



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Veterans Park Ad Hoc Committee

Wednesday, February 28, 2024

10:00 AM

City Hall Room 244

1. Call to Order

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

2. Roll Call

Present 5 - Chair English, Vice Chair Burris, Board Member Bailey, Board Member Stephens and Board Member Rambo

Absent 1 - Board Member Wilson

Also Present:

Assistant Parks & Recreation Director Trish Sturgess, Staff Liaison Jeff Nelson, Police Legal Advisor Katlyn Coughlin, and Board Specialist II Micheal Bodmer

3. Pledge of Allegiance

The Pledge of Allegiance was led by the Board.

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [24-0375](#) Approve the February 24, 2024 Veterans Park Ad Hoc Committee Meeting Minutes

A motion was made by Board Member Burris, seconded by Board Member Stephens, to approve the Minutes as presented. The motion carried unanimously by voice vote.

6. Presentations

- A. [24-0201](#) Sunshine Law Training (Presented by the Office of the City Attorney)

Chair English announced the item.

Ms. Coughlin provided a presentation including Government in the Sunshine Manual, public meeting definition, open meeting requirements, penalties for violations and examples, email and text messages, public records requests, public record retention, penalty examples, ethics, prohibited conduct and relationships, voting, relatives, penalties, meeting procedures, alternate members, and request for information.

7. Updates

A. [23-1437](#) Updates Regarding Circle of Honor Plans (Jeff Nelson)

Chair English announced the item.

Ms. Sturgess spoke to pavers, design, material, cost, surveillance, sunshades, dimensions, and vegetation.

Discussion took place regarding lighting, flags, tortoise relocation, and endorsement to Commission.

A motion was made by Board Member Bailey, seconded by Board Member Rambo, to approve the design plan with the exception of the landscape aspect. The motion carried unanimously on voice vote.

B. [24-0142](#) Discussion and Possible Action Regarding Annual Report on Fiscal Year 2023

Chair English announced the item.

Discussion took place regarding different methods, achievements, suggestions, and park bathrooms.

Discussion continued regarding Item No. 24-0375 title error.

A motion was made by Board Member Burriss, seconded by Board Member Bailey, to submit the annual report. The motion carried unanimously on voice vote.

8. Future Agenda Items

Future Agenda Items include donations and tribute project.

A motion was made by Board Member Stephens, seconded by Board Member Burriss, to request the Veterans Park designs be presented to the Parks and Recreation Advisory Board. The motion carried unanimously on voice vote.

9. Public Comment

There was no public comment.

10. Adjournment

Chair English adjourned the meeting at 11:12 a.m.

By: _____
William English, Chair