



## Legislation Text

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**File #:** 23-0262, **Version:** 1

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**TO:** Honorable Mayor & Members of the North Port Commission

**FROM:** A. Jerome Fletcher II, ICMA-CM, MPA, City Manager

**TITLE:** Discussion and Possible Action Regarding Development and Construction of the Police Station Headquarters and the Emergency Operations Center (EOC).

### **Recommended Action**

Approval for staff to proceed with the development process to construct the Police Station Headquarters and the Emergency Operations Center (EOC) to include the following actions:

- Authorize the purchase of property.
- Authorize Schenkel & Shultz, Engineer of Record to prepare the thirty-percent site, drainage and construction plans.
- Identify all funding sources for the design, permitting and construction.
- Initiate the process for a referendum for a General Obligation Bond to be placed on the 2024 General Election ballot.

### **Background Information**

The North Port Police Department currently has 130 sworn officers and civilian staff of 49 for a total staff of 179 employees. The North Port Police Department was built in 2006 and is a two-story building totaling 32,000 square feet. In 2006, there were 79 sworn officers and 30 civilian staff. The population was approximately 47,000. Today, the City's population is approximately 81,823, with an area of 104 square miles, and only 30 percent built out. The projected growth of the City of North Port by 2040 is approximately 175,000 residents. With the increase in residential and commercial growth throughout the City, staff has outgrown the current Police Department in all capacities, with the most alarming concern being in its property evidence area. The Police Department developed Capital Improvement Project (CIP) PD21PE to pursue other options to address both current and future space needs of staff.

The following provides a chronological order of events pertinent to the Police Station Headquarters and the EOC:

- May 25, 2021: During the City Commission Regular Meeting, the Commission approved Ordinance No.2021-28. This Ordinance included CIP PD21PE to pursue other options to address both current and future space and staff needs of the Police Department and EOC.
- June 22, 2021: During the City Commission Regular Meeting, the Commission reviewed CIP PD21PE to add costs of renovations and additions to the current Police Department Headquarters. At the conclusion of the discussion, the Commission approved the expansion of the scope for CIP PD21PE as read into the record by the City Manager.
- September 20, 2021: Request for Proposal 2021-17 was issued requesting proposals from experienced and qualified firms for professional architectural design and engineering services for City of North Port Police Department Facilities. Three proposals were received October 21, 2021. Selection Committee meetings for telephone discussions with the firms and evaluation and ranking of proposals were held November 8, 2021. Of the three firms evaluated and ranked, Schenkel & Shultz, Inc was found to be the most qualified firm and it was

recommended by the Selection Committee and Purchasing that the City move forward with negotiations with the selected firm. Negotiations were successfully concluded, and staff is now recommending the Award of Agreement No. 2021-17 to Schenkel and Shultz, Inc. as the most qualified proposer meeting the overall specifications of the City of North Port.

- April 12, 2022: During the City Commission Regular Meeting, the Commission approved Agreement No. 2021-17 Professional Architectural and Engineering Services for City of North Port Police Department Facilities between the City of North Port and Schenkel & Shultz, Inc. in the amount of \$235,410.00. The scope of services from Schenkel & Shultz included the architectural/engineering and construction administration services for the renovation of the existing Police Department Facility and design of the new EOC, 911, Evidence Facility. A new Police Department Facility and existing station to include the renovations/additions requirements will be determined throughout the design process based on available space and construction costs. It is the intent of the design team to work with the City in developing a needs assessment and staffing analysis for the entire agency first. Conceptual floor plan blocking diagrams and site blocking diagrams will be developed for new project site and existing building based on information developed in the analysis.

The Schenkel & Shultz firm has conducted several meetings with the Police Department Command staff and has interviewed members of every competent team within the Police Department. The Police Department is operating at 185% above its current capacity. The City of North Port is rapidly growing in population, commercial business, and entertainment venues. The growth of these areas is causing an increase in service levels across the entire operation of the Police Department. The need to expand the Police Department is immediate, however, funding would not be available until Fiscal Year 2024-2025.

### **Strategic Plan**

Enhance Services and expand availability of resources provided to residents

### **Financial Impact**

Concurrently, staff proposes to move forward in drafting an Ordinance for Commission consideration providing an alternative funding mechanism, such as a Referendum to allow for a General Obligation Bond, to support design and construction of the Public Safety Facility in the 2024 election cycle.

