



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Agenda City Commission Regular Meeting

### *CITY COMMISSIONERS*

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

### *APPOINTED OFFICIALS*

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

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Tuesday, December 12, 2023

10:00 AM

City Commission Chambers

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**PUBLIC COMMENT:** Properly submitted comments will be accepted and included in the official record of the meeting pursuant to City Commission Policy No. 2020-04. Any comment received that does not meet the public comment timing and requirements will be rejected and will not be included in the official record of the meeting. **PLEASE NOTE:** Those wishing to provide public comment on quasi-judicial agenda items must appear before the City Commission to give testimony under oath.

Public comment may be submitted in the following ways:

**In Person Attendance:** Submit a comment card to the City Clerk. Comment cards with completed information may be submitted until the Mayor closes Public Comment for the agenda item. When recognized by the Mayor, the Commenter will approach the podium. Public Comment is limited to three (3) minutes per person.

**Online:** Submit a written eComment using the eComment link at [cityofnorthport.legistar.com/Calendar](http://cityofnorthport.legistar.com/Calendar). The link will be available online at 8:00 a.m. the day before the meeting until one hour prior to the start of the meeting. Your public comment is limited to 2,000 characters. **PLEASE NOTE:** Online public comment cannot be considered as the basis for a quasi-judicial decision and will be read into the record under general public comment.

**Voice Mail Message:** Leave a voice mail message via telephone at 941-429-1032. Voice Mail messages will be accepted the day before the meeting from 8:00 a.m. until one hour prior to the start of the meeting. Please provide information as listed in the City's outgoing message. The message must not exceed two minutes, fifteen seconds. Voice messages will be forwarded to Commission and played into the record. **PLEASE NOTE:** Comments provided via voice mail cannot be considered as the basis for a quasi-judicial decision and will be played into the record under general public comment.

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.)

**3. ANNOUNCEMENTS**

- A. [23-0450](#) Current Vacancies and Upcoming Expirations for Advisory Boards and Committees

**Attachments:** [Vacancy List](#)

**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. [23-1429](#) Approve Contract No. 2022-31.001 with CHA Consulting, Inc., for Professional Construction, Engineering, and Inspection (CEI) Services for 2023 Diesel Bypass Pump Installation Project.

**Attachments:** [Contract](#)  
[Notice of Intent Award](#)  
[City Manager Memorandum with Ranking](#)  
[Submittal by CHA Consulting](#)  
[RFP No. 2022-31 and Addendum](#)  
[Florida Division of Corporations Documents](#)

- B. [23-1435](#) Approve Contract No. 2022-31.002 with CHA Consulting, Inc. for Professional Construction, Engineering, and Inspection Services for 2023 Inflow and Infiltration Mitigation Projects Not to Exceed \$188,640.00.

**Attachments:** [Contract](#)  
[Notice of Intent to Award](#)  
[Notice of Intent to Negotiate](#)  
[City Manager Recommendation Memorandum with Ranking](#)  
[Submittal by CHA Consulting](#)  
[RFP No. 2022-31 and Addendum](#)  
[Florida Division of Corporations Documents](#)

- C. [23-1501](#) Approve the KeyTrak System Purchase, Support and Software License Agreement, That Will Accompany a Budgeted Purchase in the Amount of \$25,267.21, to Update and Expand Fleet's Current Key Cabinet

System.

**Attachments:** [License Agreement](#)  
[Upgrade Purchase Quote](#)  
[Cabinet Purchase Quote](#)  
[Maintenance Quote](#)  
[Sole Source Letter](#)  
[Procurement Request Form](#)  
[Division of Corporations - KeyTrak, Inc.](#)  
[Division of Corporations - Key Control Holding, Inc.](#)

- D. [23-1525](#) Approve Amendment No. 1 to Agreement No. 22PLN95 Between Florida Department of Environmental Protection and City of North Port for the City Vulnerability Assessment and Adaptation Plan to Extend Timeline, and Authorize the City Manager or the Mayor, as Applicable Under the City Charter, to Execute all Funding Documents After Legal Review.

**Attachments:** [Amendment One Agreement](#)  
[Original Agreement](#)  
[Change Order](#)

- E. [23-1561](#) Approve the Application to the Florida Legislature for the Blue Ridge / Salford Neighborhood Water and Sewer Expansion Phase II Project for Consideration in the Fiscal Year 2024 State of Florida Appropriations in the Amount of \$2.25 million, and Authorize the City Manager or the Mayor, as Applicable Under the City Charter, to Execute all Funding Documents After Legal Review, Should the Grant be Awarded to the City of North Port.

