



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes City Commission Workshop

### *CITY COMMISSIONERS*

*Jacqueline Moore, Mayor*  
*Rhonda Y. DiFranco, Vice-Mayor*  
*Cheryl Cook, Commissioner*  
*Tom Jones, Commissioner*  
*Linda M. Yates, Commissioner*

### *APPOINTED OFFICIALS*

*Jonathan R. Lewis, City Manager*  
*Mark Moriarty, City Attorney*  
*Helen Raimbeau, MMC, City Clerk*  
*Patsy Adkins, MMC, Deputy City Clerk*

---

Tuesday, June 21, 2016

10:00 AM

CITY HALL ROOM 244

---

### **Districts and Capital Improvement Program**

#### **CALL TO ORDER/ROLL CALL**

The North Port City Commission District and CIP Budget Workshop was called to order at 10:02 a.m. in Committee Meeting/Training Room 244 by Mayor Moore and was recessed from 10:03 a.m. and was reconvened at 11:08 a.m.

Present: Mayor Moore; Vice-Mayor DiFranco; Commissioners Cook, Jones and Yates; City Manager Lewis; Assistant City Manager Schult; City Attorney Moriarty; Assistant City Attorney Slayton; City Clerk Raimbeau; Recording Secretary Hale and Police Chief Vespia.

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

#### **A. [16-0345](#) Solid Waste District Budget Presentation**

City Manager Lewis provided an introduction to the preliminary Districts and Capital Improvement Program Budget Workshop. Finance Director Lear stated that all the Districts and General Budgets were prepared in accordance with the Commission Assumptions Meeting in March, 2016.

Public Works Director Bellia introduced Solid Waste Division Manager Lama who presented a PowerPoint review of the Solid Waste District Budget for Fiscal Year 2016-17. The Solid Waste Assessment is the same as last year. There was no public comment.

Questions and discussion ensued: (1) the estimated time for the Recycling Program to begin in the Estates is February, 2017; (2) Service Level Adjustment (SLA) 17-3212 Fuel, specifies a decrease due to the need for one less recycling truck route, efficiencies implemented in previous years, and lower fuel costs; (3) SLA 17-3215 Capital Acquisition Fund Transfer Decrease, is the transfer into the Capital Acquisition fund for future purchases of capital equipment to insure that the City Budget does not experience a rate spike; (4) apartment complexes and commercial businesses are required to participate in the recycling program; (5) information regarding the budgeted 3% increase for personnel salaries will be detailed during the Thursday Commission

Workshop and it was confirmed that the non-union increases will be tied to a performance review; (6) the Public Works distribution of recycling totes will be one section of the City at a time within a five-week period

Recess from 11:40 a.m. -- 12:13 p.m.

Assistant City Attorney Amber Slayton replaced City Attorney Moriarty.

**B. [16-0344](#)**

**Road and Drainage District Budget**

Assistant City Manager Schult introduced Assistant Public Works Director Bramble who provided a PowerPoint review of the Road & Drainage District Budget for Fiscal Year 2016-17. There was no public comment.

City Manager Lewis arrived at 12:18 p.m. Public Works Director Bellia arrived at 12:21 p.m. and concluded the PowerPoint presentation.

