



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Agenda City Commission Regular Meeting

CITY COMMISSIONERS

Debbie McDowell, Mayor

Jill Luke, Vice Mayor

Christopher Hanks, Commissioner

Pete Emrich, Commissioner

Vanessa Carusone, Commissioner

APPOINTED OFFICIALS

Jason Yarborough, Acting City Manager

Amber L. Slayton, City Attorney

Heather Taylor, City Clerk

Tuesday, July 28, 2020

10:00 AM

City Commission Chambers

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. [20-2443](#) Current Vacancies and Upcoming Expiration Dates for Boards and Committees.

Attachments: [Announcements](#)

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. [20-2369](#) Approve NetDocuments Order Form and Software as a Service Agreement in the Amount of \$4,500.00 for Document Management Services for the City Attorney's Office and Approve Service Level Agreement with Mainbrace Consulting, LLC in the Amount of \$3,672.00 for Implementation and Conversion of Files for NetDocuments Document Management Services for the City Attorney's Office

Attachments: [NetDocuments and Mainbrace Contracts](#)
[NetDocuments and Mainbrace Procurement Form Quotes - Informal Tabulation And Quotes](#)
[Implementation Clarification - NetDocuments](#)
[Sunbiz.org Division of Corporations - Mainbrace](#)

- B. [20-2370](#) Approve Contract for School Crossing Guards with Waterfield Florida Staffing, LLC. D/B/A, in the Estimated Amount of \$182,700 Per Year for the Initial Term of Three Years; RFB 2020-56

Attachments: [Contract for School Crossing Guard Services](#)
[RFB 2020-56 Notice of Intent to Award, Award Recommendation and Tabulation](#)
[Waterfield Florida Staffing, LLC. Submittal](#)
[RFB 2020-56 Bid Specifications and Addendum](#)
[RFB 2020-56 School Crossing Guard Guidelines](#)
[Florida Division of Corporations](#)

- C. [20-2371](#) Approve Housing Opportunities for Persons with Aids (HOPWA) Agreements to Re-Designate Funds to the State of Florida Department of Health; City of North Port HOPWA Cares Act Funding Re-Designation Agreement

Attachments: [HOPWA Grantee Re-designation Agreement](#)
[HOPWA Cares Act Funding Re-designation Agreement](#)

- D. [20-2376](#) Approve International Public Safety Data Institute (IPSDI) Agreement for the National Fire Operations Reporting Service Module for the First-year Total of \$5,000 with an Annual Cost of \$8,000 Thereafter Beginning in Fiscal Year 21-22.

Attachments: [International Public Safety Data Institute \(IPSDI\) Agreement](#)
[IPSDI Sole Source Form](#)
[IPSDI Sole Source Letter](#)

- E. [20-2401](#) Approve Acceptance of Grant, if Awarded, from the Florida Department of Law Enforcement Coronavirus Emergency Supplemental Funding Program in an Amount of \$182,229 and Authorize the City Manager to Sign Grant Documents upon Satisfactory Legal Review

Attachments: [Grant Application](#)

- F. [20-2402](#) Approve Contract No. 2020-32 for the Blue Ridge Park Parking Lot Improvements with AROX Land Development, Corp. in the Amount of \$201,097.29 Plus a Construction Contingency of \$20,109, for an Estimated Amount of \$221,206.29.

Attachments: [Contract No. 2020-32](#)
[RFB 2020-32 Notice of Intent](#)
[RFB 2020-32 Award Recommendation & Bid Tabulation](#)
[RFB 2020-32 AROX Land Development submittal](#)
[RFB 2020-32 Bid Document with addenda](#)
[Florida Division of Corporations Document](#)

- G. [20-2423](#) Approve Reimbursement Agreement for Replacement Improvements to Lift Station 88 with the West Villages Improvement District

Attachments: [Reimbursement Agreement for Replacement Improvements to Lift Station 88](#)

- H. [20-2386](#) Appoint Art Bilski as a Regular Member to the Charter Review Advisory Board to Serve a Two-year Term from July 28, 2020 to July 28, 2022

Attachments: [Application and Backup](#)

- I. [20-2439](#) Appoint Stacy Tracy as an Alternate Member to the Planning and Zoning Advisory Board to Serve a Four-year Term from July 28, 2020 to July 28, 2024.

