



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes 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, April 9, 2024

10:00 AM

City Commission Chambers

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### **CALL TO ORDER**

Mayor White called the meeting to order at 10:00 a.m. and provided required notifications regarding conducting a hybrid meeting.

Commissioner Emrich stated he will be attending the hybrid meeting via Communications Media Technology (CMT) due to experiencing a medical condition.

***A motion was made by Commissioner Langdon, seconded by Vice Mayor Stokes, to accept the use of CMT for a hybrid meeting. The motion carried on the following vote:***

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

**Abstain:** 1 - Commissioner Emrich

### **ROLL CALL**

**Present:** 5 - Commissioner Pete Emrich, Commissioner Debbie McDowell, Mayor Alice White, Vice Mayor Philip Stokes and Commissioner Barbara Langdon

### **Also Present:**

City Manager Fletcher, Deputy City Attorney Golen, City Attorney Slayton, City Clerk Faust, Board Specialist Bodmer, Fire Chief Titus, Parks and Recreation Director Pfundheller, Planning and Zoning Manager Flores, Utilities Director Gallinaro, Police Chief Garrison, Deputy City Manager Yarborough, Development Services Director Ray, Performance and Accountability Officer Griffin, Deputy Emergency Manager Nevarez, Assistant City Manager Bellia, Assistant Parks & Recreation Director Sturgess, Communications Manager Bartolone, Solid Waste Manager Lama, and Public Works Director Speake.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Robin San Vicente.

**1. APPROVAL OF AGENDA**

Mayor White requested a motion to approve the agenda.

***A motion was made by Commissioner McDowell, seconded by Vice Mayor Stokes, to approve the agenda as presented. The motion carried on the following vote:***

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

**2. PUBLIC COMMENT:**

Ms. Faust read the following eComment into the record:

- Jill Luke: Spoke to funding of Police Department (PD) Headquarters.
- Erin Hall: Expressed concerns regarding use of tree fund monies.
- Sean Kirkpatrick: Spoke to use of tree fund monies.
- Doris Gallan: Expressed support of parklands.

In Person:

- Robin San Vicente: Expressed concern with the use of "opposition".
- John Smith: Expressed concern with funding of the PD Headquarters.
- Joan Morgan: Spoke to various City concerns.

**3. ANNOUNCEMENTS**

**A. [24-0209](#) Announcement of Current Advisory Board and Committee Vacancies**

Mayor White announced the item and called on the City Clerk to read the announcements.

Ms. Faust read the announcements into the record.

**B. [24-0514](#) Review of Advisory Board Recommendations and Possible Direction Regarding Placement on a Future Agenda for Discussion Including:  
1. Environmental Advisory Board - Environmental Scorecard, Pesticides, Land Acquisition, Conservation Easements, and Community Gardens**

Mayor White announced the item.

Ms. Faust introduced the item.

Commission questions and discussion took place regarding annual Joint Meetings, Staff Liaisons, memorandum process, memorandum recommendation, Natural Resource Department involvement, and process for discussion going forward.

Ms. Faust spoke to process for communication of board recommendations.

Ms. Slayton spoke to public notice requirement.

Commission questions and discussion continued regarding communication with Natural Resource Division, mandatory annual joint meeting, and agenda item process.

Public Comment:

In Person:

Robin San Vicente: Expressed support of the agenda item and spoke to conservation memorandum.

Chuck English: Spoke to memorandums previously sent and reference to Chapter 6 of the Unified Land Development Code (ULDC).

Mayor White requested a motion.

***A motion was made by Commissioner McDowell, seconded by Vice Mayor Stokes, to continue Item No. 24-0514 to the April 23, 2024, Commission meeting for discussion and possible action on all five memorandums.***

Commission questions and discussion continued regarding staff input and recommendations, staff liaison presence, and staff preparation.

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

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

***A motion was made by Commissioner McDowell, seconded by Commissioner Langdon, to direct the City Clerk to include the review of advisory board recommendations for discussion and possible action on all future first regular Commission meetings held on Tuesday. The motion carried on the following vote:***

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

#### **4. CONSENT AGENDA:**

Mayor White announced the item and queried the City Manager regarding items pulled from the consent agenda for discussion.

There was no public comment.

Mayor White requested a motion.