### **Procurement**

Professional Engineering Services were procured, for Contract 2015-19, pursuant to Chapter 2 Administration, Article VIII Procurement, Section 2-406 - Professional services selection under Consultants' Competitive Negotiation Act (CCNA), F.S. §287.055 of the Code of the City of North Port, Florida.

#### Attachments:

1. Presentation
2. CIP Detail Sheet

**Prepared by:** Deputy Chief Christopher Morales

**Department Director:** Chief of Police Todd R. Garrison



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes City Commission Special Meeting

### *CITY COMMISSIONERS*

*Barbara Langdon, Mayor*  
*Alice White, Vice Mayor*  
*Pete Emrich, Commissioner*  
*Debbie McDowell, Commissioner*  
*Phil Stokes, Commissioner*

### *APPOINTED OFFICIALS*

*Jerome Fletcher, City Manager*  
*Amber L. Slayton, City Attorney*  
*Heather Faust, City Clerk*

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Thursday, March 2, 2023

1:00 PM

CITY COMMISSION CHAMBERS

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### CALL TO ORDER

Mayor Langdon called the meeting to order at 1:00 p.m.

### ROLL CALL

**Present:** 4 - Mayor Barbara Langdon, Commissioner Pete Emrich, Commissioner Debbie McDowell and Commissioner Philip Stokes  
**Absent:** 1 - Vice Mayor Alice White

### ALSO PRESENT:

City Manager Jerome Fletcher, City Attorney Amber Slayton, City Clerk Heather Faust, Recording Secretary Matthew Powell, Fire Chief Scott Titus, Finance Director Kimberly Williams, Assistant City Manager Julie Bellia, and Deputy Police Chief Chris Morales

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Fire Chief Scott Titus.

### 1. APPROVAL OF AGENDA

Mayor Langdon requested a motion.

*A motion was made by Commissioner Emrich, seconded by Commissioner McDowell, to approve the Agenda as presented. The motion carried on the following vote:*

**Yes:** 4 - Mayor Langdon, Commissioner Emrich, Commissioner McDowell and Commissioner Stokes

**Absent:** 1 - Vice Mayor White

### 2. PUBLIC COMMENT:

Mayor Langdon reviewed public comment decorum.

Vice Mayor White arrived to the meeting at approximately 1:02 p.m.

Ms. Faust read the following public eComment into the record:

Linda Knapp: expressed opposition to the Police Station Headquarters development timeline.

In person public comment:

Timothy W Doyle: expressed support to the Police Station Headquarters development and utilizing impact fees.

### **3. GENERAL BUSINESS:**

23-0262

Discussion and Possible Action Regarding Development and Construction of the Police Station Headquarters and the Emergency Operations Center (EOC).

Mayor Langdon announced the item.

Mr. Fletcher introduced the item.

Dean Roberts, McClaren, Wilson and Lawrie Inc., provided a presentation including facility needs assessment study update, request for proposal (RFP) core task, background information, prevailing questions, calls for service growth, planning, population and staff growth projections, current facilities and limitations, options, study approach, process, and methodology, measuring project success, desired outcome, building and site facts, floor plans, City growth and development, efficiency and effectiveness, staff organization and deployment, building space needs, concepts, prototype site and building, budget development and summary, construction market, benchmarking, pros and cons, needs assessment and executive summary, and project timeline.

Commission questions and discussion took place regarding previously reviewing presentation and meeting with staff, possible property locations, required acreage, tax roll determination, requiring referendum for bonds, impact fee report, repaying bonds, law enforcement impact fee balance and usage, necessity for a larger building, reallocation of impact fees, bond amount comparison, law enforcement special assessment for police and emergency operations call center (EOC) building, direction needed, current funding allocation for purchase of land and design engineering, current funding source and impact of Price Boulevard widening, additional funding needed, current capital improvement project (CIP) for EOC, cost estimate for 30 percent design plan, bond process, determining funding prior to action, missing opportunities, space restrictions at existing building, possible central location areas, population to officer comparison, land search, efficiency of service, ancillary jail, co-location with fire station, sheriff department partnership, and determining repayment options.

Public comment:

Ms. Faust read the following public eComment into the record:

Pawel Mroczko: expressed opposition to the Police Station Headquarters development timeline.

In person public comment:

Linda Knapp: expressed opposition to the Police Station Headquarters development timeline.

Timothy W Doyle: expressed support to the Police Station Headquarters development, expediting purchase of property, and selling excess properties.

Mayor Langdon requested a motion.