Questions and discussion ensued: (1) the reclassification/promotion of the Public Works Planner/Scheduler to Traffic Control/Lighting Supervisor was the result of a compensation conducted by the Human Resources Department wherein the recommendation came back at that pay grade; (2) the reclassification of four Equipment Operators from a I Pay Grade to a III Pay Grade was explained and it was confirmed that the employee must qualify for the positions available; (3) following a request from City Manager Lewis, Director Bellia explained how the Skills Tests are administered for equipment operators; (4) the proposed Streetlight Division was explained, will fall under the Operations Division and will include signals, street light and signs; (5) the vertical cuts on overgrown, roadside vegetation is administered by a Class II or III Equipment Operator who is qualified on that equipment; (6) City Manager Lewis stated that due to a change in the disposition of Sarasota County to service the traffic lights in North Port, the need has arisen to assume the maintenance duties; (7) the City of North Port, Charlotte County, the Metropolitan Planning Organizations of Sarasota County and Charlotte County are reviewing potential resolutions to the traffic flow congestion at the intersection of Hillsborough and Cranberry Boulevards; (8) information regarding endangered species can be added to the City's website; (9) SLA 17-5000 Infrastructure Inspector Promotion, to an Engineering Technician II will only include performing design plans and inspections for in-house stormwater drainage and pipework projects; (10) following a question concerning the City's adopting maintenance of signal lights, it was explained that Sarasota County provides the service for the unincorporated areas and there would be no residual compensation to North Port or other County municipalities for assuming the services within City limits; (11) citing SLA 17-5003 Equipment Operator I Reclassification for mowing services, staff researched costs to outsource projects that use heavier equipment and concluded that the costs would be higher than doing it in-house; (12) the funding for SLA 17-5010 Hillsborough/Cranberry Intersection, is for a study to determine the most workable configuration for traffic flow around that roadway junction; (13) SLA 17-5020 the Adopt-a-Street Program, has funding allocated for special signage that is currently taken from the regular street signage account; (14) SLA 17-5028 Transfer to Capital Acquisition Fund, adds \$300,000 to the current \$450,000 for a total of \$750,000 from the Fund Balance to be transferred to the Capital Acquisitions Fund Balance; (15) the Public Works Department currently has five or six openings for personnel; (16) as a follow-up answer, Director Bellia reported that if the City decided to outsource the traffic street light maintenance to Charlotte County the cost would be \$450,000 annually for staff and equipment.

***There was a general agreement to inquire how the costs for traffic light maintenance are apportioned by Sarasota County. Commissioners Cook and Jones disagreed but did not provide a reason for dissenting.***

***There was a general agreement to direct staff to provide data to the next Budget***

*Workshop regarding a cost analysis and the budgetary impact of the street light maintenance program. Vice-Mayor DiFranco and Commissioner Cook disagreed but did not provide a reason for dissenting.*

Recess from 1:09 p.m. -- 1:10 p.m.

C. [16-0343](#) Fire Rescue District and Emergency Medical Services Budgets

Fire Chief Taaffe provided the PowerPoint presentation for the North Port Fire Rescue District Fiscal Year 2016-17 Budget. There is only a 1% increase in Assessments.

Questions and discussion ensued: (1) Fire Station 85 currently operates out of a mobile home and there are no new firefighters affiliated with the opening of Station 85's new building; (2) reasoning for assigning three people to a fire truck was explained; (3) the Commission made the determination last year to keep two reserve fire trucks, and the reserve fire engine and ladder truck will be used when first-line apparatus are out of service for various reasons; (4) the Fire Department is funded by non-Ad Valorem Assessments; (5) the Yorkshire Street area is within the City and is outside our Urban Service Boundaries, but each property owner (with developed or vacant land) is assessed \$74 per year for fire service; (6) there are three openings in present staffing positions at this time; (7) the Fire Department has averaged a 13% increase in calls per month; (8) SLA 17-2272 Vehicle Replacement Program, adds a \$100,000 contribution for the future purchase of fire truck; (9) SLA 17-2271 Administration Captain, upgrades the current Logistics/Safety Officer, whose duties include overseeing lieutenants, equipment and coordinate safety on emergency sites; (10) SLA 17-2278 Educational Assistance, is in anticipation of supervisor turnover in the near future and is in preparation for personnel preparing themselves for leadership roles; (11) SLA 17-2282 Training Simulator for Forcible Entry, and SLA 17-2276 also has the same title. One is a duplicate page and will be revised; (12) Assessments increased due to population growth, but the amount appears lower due to the credit reimbursement adjustment from last year's miscalculation; (13) the service life for computers is five years and the EKG machines are replaced every eight to ten years; (14) following a request for input, Chief Taaffe provided a few of his concerns: [a] that the area's growth will overwhelm the ability of adequate services; [b] increasing requests for mutual aid from surrounding fire departments. On a positive note: [a] Firefighter officers report through a rank structure, and all that information transmits up the chain of command for a broad perspective of operations; [b] having two division chiefs now frees up the Deputy Chief of Operations, allowing him to serve the community with the firefighters as he oversees the battalion chiefs and helps with fire training and skills evaluation; (15) Commissioner Yates did not support: [a] funding the restoration of the Department's 1946 Fire Engine and suggested fund raising efforts to accomplish that goal; [b] the 1% Assessment increase; [c] moving an extra 100,000 from the Reserve Balance to the Capital Acquisition Fund.