Attachments: [Application and Backup](#)

- J. [20-2447](#) Approval of minutes for the June 23, 2020 Commission Regular Meeting, July 2, 2020 Commission Special Meeting, and July 6, 2020 Commission Workshop Meeting.

Attachments: [06-23-2020 Minutes](#)
[07-02-2020 Minutes](#)
[07-06-2020 Minutes](#)

5. PUBLIC HEARINGS:

RESOLUTION:

- A. [RES. NO. 2020-R-03](#) A Resolution of the City of North Port, Florida, Adopting City Commission Policy No. 2020-02 Related to the Issuance of Ceremonial Items, Including Certificates, Keys to the City, Proclamations, and Challenge Coins; Providing for Conflicts; Providing for Severability; and Providing an Effective Date

Attachments: [Revised Resolution - Updated Title and Dates](#)
[Revised Exhibit A - Highlighted Additions](#)
[Resolution 2020-R-03](#)
[Exhibit A](#)
[Commission Direction](#)
[Commission Direction 022520](#)

ORDINANCE: Second Reading

- B. [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](#)

ORDINANCE: Third Reading

- C. [ORD. NO. 2019-53](#) An Ordinance of the City of North Port, Florida, Amending the Code of the City of North Port, Florida Related to Advisory Boards, by Repealing in Its Entirety Chapter 4, Article V, Entitled "The Beautification and Tree/Scenic Highway Committee"; by Amending Section 4-182 Regarding the Powers and Duties of the Environmental Advisory Board; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date

Attachments: [Ordinance No. 2019-53](#)
[Ord No 2019-53. Third Reading](#)

ORDINANCE: First Reading

- D. [ORD. NO. 2020-26](#) An Ordinance of the City of North Port, Florida, Amending the Code of the City of North Port, Florida, Related to the Collection of Solid Waste from Commercial Properties and Establishing a Late Payment Fee, by Amending Chapter 62 - Solid Waste and Appendix A - City Fee Structure; Repealing Section 62-57 – Delinquent Commercial Accounts and Section 62-66 - Appeals; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

Attachments: [Ordinance No. 2020-26](#)
[Article III, Collection and Disposal, Code of the City of North Port, Florida](#)
[City of North Port Solid Waste District Commercial Service Agreement](#)

- E. [ORD. NO. 2020-27](#) An Ordinance of the City of North Port, Florida, Amending the Code of the City of North Port, Florida, Appendix A - City Fee Structure to Change Certain Building, Fire, Police, Parks and Recreation, Facility Rental, Solid Waste, and Road and Drainage Fees; Providing for Severability; Providing for Conflicts; Providing for Codification; and Providing an Effective Date

Attachments: [Ordinance 2020-27](#)
[Appendix A to Ordinance 2020-27](#)
[List of Changes to City-Wide Fee Ordinance](#)
[Updated Fee Schedules for Credit Card Processing Fee](#)

6. GENERAL BUSINESS:

- A. [20-2004](#) Discussion and Possible Action Regarding the Proposed Interlocal Agreement Between the School Board of Sarasota County, Florida, and the City Of North Port, Florida, Regarding Use of the North Port Aquatic Center

Attachments: [Facility Use Agreement](#)

- B. [20-2438](#) Discussion and Possible Action Regarding Effectively Marketing the City's Activity Centers as Adopted in the Comprehensive Plan

Attachments: [Activity Center Project PPT](#)
[Activity Center Map](#)

- C. [20-2058](#) Discussion and Possible Action Regarding Posting Emails to the City Website

Attachments: [Memorandum](#)

- D. [20-2442](#) Discussion and Possible Action Regarding Commission Compensation

Attachments: [Ordinance 2018-22](#)
[Summary of Past Commission Compensation.pdf](#)

7. PUBLIC COMMENT:

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8. COMMISSION COMMUNICATIONS:

9. ADMINISTRATIVE AND LEGAL REPORTS:

- A. [20-2441](#) City Manager Commission Update Report

 Attachments: [City Manager Commission Update Report 7.28.20 .pdf](#)
- B. [20-2452](#) City Attorney Report

 Attachments: [City Attorney Report on Commission Directed Items.pdf](#)
- C. [20-2450](#) City Clerk Report

 Attachments: [Commission Update](#)

10. 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.