***A motion was made by Commissioner McDowell, seconded by Vice Mayor Stokes, to approve the items in the consent agenda pulling Item No. 24-0415 and 24-0451 for discussion. The motion carried on the following vote:***

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

- 3A.** [24-0336](#) Approve the Sole Source Purchase from Parkson Corporation of Two (2) Replacement Bar Screens and a Helixpres Auger Replacement for the Headworks at the Pan American Wastewater Treatment Plant for a Total of \$538,622.00.

***This item was approved on the consent agenda.***

- B.** [24-0415](#) Approve Work Assignment No. 2024-05-OF with DMK Associates, Inc. to Provide Engineering Services for the Development of Boca Chica Park for a Total Work Assignment Price of \$109,745.00.

Mayor White announced the item.

Mr. Fletcher introduced the item.

Commissioner Langdon spoke to the item.

Commission questions and discussion took place regarding current and future needs, park needs, moratorium on city park development, and project funding.

Mr. Fletcher spoke to back up material.

Ms. Slayton spoke to the agenda item for discussion.

Commission questions and discussion took place regarding current Capital Improvement Project (CIP) sheet, total cost estimate, maintenance costs, uses for Park Impact Fees, impact on General Fund for maintenance, and grants.

Ms. Faust read the following eComments into the record:

Jill Luke: Expressed support of Item No. 24-0415.

In person public comment:

Joan Morgan: Expressed support of Item No. 24-0415.

***A motion was made by Commissioner McDowell, seconded by Vice Mayor Stokes, to approve Item No. 24-0415 as presented. The motion carried on the following vote with Commissioner Langdon dissenting due to the city not addressing in the past the needs for essential infrastructure and safety.***

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

**No:** 1 - Commissioner Langdon

- C.** [24-0418](#) Approve the Sole Source Purchase of Lift Station Pumps, Control Panels and Associated Components from Xylem Water Solutions USA, Inc., for a Total of \$691,500.00.

***This item was approved on the consent agenda.***

- D.** [24-0429](#) Approve the Economic Self Sufficiency Community Partner Agreement between the City of North Port and the Department of Children and Families

***This item was approved on the consent agenda.***

- E.** [24-0451](#) Approve the Award of Funds From the Special Event Assistance Program to People for Trees, Inc., in Support of the Tree Fair 2024 to be Held on April 27, 2024, in an Amount up to, and Not to Exceed, \$500 to Cover the Costs of City Fees and Services.

Mayor White announced the item.

Mayor White spoke to the item.

There was no public comment.

Mayor White passed the gavel to Vice Mayor Stokes.

***A motion was made by Commissioner McDowell, seconded by Commissioner Langdon, to approve Item No. 24-0451 as presented. The motion carried on the following vote with Mayor White abstaining due to being an unpaid board member of People for Trees, Inc.***

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

**Abstain:** 1 - Mayor White

Vice Mayor Stokes passed the gavel to Mayor White.

- F. [24-0452](#) Approve the Award of Funds From the Special Event Assistance Program to Kiwanis Club of North Port, Inc. in Support of the Women's Health and Safety Expo to be Held on April 6, 2024, in an Amount up to, and Not to Exceed, \$1,000 to Cover the Costs of City Fees and Services.

*This item was approved on the consent agenda.*

- G. [24-0477](#) Approve the Award of Funds from the Special Event Assistance Program to Kiwanis Club of North Port Inc. in Support of the Pet Expo to be Held on April 27, 2024, in an Amount up to, and Not to Exceed, \$1,000 to Cover the Costs of City Fees and Services.

*This item was approved on the consent agenda.*

- H. [24-0486](#) Accept the Cash Receipts Summary Report for February 2024.

*This item was approved on the consent agenda.*

- I. [24-0531](#) Approve the Statewide Mutual Aid Agreement - 2023 Between the Florida Division of Emergency Management and the City of North Port.

*This item was approved on the consent agenda.*

- J. [24-0540](#) Approval to Reappoint Scott Duff as the Fifth Trustee to the Firefighters' Pension Board of Trustees by the North Port City Commission as a Ministerial Duty, to Serve a Term From April 12, 2024, to April 12, 2026.