***A motion was made by Commissioner McDowell, to authorize the City Manager to research viable and various site locations with discussions with the Fire Department and Sheriff's Department for partnership considerations for the new North Port Police Station.***

Mr. Garrison spoke to the viability of including the Sheriff's Department.

***The motion was restated by Commissioner McDowell, seconded by Commissioner Emrich, to authorize the City Manager to research viable and various site locations for the new North Port Police Station.***

Commission discussion took place regarding inclusion of the EOC, discussing options prior to negotiations, and building on new property versus expanding in place.

Commissioner Emrich withdrew his second.

Commissioner McDowell withdrew her motion.

***A motion was made by Commissioner McDowell, seconded by Commissioner Stokes, to direct the City Manager to proceed with the facility needs of the North Port Police Station to expand at a new location to be determined. The motion carried on the following vote:***

**Yes:** 5 - Mayor Langdon, Vice Mayor White, Commissioner Emrich, Commissioner McDowell and Commissioner Stokes

Mr. Fletcher spoke to researching properties and bringing back options prior to purchasing.

Commission discussion took place regarding negotiating process prior to determining financing, purchasing process, comparison to utilities building process, viewing land before negotiating price, identification of property, and limitation of available properties.

***A motion was made by Commissioner Stokes, seconded by Commissioner Emrich, to direct the City Manager to authorize the identification and debate with identified property owner for a purchase price to be brought back to Commission.***

Commission discussion took place regarding negotiations, limited availability of property, bringing back contract or agreement, multiple location options versus single location.

***The motion carried on the following vote:***

**Yes:** 5 - Mayor Langdon, Vice Mayor White, Commissioner Emrich, Commissioner McDowell and Commissioner Stokes

Commission discussion took place regarding identifying property and determining financing prior to discussing a site, drainage, and construction plan.

***A motion was made by Commissioner Stokes, seconded by Commissioner Emrich to authorize staff to work with the engineering firm Schenkel & Shultz to prepare a***

***30% site, drainage, and construction plan contingent upon City Commission approval of the purchase of the property.***

Mr. Morales spoke to the motion missing inclusion of the EOC.

Commissioner Emrich withdrew his second.

***The motion was restated by Commissioner Stokes, seconded by Commissioner Emrich, to authorize staff to work with the engineering firm Schenkel & Shultz to prepare a 30% site, drainage, and construction plan including the EOC, contingent upon City Commission approval of the purchase of the property.***

Commission discussion continued regarding determining financing prior, and expediting process.

***The motion carried on the following vote:***

**Yes:** 4 - Mayor Langdon, Vice Mayor White, Commissioner Emrich and Commissioner Stokes

**No:** 1 - Commissioner McDowell

Commissioner McDowell dissented due to proceeding with site, design, and construction plan without prior discussion to determine funding.

***A motion was made by Commissioner McDowell, seconded by Commissioner Emrich, to direct the City Manager to bring forth financing options for construction of the EOC and North Port Police Station.***

Discussion took place regarding inclusion of design, plan, and construction.

Commissioner Emrich withdrew his second.

***The motion was restated by Commissioner McDowell, seconded by Commissioner Emrich, to direct the City Manager to bring back all funding options for design and construction of the North Port Police Station and EOC.***

Commission discussion took place regarding clarity for funding options.

Ms. Bellia spoke to the motion including 30 percent site, drainage, and construction plans.

Commissioner Emrich withdrew his second.

***The motion was restated by Commissioner McDowell, seconded by Commissioner Emrich, direct the City Manager to bring back all financing options for construction of the North Port Police Station and EOC. The motion carried on the following vote:***

**Yes:** 5 - Mayor Langdon, Vice Mayor White, Commissioner Emrich, Commissioner McDowell and Commissioner Stokes

Commission discussion took place regarding waiting to initiate a referendum for a general obligation bond, and funding options.

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

Timothy W Doyle: expressed concern for rising interest rates, expressed support for viewing other municipality police stations, expressed support for not raising tax rates, and expressed support for utilizing impact fees.

**5. ADJOURNMENT:**

Commissioner McDowell noted the Matthews family would be unable to attend the scheduled proclamation to receive a Key to the City and have requested a new date of April 11, 2023.

Mayor Langdon adjourned the meeting at 3:20 p.m.

City of North Port, Florida

By: \_\_\_\_\_  
Barbara Langdon, Mayor

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

These minutes were approved on the \_\_\_\_ day of \_\_\_\_\_, 2023.

