

Mr. Fossick spoke to previous site surveys.

Chris Sterner, Historic and Cultural Advisory Board (HCAB) Board Member, provided a presentation including examination of the turpentine docks and rail bed, site photos and locations, lumber removal, land purchase and history, local map of the railroad, and suspected train depot.

Commission questions took place regarding sufficient level of water in the waterway for transit of turpentine, informational letter from Mr. Speake regarding 2019 cultural and resource inspection, designation of Pan American to Little Salt Springs, projected active time period for the dock area and railroad, and the intended outcome for the sites.

Mr. Speake responded to questions regarding location of the removed lumber and determining approximate age of the items.

Discussion took place regarding feasibility of the waterways in the early 1900s, validating the still base and sites, utilizing the sites as educational points, cost of validating the sites, HCAB contacting local historical societies to assist in the validation process, and staff resources to research the sites.

A motion was made by Commissioner Luke, seconded by Commissioner McDowell, to provide direction to the Historic Cultural Advisory Board to pursue avenues seeking validation for the suspected turpentine mill, turpentine dock, and railroad section through Sarasota County Historical Society, Manatee County Historical Society, Charlotte County Historical Society, and any other historical societies within those counties. The motion carried on the following vote:

Yes: 5 - Mayor Emrich, Vice Mayor Langdon, Commissioner Luke, Commissioner White and Commissioner McDowell

A. [22-2017](#) Discussion and Possible Action Regarding the Comparison List of All Non-Profit Public Leases; for Updating the City Fee Structure to Include Rates for Public Leases; and for Review of Potential Leasing Policy Points in the Facility Rental Plan

Mayor Emrich announced the item.

Mr. Fletcher introduced the item.

Mr. Speake provided a presentation including policy overview, definitions, statement of policy and procedures, perceived lease goals, actions regarding the new policy, City webpage, adding new rates to the City rate schedule, and centralized management of lease contracts.

Commission questions took place regarding minimum hours required for leasing, verifying space utilization, organization staffing, measuring and validating the public benefits, 32-hour rule being determined by Commission, rates for non-profit organization leases in other municipalities, original lease rates, tracking utility usage, objectives for reduced rates for non-profit organizations, intent of organizations renting space, whether lease rates should be amenities-based, and rating based on type of usage.

Ms. Carrillo spoke to tenants following the 32-hour rule.

Discussion took place regarding governmental vs. private entities, fluctuation of lease rates, organizations providing the same amount of benefits, establishing the market rate per building, assessing space for storage and office space purposes, qualitative evaluations, and soliciting specific agencies.

B. [22-2042](#) Discussion and Possible Action to Create a Maintenance and Renovation Account for Facilities and Building Maintenance.

Mayor Emrich announced the item.

Ms. Fletcher introduced the item.

Mr. Speake provided a presentation including an overview of existing City-maintained facilities and buildings, implementing a 10-year facilities maintenance plan, budget impact, funding plan, maintenance provided by City staff and contractors, types of maintenance, percentage of contractor vs. City staff maintained work, emergency repairs vs. proactive maintenance, steps to develop the 10-year plan, maintenance plan report, Funding Plan Option #1 including continuing to provide funds to address deferred maintenance problems now combined with identified annual funds for predictive facility maintenance based on the Facilities Maintenance Assessment Report, Funding Plan Option #2 including annual increase of the Operating Budget for Facilities maintenance over the next 10 years to meet the identified annual funding needs based on the Facilities Maintenance Assessment Report, and staff recommendation.

Commission questions took place regarding assessing and calculating the 10-year plan for each facility/building, factoring in the conception of cost for projects that exceed 10 years, types of projects the funding encompasses, Districts project funding, the plan being geared toward major facility components, and the differences between Funding Plan Option #1 and Option #2.

Discussion took place regarding community concerns and time frame for establishing the Replacement and Renewal (R&R) fund.

A motion was made by Vice Mayor Langdon, seconded by Commissioner Luke, to direct staff to implement Option #1 Funding Plan to continue providing funds to address deferred maintenance problems now, combined with identified annual funds to meet facility predictive maintenance needs based on the Facilities Maintenance Assessment Report.

Discussion took place regarding including naming the R&R fund account in the motion.

Vice Mayor Langdon withdrew her motion. Commissioner Luke withdrew her second.

A motion was made by Vice Mayor Langdon, seconded by Commissioner Luke, to direct staff to implement Option #1 Funding Plan to continue providing funds to address deferred maintenance problems now, and create a Replacement and Renewal (R&R) fund to meet facility predictive maintenance needs based on the Facilities Maintenance Assessment Report.

Ms. Williams spoke to the motion allowing flexibility for staff to decide the appropriate name.

Vice Mayor Langdon withdrew her motion. Commissioner Luke withdrew her second.

Mayor Emrich passed the gavel to Vice Mayor Langdon.

A motion was made by Mayor Emrich, seconded by Commissioner Luke, to direct staff to create a maintenance and renovation account for facilities and building maintenance based on Option #1 of the maintenance plan. The motion carried on the following vote:

Yes: 5 - Mayor Emrich, Vice Mayor Langdon, Commissioner Luke, Commissioner White and Commissioner McDowell

Vice Mayor Langdon passed the gavel back to Mayor Emrich.

4. PUBLIC COMMENT:

There was no public comment.

Discussion took place regarding Sarasota Commissioner Hagen Brody requesting support from the City to stand in solidarity with the Ukrainian community.

There was a consensus to show support in solidarity for the Ukraine and support Hagen Brody in his endeavors on separating from their Sister City in Russia.

5. ADJOURNMENT:

Mayor Emrich adjourned the meeting at 3:20 p.m.

City of North Port, Florida

By: _____
Pete Emrich, Mayor

Attest: _____
Heather Taylor, City Clerk

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