*This item was approved on the consent agenda.*

- K. [24-0541](#) Approve the March 19, 2024 Commission Workshop Meeting Minutes

*This item was approved on the consent agenda.*

## **5. PUBLIC HEARINGS:**

### **ORDINANCE - First Reading:**

- A. [ORD. NO 2024-08](#) An Ordinance of the City of North Port, Florida, Annexing ± 1.7716 Acres of Real Property Located in the Unincorporated Area of Sarasota County, Florida and Contiguous to the Existing City Limits of the City of North Port, Florida; Redefining the Boundary Lines of the City of North Port to Include this Property; Providing for Findings; Providing for Annexation; Amending the Official Zoning Map; Providing for

Assessment and Taxation; Providing for Filing of Documents; Providing for Conflicts; Providing for Severability; and Providing an Effective Date. (Legislative)

Mayor White announced the item and requested a motion to direct the City Clerk to read by title only.

***A motion was made by Commissioner Langdon, seconded by Vice Mayor Stokes, to direct the City Clerk to read the Ordinance by title only. The motion carried on the following vote:***

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

Ms. Faust read the Ordinance by title only.

Mr. Fletcher introduced the item.

Mr. Flores provided a presentation including overview, location, staff review, compliance with Florida Statutes, Comprehensive Plan, and Unified Land Development Code (ULDC), notification, fiscal impact analysis, legal review, Business Impact Estimate, and Planning and Zoning Advisory Board and staff recommendations.

Commission questions and discussion took place regarding net benefit over 10 years, septic failure, cost of utility services, safety coverage, water hookup, mutual aid agreements, and inclusion of water usage.

Mr. Fletcher spoke to bed tax revenue.

There was no public comment.

Mayor White closed the public hearing and requested a motion.

***A motion was made by Commissioner McDowell, seconded by Vice Mayor Stokes, to continue Ordinance No. 2024-08 to second reading on April 23, 2024. The motion carried on the following vote:***

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

Recess was taken from 11:45 a.m. until 12:15 p.m.

## **RESOLUTION:**

**B. [RES. NO. 2024-R-12](#)**

A Resolution of the City Commission of the City of North Port, Florida, Adopting the Long-Term Disaster Recovery and Resilience Strategy as the Guide for the City of North Port's Disaster Recovery Activities; Providing for Incorporation of Recitals; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Mayor White announced the item and called on the City Clerk to read by title only.

Ms. Faust read the Resolution by title only.

Mr. Fletcher introduced the item.

Anthony Mangeri, The Olson Group, Ltd., provided a presentation regarding purpose of plan, methodology, operational structure and recovery coordination, Emergency

Operation Center (EOC) and resource management, emergency communications, and community resilience and economic sustainability.

Commission questions and discussion took place regarding concern with Commission not being consulted, non-weather emergencies, local declaration of emergency, City versus County EOC, communication resources, collaboration with County EOC, emergency housing, surrounding municipality EOC buildings, regional approach, funding, relationship with Sarasota County EOC, volunteer options, Citizen Emergency Response Teams (CERT), Lamarque Elementary School shelter, high hazard areas, priority identification, establishing a timeline for completion, staffing of shelters, communication, broadcasting, and hand radios.

Mr. Nevares spoke to Emergency Management strategy.

Mr. Titus spoke to mutual partners, advocating for residents, and surtax.

Mr. Bartolone spoke to broadcasting emergency situations.

There was no public comment.

Mayor White closed the public hearing and requested a motion.

***A motion was made by Commissioner Langdon, seconded by Commissioner McDowell, to adopt Resolution No. 2024-R-12 as presented. The motion carried on the following vote:***

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

**C. [RES. NO. 2024-R-16](#)**

A Resolution of the City Commission of the City of North Port, Florida, Amending the Non-District Budget for Fiscal Year 2023-2024 for Ten Additional Police Officers to Include Salary, Benefits, Operating Costs and Vehicles and Increase to the Fire Impact Fee Capital Contribution to Wellen Park in the Amount of \$2,309,180; Providing for Findings; Providing for Posting; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Mayor White announced the item and called on the City Clerk to read by title only.

Ms. Faust read the Resolution by title only.

Mr. Fletcher introduced the item.

There were no Commission questions or discussion.

There was no public comment.

