



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Agenda - Amended #1

### City Commission Regular 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, Interim City Clerk*

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Tuesday, January 28, 2020

6:00 PM

City Commission Chambers

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### **Amended to Add Ord. No. 2020-01 & Item 20-1790 and to Remove Item 19-1583**

**MEETING PROCEDURE:** By submitting a "Request to Speak" card to the City Clerk, the public may comment during the course of the meeting: (1) Speakers may comment under Public Comment at the beginning and ending of each meeting on any issue that is related to City Business whether or not the item is scheduled on the Agenda, with the exception of Quasi-Judicial Items; (2) Speakers may comment on all scheduled Agenda Items and Quasi-Judicial items at the time the item is being discussed. Please indicate on the Speaker Card by writing Public Comment if you wish to speak under that portion of the meeting or specify the individual agenda item you wish to speak to. Please wait until you are recognized by the presiding Officer, state your name so that your comments may be properly recorded and limit your remarks to a period of three (3) minutes or less. The City Commission will act on an Agenda Item after comments from the Staff, Petitioner and Public have been heard.

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. This comment period shall be limited to three (3) minutes to speak. If there is insufficient time to hear all speakers, the City Commission will hear those wishing to address them, and who have completed speaker cards during the second Public Comment Section.)

**3. ANNOUNCEMENTS**

- A. [20-1770](#) Current Vacancies for Boards and Committees and Upcoming Expiration Dates for Boards and Committees.

**Attachments:** [Current Vacancies and Upcoming Expiration Dates](#)

**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. [19-1225](#) Approve the Renewal of Affiliation Agreement between The School Board of Sarasota County, FL and The City of North Port, FL to Permit Students Enrolled in Health Science Programs to Ride-Along with Fire Rescue EMS Crews

**Attachments:** [2017 Affiliation Agreement with Sarasota County School Board](#)  
[2020 Affiliation Agreement with Sarasota County School Board](#)

- B. [19-1540](#) Approve the Application to The Harry Shapiro Charitable Foundation Grant in an Amount of up to \$20,000 for Explosive Detection Equipment

**Attachments:** [Tha Harry Shapiro Charitable Foundation Grant Document](#)  
[Letter to the Harry Shapiro Charitable Foundation](#)

- C. [19-1557](#) Approve Utilization of the Florida Sheriffs Association Contracts FSA19-VEL27.0 and FSA19-VEH17.0 with Duval Ford, LLC to Purchase One (1) 2020 Ford F-250 Pickup Truck for the Field Operations Division of the Department of Utilities and One (1) 2020 Ford F-350 Pickup Truck for the Fleet Management Division of the Department of Public Works for an Estimated Total Amount of \$115,940

**Attachments:** [Competitive Exemptions Form](#)  
[Duval Ford Quote - F-250 with Contract Options Circled](#)  
[Duval Ford Quote - F-350 with Contract Options Circled](#)  
[Florida Sheriffs Association Contract Terms and Conditions](#)  
[Purchase Comparison](#)  
[Vehicle Overview](#)  
[Equipment & Fleet Vehicle Replacement Score Sheet](#)  
[Florida Division of Corporations Document](#)

- D. [19-1575](#) Approve the Support and Software Services License Agreement and Contract Amendment No. 1 from KeyTrak, Inc. (KTI)