**Attachments:** [House Appropriations Project Request Form](#)  
[Senate Local Funding Initiative Request Form](#)

- F. [23-1562](#) Approve the Application to the Florida Department of Emergency Management (FDEM) Hazard Mitigation Assistance Grant in the Estimated Amount of \$3.75 million for the Lift Station Fortification Project - Bypass Pumps and Authorize the City Manager or the Mayor, as Applicable Under the City Charter, to Execute all Funding Documents After Legal Review, Should the Grant be Awarded to the City of North Port.

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

- G. [23-1580](#) Approve RFB No. 2024-01 Gasoline & Diesel Fuels: Supply and Delivery Services for the City of North Port, to Palmdale Oil Company, LLC in the Estimated Annual Amount of \$1,455,000.00 and Authorize the City Manager to Approve Renewals in Accordance with the Terms and Conditions in the Solicitation.

**Attachments:**      [Notice of Intent to Award](#)  
[Award Recommendation](#)  
[Bid Tabulation](#)  
[Bid Response: Palmdale Oil Company, LLC](#)  
[Request for Bid No. 2024-01 and Addenda](#)  
[Florida Division of Corporations Document](#)

- H.      [23-1651](#)      Approve Services Agreement-PropLogix LLC, d/b/a Orange Data Systems for Lien Search Services

**Attachments:**      [Service Agreement](#)

- I.      [23-1664](#)      Accept the Cash Receipts Summary Report for October 2023.

**Attachments:**      [Cash Receipts Summary](#)

- J.      [23-1682](#)      Approve the Twenty (20) Year Projected Water Demand Report for Submittal to the Peace River Manasota Regional Water Supply Authority (PRMRWSA).

**Attachments:**      [2023-2043 Annual Water Demand Projections](#)  
[2023-2042 Commission approved Water Demand Projection](#)  
[North Port Water Demand and Supply Projections Chart](#)  
[PRMRWSA Master Water Supply Contract](#)  
[Amendment 1 to PRMRWSA Master Water Supply Contract](#)  
[Amendment 2 to PRMRWSA Master Water Supply Contract](#)

- K.      [CC](#)  
[CTA-23-233](#)      Approve the Consent by the City of North Port, Florida to the Acquisition of Real Property by the West Villages Improvement District for Tract 507, Preserve at West Villages Phase 3

**Attachments:**      [Staff Report with Exhibits](#)  
[Consent to Acquisition of Real Property](#)

## **5. PUBLIC HEARINGS:**

### **ORDINANCE - Second Reading**

- A.      [ORD. NO.](#)  
[2023-18](#)      An Ordinance of the City of North Port, Florida, Amending the City of North Port Comprehensive Plan Future Land Use Element Regarding Goal 2, Figure 1: Standards for Activity Centers, AC #7 Area A, Warm Mineral Springs; Amending the Density, Intensity, and Percentage Of Land Use; and Amending Goal 2, Activity Center #7 Area A, Policies 2.7.11 Through 2.7.22, Providing for Findings; Providing for Adoption; Providing for Transmittal of Documents; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.  
(QUASI-JUDICIAL)

**Attachments:** [Ordinance - Second Reading](#)  
[Ordinance - First Reading](#)  
[Staff Report with Exhibits](#)  
[Minutes 5-9-23](#)  
[Agency Responses](#)  
[WMS North Port RE 2, LLC – No Objection](#)  
[Ex Parte](#)

- B. [ORD. NO. 2023-33](#) An Ordinance of the City of North Port, Florida, Prohibiting Smoking at Public Parks; Amending the Code of the City of North Port, Florida to Create a New Section 46-64; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date

**Attachments:** [Ordinance - Third Reading](#)  
[Ordinance - First Reading](#)  
[Ordinance - Second Reading](#)  
[Florida Statutes Section 386.209](#)  
[Business Impact Estimate](#)

