



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes - Draft City Commission Workshop

**CITY COMMISSIONERS**  
*Christopher B. Hanks, Mayor*  
*Debbie McDowell, Vice-Mayor*  
*Vanessa Carusone, Commissioner*  
*Peter Emrich, Commissioner*  
*Jill Luke, Commissioner*

**APPOINTED OFFICIALS**  
*Peter Lear, City Manager*  
*Amber L. Slayton, City Attorney*  
*Kathryn Peto, City Clerk*  
*Heather Taylor, Deputy City Clerk*

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Wednesday, March 6, 2019

9:00 AM

CITY COMMISSION CHAMBERS

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### **Budget: Assumptions, Projections and Priorities FY 2020 Budget Development**

#### **CALL TO ORDER**

The North Port City Commission Workshop was called to order at 9:02 a.m. in City Commission Chambers by Mayor Hanks.

#### **ROLL CALL**

**Present:** 4 - Mayor Christopher Hanks, Commissioner Jill Luke, Commissioner Pete Emrich and Commissioner Vanessa Carusone

**Absent:** 1 - Vice-Mayor Debbie McDowell

#### **Also Present:**

City Manager Peter Lear, City Attorney Amber Slayton, City Clerk Katy Peto, Deputy City Clerk Heather Taylor, Recording Secretary Susan Hale, Finance Director Kimberly Ferrell and Assistant City Manager Jason Yarborough

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

#### **1. APPROVAL OF AGENDA – COMMISSION**

This item was not discussed.

#### **2. PUBLIC COMMENT:**

There was no public comment.

#### **3. PRESENTATIONS: TIME LIMIT OF 15 MINUTES**

A. [19-0168](#) Presentation and Discussion on FY 2019-2020 Budget Assumptions, Projections and Priorities.

Mr. Lear gave an overview of the item. Mr. Lear and Ms. Ferrell provided a presentation to include projected and actual amounts of Major Revenues for the past three years, increase in property taxes, there being no increase in the millage rate last year, Fund Balance for FY 2019 based on the new calculation and the maximum percentage for reserved funds.

Mr. Lear explained the process if the Fund Balance falls below 5%, negative amounts on the page 4 chart indicating balances short of 10%, and the amounts for 5% and 10% will be presented at the Budget Workshop.

Mr. Lear and Ms. Ferrell continued their presentation on the Renewal and Replacement Fund reflecting the balance for each District, the General Fund, the Building Fund and the Fleet Fund, economic indicators for unemployment rates, permit activity, home sales, population trends and per capita income and projected increase in General Fund Key Revenues based on value and new construction.

Discussion ensued on the possibility of rolling back rates after the Property Appraiser releases information in May and June.

Mr. Lear continued the presentation on projected increases for Operating Costs, salary growth, cost of living adjustment, costs for capital projects, impact of Bargaining Unit Contracts and Pay Plan Budget changes incurred for 2018, anticipation of the General Fund balance increasing to meet the 10% target due to the projected increase in Revenue, and the use of General Funds to balance the budget is projected to decrease.

Discussion continued with concern about the Capital Improvement Projects (CIP) previously budgeted.

Mr. Lear explained that committed projects are accounted for in the Fund Balance Analysis, majority of projects have fund reserves that will go back to the General Fund if the project is not developed and projects and purchases over a longer period of time have escalated costs included in the calculation, and spoke to General Fund Assumptions estimated increase of taxable value and collection of ad valorem taxes, and tax discounts due to paying ad valorem taxes early.

Ms. Peto left the meeting and Ms. Taylor arrived at 9:39 a.m.

Mr. Lear asked for Commission direction moving forward with the budget and noted his recommendations will be presented at the budget meeting, explained revenues in the budget being based on assumptions, rollback rates impact on revenue and the process required to increase the millage rate.

Vice-Mayor McDowell arrived at 9:43 a.m.

Mr. Yarborough gave a presentation on the North Port Strategic Plan 2018-2021 outlining eight objectives and goals.

In response to Commission concern regarding the plan being presented through 2021, Mr. Lear explained the next Strategic Plan Meeting would be in December 2019 to update 2020-2021 and suggested scheduling Commission discussion April 10, 2019 to address all Advisory Board reports for budgeting purposes.

There was discussion regarding Strategic Plan update reports being provided to the Commission every six months, outside of the monthly reports.

Mr. Lear stated that the Directors Reports do not include projects that have not been started. It was suggested that the Commission be provided regular updates of all CIP projects and their status.