- Attachments:**      [KeyTrak System Purchase, Support and Software License Agreement](#)  
[KeyTrak, Inc. Contract Amendment No. 1](#)  
[Sole Source Form](#)  
[KeyTrak Maintenance Quote](#)  
[KeyTrak Sole Source Letter](#)  
[Florida Division of Corporations Document](#)
- E.      [20-1790](#)      Approve Utility Easement Agreement with West Villages Improvement District Related to the Spring Training Facility
- Attachments:**      [Utility Easement Agreement and Exhibits](#)
- F.      [20-1654](#)      Approve Interlocal Agreement Between the City of North Port and Charlotte County for Design, Engineering, and Permitting of Joint Road Widening Project (Cranberry Boulevard/Hillsborough Boulevard Intersection)
- Attachments:**      [Interlocal Agreement with Charlotte County for Design, Engineering and Permitt](#)
- G.      [20-1689](#)      Approve the Utilization of Clay County RFP 18/1-2, Various Equipment and Amenities for Parks and Playgrounds, for the Competitive Purchase of Field Lighting for Field One and Field Two at Butler Park; in an Estimated Amount of \$382,500
- Attachments:**      [20-1689 Field Lighting Comp. Exemption Form Dept. Signed](#)  
[18/19-2 Playground Equip - Musco Bid Submittal](#)  
[18/19-2 Playground Equip - RFP document](#)  
[FY19/20 Capital Improvement Program](#)  
[Florida Division of Corporations document](#)
- H.      [CC](#)  
[SAP-19-309](#)      Award Funds from the Special Event Assistance Program to SWF Mopar Plus to Cover the Costs of City fees and/or Resources Associated with the February 9, 2020 Chariots for Charity Event
- Attachments:**      [Application for Assistance](#)  
[City Center Green Reservation](#)  
[Resolution 2018-R-17, adopted Special Event Assistance Program Application](#)
- I.      [20-1723](#)      Approve Contract No. 2019-71, Professional Planning and Design Services for Master Plan of Activity Center 6, The Shire, with Johnson Engineering, Inc. in the Estimated Amount of \$49,942.88

**Attachments:**      [Contract 2019-71, Professional Services for AC6](#)  
[Notice of Intent to Award](#)  
[Notice of Intent to Negotiate](#)  
[City Manager Recommendation to Negotiate Memorandum with Ranking Tabular](#)  
[RFP Submittal by Johnson Engineering, Inc.](#)  
[RFP No. 2019-71 and Addendum](#)  
[Florida Division of Corporation Documents](#)

J.      [20-1746](#)      Approve the Participation Agreement for the Overdose Detection Mapping Application Program (ODMAP)

**Attachments:**      [ODMAP Participation Agreement](#)  
[ODMAP Policies and Procedures](#)

K.      [20-1749](#)      Approve the Combined Mutual Aid Agreement and Voluntary Assistance Agreement for Law Enforcement Services During Special Events

**Attachments:**      [Combined Mutual Aid Agreement and Voluntary Assistance Agreement for Law](#)

L.      [20-1706](#)      Appoint Paul Kaskey as a North Port Resident Member, Appointed by the Commission to the Firefighters' Pension Board of Trustees

**Attachments:**      [Application and Backup Materials](#)

M.      [20-1704](#)      Appoint Sara McDougall to the North Port Youth Council to Serve from January 28, 2020 to January 28, 2021

**Attachments:**      [Application and Backup](#)

N.      [20-1703](#)      Appoint Jessica Howard as a Regular Member to the Art Advisory Board, to Serve a Two-Year Term from January 28, 2020 to January 28, 2022

**Attachments:**      [Application and Backup](#)

O.      [20-1772](#)      Approval of Minutes for the November 26, 2019 Commission Regular Meeting Minutes, December 17, 2019 Commission Joint Meeting with Environmental Advisory Board, December 17, 2019 Commission Special Meeting, and January 2, 2020 Commission Special Meeting

**Attachments:**      [11-26-2019 Minutes](#)  
[12-17-2019 Joint Meeting Minutes](#)  
[12-17-2019 Special Meeting Minutes](#)  
[01-02-2020 Minutes](#)

## **5. PROCLAMATIONS AND RECOGNITIONS:**

A.      [20-1717](#)      Proclamation in Recognition of Lee Sullivan

**Attachments:**      [Lee Sullivan Proclamation](#)

B.      [20-1768](#)      Police Department Recognition of Volunteer Contribution in Fiscal Year

2019

**Attachments:** [NPPD Giant Check - City of North Port](#)

**6. PRESENTATIONS: TIME LIMIT OF 15 MINUTES**

- A. [20-1766](#) Presentation by Snowbird Baseball

**7. PUBLIC HEARINGS:****RESOLUTIONS:**

- A. [RES. NO. 2019-R-31](#) Resolution No. 2019-R-31 Accepting Ownership of a Donated Parcel of Real Property Located on Barcelona Drive and Described as Lot 8, Block 2073, 45th Addition to Port Charlotte Subdivision, Parcel Identification Number 112407308; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