### **ORDINANCE - First Reading**

- C. [ORD. NO. 2023-34](#) An Ordinance of the City of North Port, Florida, Repealing and Replacing Section 74-84 and 74-93 of the Code of the City of North Port, Florida, Relating to Parking Violations; Clarifying the Penalties and Procedures for Contesting a Parking Violation Ticket; Prohibiting Parking for Storage Purposes in the Public Right-of-Way in Identified Zoning Districts and Along Tamiami Trail; and Updating Statutory References Related to Parking Spaces for Disabled Persons; By Amending the Code of the City of North Port, Florida, Section 74-84 and Sections 74-92 Through 74-94; and Repealing Certain Fees Related to Parking Violations by Amending Appendix A, Section F, Police Fees; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

**Attachments:** [Ordinance - First Reading](#)  
[Current City Code Section 74-84 \(to be replaced\)](#)  
[Current City Code Section 74-93 \(to be replaced\)](#)  
[Florida Statute Section 316.1955](#)  
[Business Impact Estimate](#)  
[Ordinance - Second Reading](#)

### **RESOLUTION:**

- D. [RES. NO. 2023-R-82](#) A Resolution of the City Commission of North Port, Florida, Approving and Authorizing the Mayor to Execute the State of Florida Department of

Transportation Memorandum of Agreement for Reimbursement of Certain Costs Associated with City's Maintenance, Mowing, and Litter Removal along U.S. Highway 41 from Ortiz Boulevard to the County Line; Providing for Incorporation of Recitals; Providing for Conflicts; Providing for Severability; and Providing for an Effective Date.

**Attachments:**

[Resolution](#)

[Resolution No. 2020-R-42](#)

- E. [RES. NO. 2023-R-74](#) A Resolution of the City Commission of the City of North Port, Florida, Repealing and Replacing Resolution No. 2022-R-66, Temporarily Suspending the Historic and Cultural Advisory Board Until January 1, 2025; Providing for Incorporation of Recitals; Providing for Conflicts; Providing for Severability; Providing an Effective Date; and Providing a Sunset Provision.

**Attachments:**

[Resolution](#)

[Resolution No. 2022-R-66](#)

[Commission Direction](#)

- F. [RES. NO. 2023-R-86](#) A Resolution of the City Commission of the City of North Port, Florida, Accepting Permanent Utility Easements Located on Portions of Property Lying in Section 32, Township 39 South, Range 20 East, Sarasota County Florida, Property Appraiser Parcel Identification Number 0783020030; Providing for Incorporation of Recitals; Providing for Filing of Documents; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

**Attachments:**

[Resolution](#)

- G. [RES. NO. 2023-R-87](#) A Resolution of the City Commission of the City of North Port, Florida, Amending the Non-District Budget for Fiscal Year 2023-2024 for Reroof of the Police Station Headquarters and Additional Police Vehicle Cost in the Amount of \$1,588,000; Providing for Findings; Providing for Posting; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

**Attachments:**

[Resolution](#)

**6. GENERAL BUSINESS:**

- A. [23-1620](#) Discussion and Possible Action Regarding the Art Advisory Board Recommendation for a Piece of Art to be Placed on the First Floor of City Hall at a Cost Not to Exceed \$800.

**Attachments:**

[Harvey Proposal](#)

[2022-03-08 Commission Regular Meeting Minutes](#)

[2022-06-28 Commission Regular Meeting Minutes](#)

[2023-10-10 Art Advisory Board Meeting Minutes](#)

- B. [23-1654](#) Discussion and Possible Action Regarding Approval of the November 6,

2023 Commission Workshop Meeting Minutes.

**Attachments:**

[Draft Minutes](#)

[Amended Draft Minutes](#)

[Correspondence](#)

- C. [23-1689](#) Discussion and Possible Action Regarding Approval of the November 14, 2023 Commission Regular Meeting Minutes.

**Attachments:**

[Draft Minutes](#)

[Amended Draft Minutes](#)

[Correspondence](#)

- D. [23-1695](#) Discussion and Possible Action Regarding an Amendment to the City Clerk's Employment Agreement Relating to Annual Evaluation Date.

**Attachments:**

[City Clerk Employment Agreement](#)

## **7. 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.)

## **8. COMMISSION COMMUNICATIONS:**

- A. [23-1641](#) Commissioner Langdon's Communications
- B. [23-1642](#) Mayor White's Communications
- C. [23-1643](#) Commissioner Emrich's Communications
- D. [23-1644](#) Commissioner McDowell's Communications

**Attachments:**

[Commissioner McDowell Communications](#)

- E. [23-1645](#) Vice Mayor Stokes's Communications

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

## **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.