



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Agenda

City Commission Regular Meeting

CITY COMMISSIONERS

Barbara Langdon, Mayor

Alice White, Vice Mayor

Pete Emrich, Commissioner

Debbie McDowell, Commissioner

Phil Stokes, Commissioner

APPOINTED OFFICIALS

Jerome Fletcher, City Manager

Amber L. Slayton, City Attorney

Heather Faust, City Clerk

Tuesday, September 12, 2023

10:00 AM

City Commission Chambers

PUBLIC COMMENT: Properly submitted comments will be accepted and included in the official record of the meeting pursuant to City Commission Policy No. 2020-04. Any comment received that does not meet the public comment timing and requirements will be rejected and will not be included in the official record of the meeting. **PLEASE NOTE:** Those wishing to provide public comment on quasi-judicial agenda items must appear before the City Commission to give testimony under oath.

Public comment may be submitted in the following ways:

In Person Attendance: Submit a comment card to the City Clerk. Comment cards with completed information may be submitted until the Mayor closes Public Comment for the agenda item. When recognized by the Mayor, the Commenter will approach the podium. Public Comment is limited to three (3) minutes per person.

Online: Submit a written eComment using the eComment link at cityofnorthport.legistar.com/Calendar. The link will be available online at 8:00 a.m. the day before the meeting until one hour prior to the start of the meeting. Your public comment is limited to 2,000 characters. **PLEASE NOTE:** Online public comment cannot be considered as the basis for a quasi-judicial decision and will be read into the record under general public comment.

Voice Mail Message: Leave a voice mail message via telephone at 941-429-1032. Voice Mail messages will be accepted the day before the meeting from 8:00 a.m. until one hour prior to the start of the meeting. Please provide information as listed in the City's outgoing message. The message must not exceed two minutes, fifteen seconds. Voice messages will be forwarded to Commission and played into the record. **PLEASE NOTE:** Comments provided via voice mail cannot be considered as the basis for a quasi-judicial decision and will be played into the record under general public comment.

Florida's Sunshine Law requires the Commission to discuss this Agenda only in open session. The Commissioners cannot discuss these items with each other before this meeting is called to order. The Commissioners, individually, can however, discuss any item with concerned citizens and staff in preparation for the meeting.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

2. PUBLIC COMMENT:

(The purpose of the Public Comments Section of the Agenda is for members of the public to speak to the City Commission/District Governing Body on any subject pertaining to City Business whether or not it is on the Agenda, with the exception of Quasi-Judicial Items. The City Commission shall not act, except to direct the City Manager to take action or to schedule the matter for discussion at a later date.)

3. ANNOUNCEMENTS

- A. [23-0444](#) Current Vacancies and Upcoming Expirations for Advisory Boards and Committees

Attachments: [Announcements](#)

4. CONSENT AGENDA:

(All matters under the Consent Agenda are considered by the City Commission to be routine and will be enacted by one motion. Any City Commission member may, however, remove an item from the Consent Agenda by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.)

- A. [23-1054](#) Award RFB No. 2022-16 for Janitorial Services to Clean Space, Inc., in the Amount of \$276,101.54 and Authorize the City Manager to Approve Renewals in Accordance With the Terms and Conditions in the Solicitation.

Attachments: [RFB 2022-16 Award Recommendation](#)
[Updated Bid Tabulation](#)
[Bid Tabulation](#)
[Clean Space, Inc. 2022-16 Janitorial Services Submittal](#)
[RFB No. 2022-16 Janitorial Services](#)
[Unofficial Bid Tabulation](#)
[Florida Division of Corporations Document](#)

- B. [23-1106](#) Ratification of City Manager's Use of Emergency Authorization to Enter Into a Purchase Order With Wharton-Smith, Inc. for Site Work to Support Temporary Buildings at Warm Mineral Springs Park Under Purchase Order No. 049821 in an Amount Not to Exceed \$75,208.93.

Attachments: [Emergency Term Forms](#)
[Exigency Procurement Request](#)
[Procurement Summary Memorandum](#)
[Purchase Order](#)
[Florida Division of Corporations Document](#)

- C. [23-1108](#) Ratification of City Manager's Use of Emergency Authorization to Enter Into a Purchase Order With Halfacre Construction Company for Repairs to the Scout House at Dallas White Park Under Purchase Order No. 050009 in an Amount Not to Exceed \$75,627.60.