Discussion followed regarding Social Services possibly being under Neighborhood Development Services (NDS), and future discussion with the School Board regarding the pool and the Performing Arts Center.

There was discussion regarding a mixed-use facility and substation on the East end, details to be addressed in another conversation, community center higher priority than a substation, and Langlais Park not the correct location.

Mr. Lear stated that funding sources will vary dependent on the services offered in a multi-use complex.

Discussion ensued regarding the Dallas White campus future use and capital improvements to be included in the Strategic Plan.

Mr. Yarborough explained the Strategic Plan is a cumulation of staff suggestions, current CIP and non-CIP projects.

Discussion continued on the Dallas White pool and future use of the complex, funding set aside for closure of the Dallas White pool, prioritizing the project and review of previous Commission direction.

Discussion ensued regarding economic development to include providing internet service and funding, contacting internet providers about expanding services during infrastructure upgrades, school requirements for online classes, researching federal funding for internet infrastructure, the City gathering data of internet needs, making proposal for services and requesting the School Board to assist, and map of services areas and dead zones.

Mr. Yarborough suggested the Commission allow staff to research all forms of internet service that could be provided for the entire City.

***There was a unanimous consensus for staff to research accumulation of data points and look into how a City can invest as a communications provider.***

Discussion ensued regarding financial impacts not included in Strategic Plan and the possibility of moving Social Services from under City Manager to NDS.

***There was a majority consensus to look at the impact of Social Services under NDS.***

***There was a unanimous consensus to have a conversation with the School Board to ask what they can provide for the pool and the City's assistance with updating the Performing Arts Center.***

Discussion continued regarding the East end substation/community center and further discussion during review of the CIP budget, rolling back the rate this year, Fund Balance target of 6-7%, including infrastructure in the budget, budget adjustment for increase in travel expenses, use of City vehicles in lieu of personal vehicles and additional funding for Mayoral obligations.

***There was a majority consensus to review Commission travel expenses and adjust the budget.***

Discussion ensued regarding budgeting to promote the Braves opening day/season next year, and promotion to include City's 60th Anniversary.

***There was a unanimous consensus to budget next year to promote the Braves opening season.***

Discussion ensued regarding staff researching assessment of District fees to non-profit organizations. Mr. Lear noted assessment of outbuildings is a possibility.

***There was a unanimous consensus to have a conversation of should the things that the City is legally allowed to assess be assessed if they currently have exemptions.***

Discussion ensued regarding sidewalks on Skyview Drive. Mr. Lear stated he will look into the status of the ongoing project.

In response to Commission status request, Mr. Lear explained litter signs are not allowed on U.S. 41, and he will verify Florida Department of Transportation (FDOT) response.

Discussion continued regarding posting litter signs on City streets, and obtaining updated information regarding irrigation on Sumter, Toledo Blade, Plantation and Panacea Boulevards.

***There was a unanimous consensus for the City Manager to provide an update regarding irrigation on Sumter, Toledo Blade, Plantation and Panacea Boulevards.***

Discussion ensued regarding fishing tournaments on the canals, motorized boats, types of fish, fishing locations and providing ramps.

***There was a majority consensus to look at infrastructure in the City for access of the canals for the public.***

In response to Commission discussion Mr. Lear explained that FDOT does not approve of flags along U.S. 41 and he will request written confirmation.

Discussion continued regarding flags on Sumter and Toledo Blade Boulevards, painting the light poles green along U.S. 41, and receiving information regarding Impact Fees earlier.

Ms. Slayton stated her department is working on the Impact Fee Ordinance, NDS is preparing numerical data, this ordinance requires a 90-day notice, and the second reading is being noticed for June 11, 2019.

#### **4. PUBLIC COMMENT:**

There was no public comment.

#### **5. COMMISSION COMMUNICATIONS:**

There were no Commission Communications.

#### **6. ADMINISTRATIVE AND LEGAL REPORTS:**

There were no Administrative and Legal Reports.

#### **7. ADJOURNMENT:**

Mayor Hanks adjourned the North Port City Commission Workshop at 11:21 a.m.

City of North Port, Florida

By: \_\_\_\_\_  
Christopher B. Hanks, Mayor

Attest: \_\_\_\_\_  
Kathryn Peto, City Clerk

Minutes approved at the City Commission Regular Meeting this \_\_\_\_ day of \_\_\_\_\_, 2019.