Mayor White closed the public hearing and requested a motion.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to adopt Resolution No. 2024-R-16 as presented. The motion carried on the following vote:***

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

Recess was taken from 1:50 p.m. until 1:55 p.m.

**6. GENERAL BUSINESS:**

- A. [24-0505](#) Discussion and Possible Direction Regarding Proposed Changes to the City Fee Structure, Appendix A to the Code of the City of North Port, Florida, Including but not Limited to, Building Fees, Fire Rescue Fees, Parks and Recreation Fees, Facility Rental Fees, Solid Waste Fees, Road and Drainage Fees, and Economic Development Fees.

Mayor White announced the item.

Mr. Fletcher introduced the item.

Commission questions and discussion took place regarding Warm Mineral Springs fees, integration with Accela, Fire Rescue Fees, same amount charged but categorized, fee structure, Circle of Honor, refund days, recreational membership fee of resident verse non-resident, Warm Mineral Spring's passes, commercial residents multiple trash container discount, road traffic fee, and process for adoption of fee schedule.

There was no public comment.

- B. [24-0479](#) Discussion and Possible Action Regarding the City Clerk's Annual Evaluation.

Mayor White announced the item.

Ms. Faust introduced the item.

Commission questions and discussion took place regarding performance, contract amendment and salary increase.

There was no public comment.

Mayor White requested a motion.

***A motion was made by Commissioner McDowell, seconded by Commissioner Emrich, to approve a 3% salary increase based on the annual performance evaluation effective March 24, 2024.***

Commission questions and discussion continued regarding raise schedule and raise amount.

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

**Yes:** 1 - Commissioner McDowell

**No:** 4 - Commissioner Emrich, Mayor White, Vice Mayor Stokes and Commissioner Langdon

***A motion was made by Commissioner Langdon, seconded by Commissioner McDowell, to approve a 5% salary increase based on the annual performance evaluation effective March 24, 2024. The motion carried on the following vote:***

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

- C. [24-0538](#) Discussion and Possible Action Regarding Prior Commission Direction to Create a Potential Position for a Research Archivist to Include a Job



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Description for Budgetary Considerations for Fiscal Year 2024-2025.

Mayor White announced the item.

Ms. Faust introduced the item.

Commission questions and discussion took place regarding the need for this position, house call interview, preserving history, oral history, ability to interview, assigning additional responsibility to staff, and collaboration with the school board.

Ms. Slayton spoke to the duties of the Historic and Cultural advisory Board.

Commission questions and discussion continued regarding board recommendation, staff support, volunteers, high school assistance, and social media forums.

***A motion was made by Commissioner Langdon, seconded by Commissioner McDowell, to direct the City Clerk to work with past members of historic board and staff liaison to come back on April 23, 2024 with a recommendation on how to proceed with capturing and documenting the city's culture and history.***

Commission questions and discussion continued regarding past members and new members recommendation on how to proceed.

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

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

**D. [24-0564](#)** Discussion and Possible Action Regarding to the Potential Sale of a Surplus Vehicle to a Local Church

Mayor White announced the item and introduced the item.

Commission questions and discussion took place regarding implications of donating a vehicle to a non-profit.

There was no public comment.

**7. PUBLIC COMMENT:**

There was no public comment.

**8. COMMISSION COMMUNICATIONS:**

**A. [24-0239](#)** Commissioner Langdon's Communications

Commissioner Langdon reported on important topics and events attended.

**B. [24-0288](#)** Commissioner Emrich's Communications

Commissioner Emrich did not provide a report.

**C. [24-0256](#)** Commissioner McDowell's Communications

Commissioner McDowell reported on important topics and events attended.

**D. [24-0307](#)** Mayor White's Communications

Mayor White reported on important topics and events attended.

E. [24-0555](#) Vice Mayor Stokes' Communications

Vice Mayor Stokes reported on important topics and events attended.

**9. ADMINISTRATIVE AND LEGAL REPORTS:**

Mayor White calls on Charter Officers for reports.

Ms. Faust did not provide a report.

Ms. Slayton did not provide a report.

Mr. Fletcher did not provide a report.

**10. ADJOURNMENT:**

Mayor White adjourned the meeting at 3:27 p.m.

City of North Port, Florida

By: \_\_\_\_\_  
Alice White, Mayor

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