Attachments: [Emergency Term Forms](#)
[Exigency Procurement Request](#)
[Procurement Summary Memo](#)
[Purchase Order](#)
[Florida Division of Corporations Document](#)

- D. [23-1267](#) Ratification of City Manager’s Use of Emergency Authorization to Enter into a Contract with TSC Jacobs, Inc. to Perform Emergency Restoration to Clarifier #1 at the Southwest Water Reclamation Facility Under Purchase Order 049932 Not to Exceed \$20,056.00.

Attachments: [Emergency Term Forms](#)
[Exigency Procurement Request](#)
[Procurement Summary Memorandum](#)
[Purchase Order](#)
[Florida Division of Corporations Document](#)

- E. [23-1269](#) Ratification of City Manager’s Use of Emergency Authorization to Enter into a Contract with Dejonge Excavating Contractors, Inc. to Perform Emergency Restoration to the Collection and Distribution System and Emergency Hauling Services Under Purchase Order 049729 Not to Exceed \$1,260.00.

Attachments: [Emergency Terms Forms](#)
[Exigency Procurement Request](#)
[Procurement Summary Memorandum](#)
[Purchase Order](#)
[Florida Division of Corporations Document](#)

- F. [23-0367](#) Approve the First Amendment to the Community Development Block Grant Subrecipient Agreement Between Sarasota County, Florida and the City of North Port, Florida for the Pan American Boulevard Seawall Renovation, Extending the Timeline

Attachments: [C2022-144 Seawall Subrecipient Agreement](#)
[First Amendment to Subrecipient Agreement](#)

- G. [23-1111](#) Approve the Award of Funds From the Special Event Assistance Program to People for Trees, Inc. in Support of the Tour de North Port, in an Amount up to, and Not to Exceed \$500 to Cover the Costs of City Fees and Resources.

Attachments: [Application for Assistance](#)
[Fee Overview](#)
[Community Assistance Account Overview FY2024](#)
[Resolution 2018-R-17](#)

- H. [23-1122](#) Approve the Memorandum of Understanding By and Between the

Sarasota County Sheriff's Office and the City of North Port, Florida, on Behalf of the North Port Police Department Regarding Carrying Firearms and Weapons in Court Facilities.

Attachments: [MOU - Carrying Firearms and Weapons in Court Facilities](#)
[MOU - Carrying Firearms and Weapons in Court Facilities - 2020](#)
[Administrative Order 2022-10.2](#)
[Administrative Order 2017-4.2](#)

- I. [23-1153](#) Approve the Appointment of Keith Brown for a Fourth Term as a Trustee to the North Port Police Officers' Pension Board of Trustees.

Attachments: [Application and Backup](#)
[Florida Statutes 112.3143](#)

- J. [23-1154](#) Approve the Appointment of Matthew Koratich as a Regular Member of the Zoning Board of Appeals, to Serve a Term From September 12, 2023, to September 12, 2026.

Attachments: [Application and Backup](#)
[Florida Statutes 112.3143](#)

- K. [23-1164](#) Approve the State of Florida Department of Environmental Protection Standard Grant Agreement No. HA008 for Repairs to Fixed Weir 123 in the Amount of \$471,000.

Attachments: [Agreement](#)

- L. [23-1169](#) Approval of Projects for 2024 State and Federal Legislative Funding Consideration.

- M. [23-1228](#) Approve the Interlocal Agreement for Commercial Driver License Training Between the Charlotte County Public Schools and the City of North Port, Florida.

Attachments: [Interlocal Agreement](#)

- N. [23-1230](#) Approve the InSite - Florida Intelligence System Agency Agreement to Allow Authorized Users to Exchange Criminal Intelligence Information Through the Florida Intelligence System at no Cost to the City of North Port, Florida.

Attachments: [InSite-Agency Agreement](#)
[InSite-Individual User Agreement and Background Check Form](#)
[InSite-Operating Guidelines](#)
[Florida Fusion Center - Privacy Policy](#)
[FDLE - Authorization for Background Check](#)
[28 CFR Part 23 - Criminal Intelligence Systems Operating Policies](#)

- O. [23-1238](#) Approve the Second Amendment to Agreement No. 2021-17 Professional Architectural and Engineering Services for City of North

Port Police Department Facilities to Expand the Scope of Service of Schenkel & Shultz, Inc. to Phase II – Schematic Design for the New Police Headquarters and an Emergency Operations Center Facility for a Total Consultant Fee of \$1,198,030.00.