**Attachments:** [Resolution 2019-R-31 with Exhibits](#)  
[Karalaw - Property Maps](#)  
[Karalaw - Tax Record](#)  
[Karalaw - PID Summary](#)

- B. [RES. NO. 2020-R-01](#) A Resolution of the City of North Port, Florida, Adopting City Commission Policy No. 2020-01 Related to Public Records Requests; Providing for Conflicts; Providing for Severability; and Providing for an Effective Date

**Attachments:** [Resolution](#)  
[Exhibit A - Public Records Request Policy](#)  
[October 7, 2019 Minutes](#)

**ORDINANCES - Second Reading:**

- C. [ORD. NO. 2020-03](#) An Ordinance of the City of North Port, Florida, Amending the Code of the City of North Port, Florida, to Create Section 34-56 - Makers Market Vendor Permit; Amending Section 34-54 - Definitions; and Amending Appendix A - City Fee Structure; Providing for Adoption; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date

**Attachments:** [Ordinance 2020-03](#)  
[Ordinance 2020-03 Staff Report](#)

- D. [ORD. NO. 2019-15](#) An Ordinance of the City of North Port, Florida, Amending the Unified Land Development Code Related to Fences, by Amending Section 53-3, Section 53-240, and Section 61-3; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date

**Attachments:**      [Ordinance 2019-15 for Second Reading](#)  
[Ordinance 2019-15](#)  
[Staff Report with Exhibits, TXT-18-296](#)

- E.      [ORD. NO. 2020-06](#)      An Ordinance of the City of North Port, Florida, Repealing Section 2-362 of the Code of the City of North Port, Florida, Entitled “Public Records Requests,” in its Entirety; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date

**Attachments:**      [Ordinance](#)  
[October 7, 2019 Minutes](#)

- F.      [ORD. NO. 2020-01](#)      An Ordinance of the City of North Port, Florida Amending Section 2-419 of the Code of the City of North Port, Florida, Relating to Disposition of City Assets and Property; Providing for Severability; Providing for Conflicts; Providing for Codification; and Providing an Effective Date

**Attachments:**      [Ordinance 2020-01](#)

#### **ORDINANCES - First Reading:**

- G.      [ORD. NO. 2020-09](#)      An Ordinance of the City of North Port, Florida, Amending Section 2-54 of the Code of the City of North Port, Florida, Related to Proclamations at City Commission Meetings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

**Attachments:**      [Ordinance 2020-09](#)  
[Commission Direction](#)

#### **8. GENERAL BUSINESS:**

- A.      [19-1435](#)      Discussion and Possible Action Regarding Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America Marketing Agreement
- B.      [20-1755](#)      Discussion and Possible Action Regarding Loveland Center Interest in Rental of the Al Goll Building
- C.      [20-1756](#)      Discussion and Possible Action Regarding Deputy City Clerk Evaluation

**Attachments:**      [Summary of Evaluations](#)  
[Emrich Evaluation](#)  
[Carusone Evaluation](#)  
[Hanks Evaluation](#)  
[Luke Evaluation](#)  
[McDowell Evaluation](#)  
[Self Evaluation](#)

#### **9. PUBLIC COMMENT:**

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## **10. COMMISSION COMMUNICATIONS:**

- A. [20-1780](#) Commissioner Emrich's Report
- B. [20-1781](#) Commissioner Carosune's Report
- C. [20-1782](#) Commissioner Hanks' Report
- D. [20-1783](#) Vice Mayor Luke's' Report
- E. [20-1784](#) Mayor McDowell's' Report

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

- A. [20-1754](#) City Manager Report  
**Attachments:** [01.28.20 City Manager Commission Update Report](#)
- B. [20-1759](#) City Attorney Report  
**Attachments:** [City Attorney Report on Commission Directed Items](#)
- C. [20-1779](#) City Clerk Report  
**Attachments:** [Commission Update](#)

## **12. 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.

