



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes - Draft City Commission Special Meeting

### *CITY COMMISSIONERS*

*Debbie McDowell, Mayor*

*Jill Luke, Vice Mayor*

*Christopher Hanks, Commissioner*

*Pete Emrich, Commissioner*

*Vanessa Carusone, Commissioner*

### *APPOINTED OFFICIALS*

*Peter Lear, City Manager*

*Amber L. Slayton, City Attorney*

*Heather Taylor, City Clerk*

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Thursday, May 7, 2020

1:00 PM

ZOOM

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### Virtual Meeting

#### CALL TO ORDER

Mayor McDowell called the meeting to order at 1:03 p.m.

#### ROLL CALL

Mayor McDowell stated there was a quorum.

**Present:** 4 - Mayor Debbie McDowell, Vice Mayor Jill Luke, Commissioner Christopher Hanks and Commissioner Pete Emrich

**Absent:** 1 - Commissioner Vanessa Carusone

#### Also Present:

City Manager Peter Lear, City Attorney Amber Slayton, City Clerk Heather Taylor and Deputy Police Chief Chris Morales.

#### PLEDGE OF ALLEGIANCE

There was a moment of silence followed by the Pledge of Allegiance led by Ms. Slayton.

Ms Slayton provided an introduction relative to the virtual meeting directives, process and public accessibility.

#### 1. APPROVAL OF AGENDA

*A motion was made by Vice Mayor Luke, seconded by Commissioner Hanks, to approve the agenda as presented. The motion carried by the following vote:*

**Yes:** 4 - Mayor McDowell, Vice Mayor Luke, Commissioner Hanks and Commissioner Emrich

**Absent:** 1 - Commissioner Carusone

**2. PUBLIC COMMENT:**

There was no public comment.

**3. PUBLIC HEARINGS:****ORDINANCE - Second Reading****ORD. NO.**  
**2020-20**

An Ordinance of the City of North Port, Florida, Amending the Non-District Budget for Fiscal Year 2019-20 by Transferring \$2,860,218 from the Park Impact Fee Fund Balance, \$24,842 from the Fire/Rescue Impact Fee Fund Balance and \$85,947 from the Law Enforcement Impact Fee Fund Balance and Increasing the Estimated Revenues for the Park Impact Fee Fund for Reimbursement of Costs as Outlined in the West Villages Developer Agreement (Post Annexation); Providing for Findings; Providing for Conflicts; Providing for Severability; and Providing an Effective Date

Ms. Taylor read the ordinance by title only.

Mr. Lear introduced the item.

There was no discussion or public comment.

***A motion was made by Vice Mayor Luke, seconded by Commissioner Emrich, to approve Ordinance No. 2020-20 as presented. The motion carried by the following vote:***

**Yes:** 4 - Mayor McDowell, Vice Mayor Luke, Commissioner Hanks and Commissioner Emrich

**Absent:** 1 - Commissioner Carusone

**4. GENERAL BUSINESS:****20-2213**

Discussion and Possible Action Regarding City Hosted Memorial Day Event

Mayor McDowell introduced the item, noted that the American Legion is unable to host the Memorial Day event this year and suggested the City hold an event.

Mr. Lear spoke to prior Commission directive to hold the event on City Center Green, event suggestions from IT and Parks and Recreation, available funds, and the City holding the event only for this year.

Discussion took place regarding holding the event at Veteran's Park with a small memorial, concern with exposure due to the COVID-19, possible online memorial, ROTC involvement, holding the event at City Center Green due to larger area with shade, scheduled time for an event, possible program for an online event and combination of live and online program.

Mr. Lear noted that previous direction from the Commission was to have the event at City Center Green which could include involvement of the ROTC and Young Marines, placing wreaths along the roadway and developing live and virtual activities.

Discussion continued regarding reaching out to veterans to assist with the event, utilizing student ROTC and Young Marines to provide online messages, abbreviated broadcasted live version, signage at Veterans Park announcing the event at City Center Green, and CDC guidelines for social distancing.

Mr. Lear spoke to location of directional signs for the event.

Discussion ensued regarding utilizing a movie screen on City Center Green for pre-recorded program and using appropriate precautions for social distancing.

Vice Mayor Luke read the following public comment:

Joan and Ed Morgan: scheduling an online program for the Memorial Day event.

***There was a consensus to continue with having a scaled back version of a Memorial Day event at City Center Green.***

Direction was given for the City Clerk to prepare a proclamation for Memorial Day to be read at the event.

#### 20-2215

#### Discussion and Possible Action Regarding Suggestions from the Coalition of Business Associations to Help Local Businesses with Post COVID-19 Reopening Efforts

Mayor McDowell introduced the item noting the letter received from the Coalition of Business Association (COBA) on recommendations to assist in businesses re-opening in North Port.

Mr. Lear noted the direction provided to staff regarding waiving and expediting temporary use permit fees, waiving other fees, and responded to Commission questions regarding cost for business tax license, economic impact for waiving temporary use permits, and Sarasota County and other municipalities method of supporting local businesses.

Discussion ensued regarding waiving business license fees, and the use of window signs.

Mr. Lear reviewed the COBA recommendations noting that staff is currently working on a temporary emergency order waiving fee requirements for businesses to operate in parking lots temporarily, suspension of code enforcement on signs, waiver of inspections for tents to accommodate outside seating at restaurants, waiving business tax license fees, waiving permitting fees for new construction within the next 6 months which could lead to cut in personnel, inspections still required, the inspection completion time and the cost for a temporary use permit.

Discussion continued regarding waiving permits for individuals as well as businesses, the waiving of permitting for the next 6 months for new construction not being acceptable, and fiscal impact of reducing permitting fees.

Mr. Lear noted that during the preliminary city-wide fee schedule meetings the permitting fees will be discussed.

Discussion continued regarding timeline for reducing permitting fees, Neighborhood Development Services budget, current workload of inspectors and permitting revenues, and providing Commission with fiscal information regarding reducing building permit fees across the board.

Ms. Slayton clarified that the City Manager has the authority to enter an emergency order which will come before Commission for ratification.

Mr. Lear further clarified that the emergency order is for waiving the temporary use permit fees and does not effect applying for a temporary use permit and addressed the requirement for police officers presence only when there is a sale of alcohol.

***There was consensus for the City Manager and City Attorney to proceed with the \$150.00 waiving of temporary use permits.***

Mayor McDowell expressed opposition to the consensus due to the waiving of the fee not being applied to everyone.

Ms. Slayton noted that the window signage issues will be addressed in the Unified Land Development Code re-write.

**5. PUBLIC COMMENT:**

There was no public comment.

**6. COMMISSION COMMUNICATIONS:**

Commissioner Emrich had nothing to report.

Commissioner Hanks had nothing to report.

Vice Mayor Luke reported on the Legacy Trail update and encouraged people to shop local.

Mayor McDowell reiterated shopping local.

**7. ADMINISTRATIVE AND LEGAL REPORTS:**

There were no administrative and legal reports.

**8. ADJOURNMENT:**

Mayor McDowell adjourned the meeting at 2:19 p.m.

City of North Port, Florida

By: \_\_\_\_\_  
Debbie McDowell, Mayor

Attest: \_\_\_\_\_  
Heather Taylor, City Clerk

Minutes approved at the Commission Regular Meeting this \_\_\_\_ day of \_\_\_\_\_, 2020.