Attachments: [Second Amendment to Agreement No. 2021-17](#)
[First Amendment to Agreement No. 2021-17](#)
[Agreement No. 2021-17](#)
[Schenkel & Shultz Schematic Phase Design Fees](#)
[City Commission Special Meeting Minutes for March 2, 2023](#)
[City Commission Regular Meeting Draft Minutes for July 25, 2023](#)
[Finance Contract Agreement Amendment Form](#)
[Division of Corporations - Schenkel & Shultz, Inc.](#)

P. [23-1257](#) Accept the Cash Receipts Summary Report for July 2023.

Attachments: [Cash Receipts Summary](#)

Q. [23-1148](#) Accept the Cash Receipts Summary Report for June 2023.

Attachments: [Cash Receipts Summary](#)

R. [23-1277](#) Approve the CrowdStrike Falcon Complete Limited Warranty Agreement for the Provision of Insurance Coverage in the Event of a Security Incident.

Attachments: [Agreement](#)

S. [23-1282](#) Approve the City of North Port 2024 State and Federal Legislative Priorities.

Attachments: [2024 North Port State Legislative Priorities](#)
[2024 North Port Federal Legislative Priorities](#)

T. [23-1284](#) Approve the Sole Source Purchase of a New Kohler 1200-amp Automatic Transfer Switch (ATS) from Tampa Armature Works Power Systems for a Total of \$278,300.00.

Attachments: [Sole Source Procurement Request Form](#)
[Manufacturer Sole Source Letter](#)
[Vendor Quote Pricing](#)
[Florida Division of Corporations Document](#)

U. [23-1292](#) Approve the Updating of the Online Portal and Completion of the Medicare Enrollment Application to Reflect Mayor Langdon as the Assigned Authorized Official to Allow for North Port Fire Rescue's Primary Billing Company, Digitech, to Submit Claims and Receive Remits on North Port Fire Rescue's behalf.

Attachments: [Medicare Enrollment Application - CMS-855](#)

- V. [23-1331](#) Approve the Agreement for Waiver of Local Match Requirements for Public Assistance For Hurricane Ian (SB4A Waiver).
Attachments: [SB4A Sample Agreement](#)
- W. [23-1172](#) Approve Work Assignment 2023-11 Per Contract 2020-58-01 With Ardaman & Associates, Inc. for Geotechnical Engineering and Investigation/Survey Related to Proposed Future Development of Warm Mineral Springs Park in the Amount of \$250,787.
Attachments: [2023-07-25 Draft City Commission Regular Meeting Minutes](#)
[Work Assignment 2023-11 Ardaman & Associates Scope of Services and Fees](#)
[RLI 2023-11 Geotechnical Services WMS](#)
[Continuing Contract No. 2020-58-01 with Ardaman & Associates, Inc](#)
[Florida Division of Corporations Document](#)
- X. [23-1156](#) Approve the Appointment of David Spisak as an Alternate Member of the Parks and Recreation Advisory Board, to Serve a Term From September 12, 2023, to September 12, 2026.
Attachments: [Application and Backup](#)
[Florida Statutes 112.3143](#)
- Y. [23-1266](#) Approve the Appointment of Casey McGowan as a Regular Member of the Environmental Advisory Board, to Serve a Term From September 12, 2023, to September 12, 2026, and Approve the Reappointment of Lola Robinson for a Second Term as a Student Member of the Environmental Advisory Board, to Serve a Term From September 12, 2023, to September 12, 2024.
Attachments: [Casey McGowan Application and Backup](#)
[Lola Robinson Application and Backup](#)
[Florida Statutes 112.3143](#)
- Z. [23-1187](#) Approve the July 10, 2023 Commission Workshop Meeting Minutes
Attachments: [Minutes](#)
- AA. [23-1189](#) Approval of Minutes for the July 19, 2023 Commission Workshop Meeting and the July 19, 2023 Commission Special Meeting
Attachments: [7-19-23 Workshop Meeting Minutes](#)
[7-19-23 Special Meeting Minutes](#)

5. PRESENTATIONS: TIME LIMIT OF 15 MINUTES

- A. [23-1298](#) Presentation by Wade Sansbury of the Annual Comprehensive Financial Report for the Fiscal Year Ending September 30, 2022.
Attachments: [Fiscal Year 2022 Annual Comprehensive Financial Report](#)

- B. [23-1346](#) Presentation by Barbara Lockhart, President and Founder of the Environmental Conservancy of North Port, Inc. on Ideas for Preserving North Port's Eco-System

Attachments: [Presentation](#)

6. PUBLIC HEARINGS:

PETITION

- A. [CC](#)
[CIP-23-052](#) Consideration of Petition No. CIP-23-052, City of North Port Utilities Administration and Field Operations Complex Development Master Plan (QUASI-JUDICIAL)

Attachments: [Staff Report with Exhibits](#)
[Development Master Plan](#)
[Staff Presentation](#)
[7/20/2023, PZAB Action Report](#)

- B. [CC](#)
[PLF-23-113](#) Consideration of Petition No. PLF-23-113, Wellen Park Village E Tract 505, Re-Plat (QUASI-JUDICIAL).