Recess from 1:49 p.m. -- 2:02 p.m.

D. [16-0346](#) Fleet Maintenance Division Budget Presentation

City Manager Lewis provided a brief overview and Public Works Director Bellia and Assistant Public Works Director Bramble, the latter presented a PowerPoint budget review of the Fleet Management Fiscal Year 2016-17 Budget.

Questions ensued: (1) depending on the component, some repairs for fire trucks are done in-house and others by alternative service providers; (2) vehicle maintenance turnaround time depends on more than the time involved to repair equipment; (3) the cyclical nature of repairs would have to be reviewed for a time-line comparison; (4) the \$341,000 for the U.S. 41 Corridor Parking project is slated for the design phase in Fiscal Year 2016-17 and thereafter, competitive selection for construction will be

advertised with an anticipated commencement during the Fiscal Year 2017-18 Budget cycle; (5) citing page 8 of the PowerPoint, if the performance measures consistently sustain a ratio above the goals, then goals are subsequently raised as well.

E. [16-0347](#) Capital Improvement Program and Budget Presentation

Finance Director Lear provided a brief overview of the Capital Improvement Program (CIP) through a PowerPoint presentation, listing the upcoming projects in City Facilities; Fire Rescue/EMS; General Services in Information Technology, Parks, General Fund Escheated Lots; Police; Road and Drainage; and Utilities.

Questions and discussion ensued: (1) after it was stated that the fitness equipment for Sumter Boulevard will enhance the linear park and to encourage participation in fitness both Commissioner Jones and Commissioner Yates disagreed with its implementation; that it was not needed; (2) after the CIP project for a Boundless Playground on page 1163 was cited, clarification was provided that it is for a review and recommendation for locations. It was suggested to dedicate one City park for this specialized equipment and to move it up in the CIP timetable; (3) page 1155, all of the Alive Activity Center locations have not all been identified but some of the amenities listed are park specific; (4) the plans for Disc Golf are in discussions with the Florida Disc Golf Association who recommended locating along the Myakkahatchee Creek Greenway; (5) it was suggested to integrate a community garden at the Garden of the Five Senses; (6) the total budget for Fiscal Year 2016-17 CIP projects is \$21,399,470 and is consistent with other years' allocations; (7) page 1127, the \$970,000 for the Emergency Operations Center (EOC) was proposed last year when it was determined that many essential components for a lengthy stay are lacking at City Hall but additional research is needed to determine the best location for a stand-alone EOC; (8) pages 1138, 1139 and 1140, Fire Station #87 in the Panacea area, is forecasted beyond the five-year CIP "when the need is there" and is not part of the \$21 million CIP budget amount; (9) Commissioner Cook opposed Disc Golf at the Myakkahatchee Creek Greenway; (10) page 1184, the Bike Lane width was clarified to be 5-feet wide; (11) page 1134, Ambulance for Station 83, currently does not have an ambulance and the estimate includes costs for the vehicle and on-board equipment and supplies. Additionally, the Federal Government has mandated that all new ambulances must come with a stretcher lift but Chief Taaffe has determined to add that equipment as new ambulances are added to the fleet; (12) Station 84 fields the ambulance calls for Station 83 and because the call volume is low, a separate ambulance for that Station has not been requested; (13) after citing page 1135, Ambulance for Station 86 in West Villages, it was explained that currently Sarasota County covers that area and providing an ambulance is to help the transfer of services from Sarasota County to the City of North Port; (14) after citing page 1145, the One Mile Trail Section on the Myakkahatchee Greenway, City Manager Lewis stated there is a disagreement with the developer over the estimated cost but it is anticipated that the project will move forward in Fiscal Year 2016-17; (15) it was cited that on page 1147, Vacant Lots along the Myakkahatchee Creek, the prior year's funding is missing; (16) page 1150, the Sumter Boulevard entryway to the Myakkahatchee Creek Environmental Park, will start with a design for the entryway, then surveying and research with the environmental park, and construction is expected to begin during Fiscal Year 2017-18. The water/sewer connection is tied to future development of the I-75 interchange; (17) page 1151, Sidewalks and Lighting at Pine Park, will include connecting internal sidewalks to pavilions, grills, the parking and to the existing neighborhood sidewalks; (18) staff determined that Disc Golf requires little infrastructure and the Myakkahatchee Creek Greenway was determined to be an ideal location, starting from Tropicaire to I-75 or Oaks Park to I-75; (19) citing page 17 of the PowerPoint, the \$600,000 for Sumter Boulevard Improvements I-75 to Tropicaire Boulevard is for construction from Morandi Avenue to I-75 and from where Florida Department of Transportation's responsibility ends to Tropicaire Boulevard.