Attachments: [Plat, Wellen Park Village E Tract 505, Re-Plat](#)
[Staff Report with Exhibits](#)
[West Villages Improvement District Letter of Approval](#)
[Staff Presentation](#)
[PZAB Action Report 8-17-2023](#)

ORDINANCE - First Reading:

- C. [ORD. NO.](#)
[2023-19](#) An Ordinance of the City of North Port, Florida, Adopting the Toledo Village, Village District Pattern Plan for a ±2,086 Acre Area Located North of Interstate 75, East of Toledo Blade Boulevard, West of Orange Hammock Wildlife Management Area, and South of the City of North Port Municipal Boundary; Amending the Unified Land Development Code, Chapter 53, Article XVIII – V Village, Section 53-214 Subsection F to Incorporate the Pattern Plan by Reference; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.(QUASI JUDICIAL).

Attachments: [Ordinance](#)
[Staff Report with Exhibits](#)
[Proposed Toledo Village Pattern Plan](#)
[PZAB Action Report](#)

- D. [ORD. NO.](#)
[2023-24](#) An Ordinance of the City of North Port, Florida, Regarding Parking and Storage of Certain Vehicles on Residential Lots; Amending the Code of the City of North Port, Florida, Section 59-1 and Section 59-2; and

Repealing Section 59-16 of the Code of the City of North Port, Florida; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

Attachments: [Ordinance - First Reading](#)
[Ordinance - Second Reading](#)

- E. [ORD. NO. 2023-23](#) An Ordinance of The City of North Port, Florida, Related to Lodging Out-of-Doors on Private and City-Owned Property; Creating a New Section 46-4 of The Code of The City of North Port, Florida; Repealing Chapter 46, Article V – Camping, of The Code of The City of North Port, Florida; Providing for Findings; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Attachments: [Ordinance - First Reading](#)
[Ordinance - Second Reading](#)

- F. [ORD. NO. 2023-27](#) An Ordinance of the City of North Port, Florida, Amending the City of North Port Comprehensive Plan Chapter 4, Utilities Element, Policy 1.1.5; Adopting the City of North Port 10-Year Water Supply Facilities Work Plan; Providing for Findings; Providing for Adoption; Providing for Transmittal of Documents; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Attachments: [Ordinance - Second Reading](#)
[Ordinance - First Reading](#)
[SWFWMD Comments and Responses](#)
[Florida Commerce Letter](#)

- G. [ORD. NO. 2023-20](#) An Ordinance of the City of North Port, Florida, Related to the Operation of Mobile Food Vendors at the Warm Mineral Springs Park; Amending the Code of the City of North Port, Florida, Section 34-1; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

Attachments: [Ordinance - First Reading](#)
[Ordinance - Second Reading](#)
[Ordinance 2021-09](#)
[2-9-21 City Commission Minutes](#)

ORDINANCE - Second Reading:

- H. [ORD. NO. 2023-21](#) An Ordinance of the City of North Port, Florida, Amending the Code of the City of North Port, Florida, Appendix A - City Fee Structure, to Change Certain Building, Fire Rescue, Police, Parks and Recreation, Facility Rental, Solid Waste, Utilities, and Road And Drainage Fees; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

Attachments: [Ordinance - First Reading](#)
[Ordinance - Second Reading](#)
[Ordinance No. 2023-21 City Fee Structure](#)

RESOLUTION:

- I. [RES. NO. 2023-R-21](#) A Resolution of the City Commission of the City of North Port, Florida, Adopting City Commission Policy No. 2023-01 Related to Requiring Prior Authorization for Use of the Commission Contingency Account; Providing for Incorporation of Recitals; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Attachments: [Resolution](#)
[Policy](#)
[Minutes](#)

- J. [RES. NO. 2023-R-50](#) A Resolution of the City Commission of the City of North Port, Florida, Regarding the Reimbursement of Certain Costs Relating to the Acquisition, Construction, Rehabilitation, Replacement, and Equipping of Certain Capital Improvements for the City's Price Boulevard Road Widening Project; Providing for Incorporation of Recitals; Providing a Declaration of Intent; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Attachments: [Resolution](#)

- K. [RES. NO. 2023-R-66](#) A Resolution of the City Commission of the City of North Port, Florida, Amending the Non-District Budget for Fiscal Year 2022-2023 for Overtime and Operating Costs for the Facilities Maintenance Budget in the Amount of \$369,000: Providing for Findings; Providing for Posting; Providing for Conflicts; Providing for Severability: and Providing an Effective Date.

Attachments: [Resolution](#)
[General Fund fund balance report](#)

7. GENERAL BUSINESS:

- A. [23-1263](#) Review and Approval of the Art Advisory Board Recommendation for the Creation of a Mural at the Community Education Center Building in Support of the Senior Center at a Cost Not to Exceed \$10,000.

Attachments: [Pucci Mural Proposal](#)
[Pommier Mural Proposal](#)
[2023-06-13 Art Advisory Board Meeting Minutes](#)
[2023-03-14 Art Advisory Board Meeting Minutes](#)
[2022-12-13 Art Advisory Board Meeting Minutes](#)
[2022-11-08 Art Advisory Board Meeting Minutes](#)
[2022-06-14 Art Advisory Board Meeting Minutes](#)
[2022-05-10 Art Advisory Board Meeting Minutes](#)
[2022-04-12 City Commission Regular Meeting Minutes](#)

- B. [23-0773](#) Discussion and Direction Regarding the Reallocation of Coronavirus State and Local Fiscal Recovery Funds From Wellen Park General Government Building to Fire Station 81 Renovation.

Attachments: [Coronavirus Recovery Fund Update](#)

- C. [23-0905](#) Discussion and Possible Action Regarding the Temporary Suspension of the Historic and Cultural Advisory Board Sunset Provision.

Attachments: [Resolution](#)
[September 13, 2022 Minutes](#)
[November 22, 2022 Minutes](#)

- D. [23-1229](#) Discussion and Possible Action Regarding Approval of the July 25, 2023 Commission Regular Meeting Minutes

Attachments: [Draft Minutes](#)
[Amended Draft Minutes](#)
[Correspondence](#)

- E. [23-1340](#) Discussion and Possible Action Regarding Renaming the Columbus Day Holiday to "Indigenous Peoples' Day."

Attachments: [Request](#)
[Resolution](#)

8. PUBLIC COMMENT:

(The purpose of the Public Comments Section of the Agenda is for members of the public to speak to the City Commission/District Governing Body on any subject pertaining to City Business whether or not it is on the Agenda, with the exception of Quasi-Judicial Items. The City Commission shall not act, except to direct the City Manager to take action or to schedule the matter for discussion at a later date.)

9. COMMISSION COMMUNICATIONS:

- A. [23-1056](#) Mayor Langdon's Communications
- B. [23-1057](#) Vice Mayor White's Communications
- C. [23-1058](#) Commissioner Emrich's Communications

- D. [23-1059](#) Commissioner McDowell's Communications
Attachments: [Commissioner McDowell](#)
- E. [23-1060](#) Commissioner Stokes' Communications

10. ADMINISTRATIVE AND LEGAL REPORTS:

11. ADJOURNMENT:

NOTICE OF AVAILABILITY OF REPORTS - The Agenda is a summary of the proposed actions to be taken by the City Commission. For almost every agenda item, the City staff has prepared materials for Commission consideration and provided a staff recommendation. All of these materials are available at the City Clerk's Office, during normal business hours, for inspection and (for a fee) copying. Questions on these materials may be directed to the staff member who prepared them, or to the City Clerk's Office, who will refer you to the appropriate person.

AMERICAN WITH DISABILITIES ACT OF 1990 - The North Port City Hall is wheelchair accessible. Special parking is available on the west side of City Hall and the building may be accessed from the parking area. Persons with hearing difficulties should contact the City Clerk to obtain a hearing device for use during meetings.

NONDISCRIMINATION: The City of North Port does not discriminate on the basis of race, color, national origin, sex, age, disability, family or religious status, marital status, sexual orientation, gender identity or expression, or physical characteristic in administration of its programs, activities or services.

No stenographic record by a certified court reporter is made of these recordings. Accordingly, anyone seeking to appeal any of the decisions involving the matters herein will be responsible for making a verbatim record of the meeting/testimony and evidence upon which any appeal is to be based. Copies of the recordings are available (for a fee) at the City Clerk's Office.