***There was a consensus to direct staff to review the possibility to install a***

***sidewalk on South Purdue Street off of East Price Boulevard near Toledo Blade Elementary School.***

***There was a consensus to direct staff to commence discussions with the Southwest Florida Water Management District (SWFWMD) and Sarasota County regarding a pedestrian bridge, near Fire Station #85 connecting the Deer Prairie Creek area to the City of North Port and then report back to the Commission.***

Questions and discussion continued: (1) page 1158, the Community Pool, is failing and it was suggested to upgrade to a 50-meter pool at a location that is agreeable to all, to approach Sarasota County and other sources concerning a funding partnership, but if the cost is excessive, to put the issue as a referendum question for the people; (2) City Manager Lewis stated that at some point the YMCA pool will fail and that issue needs to be addressed; (3) page 1176, the Spring Haven Drive improvement budget was confirmed to be \$2.76 million, inclusive of design costs.

***There was a general agreement to direct staff to research the cost of a 50-meter pool located at the Morgan Family Community Center. Vice-Mayor DiFranco and Commissioner Cook were not in agreement and stated that they favored locating the pool at the Dallas White Park but if the cost is high, to put the issue as a referendum.***

***After additional discussion, there was a general agreement to direct staff to modify the pool SLA to replace the YMCA pool with a 50-meter pool so that it stays in the CIP. The location to be determined. Vice-Mayor DiFranco and Commissioner Cook dissented.***

***A final clarification was provided regarding the following:***

***There was a general agreement to move forward with the Linear Park exercise equipment located on Sumter Boulevard. Commissioners Jones and Yates disagreed for reasons stated during the discussion.***

***There was a consensus to move up the timetable for the development of a Boundless Playground including a potential location in the Fiscal Year 2016-17.***

***There was a consensus to move forward with a Community Garden during the Fiscal Year 2016-17 and staff to work on the most appropriate location options.***

***There was a general agreement to move forward with the Disc Golf along the Myakkahatchee Creek Greenway. Commissioners Cook and Jones disagreed but did not provide reasons for dissenting.***

#### **PUBLIC COMMENT:**

There was no public comment.

#### **ADJOURNMENT:**

Mayor Moore adjourned the North Port City Commission District and CIP Budget Workshop at 3:46 p.m.

City of North Port, Florida

By: \_\_\_\_\_  
Jacqueline Moore, Mayor

Attest: \_\_\_\_\_  
Patsy C. Adkins, MMC, City Clerk

Minutes approved at the City Commission Regular Meeting this \_\_\_\_ day of \_\_\_\_\_, 2016.