



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

Tuesday, April 9, 2024

10:00 AM

City Commission Chambers

This meeting will utilize Communications Media Technology for hybrid purposes.

Amended to add attachments to Item No. 24-0479, update Item No. 24-0429 attachment to reflect the legal entity on page 1, add Item No. 24-0564

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

Attachments: [Vacancy List](#)

- 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

Attachments: [EAB - Environmental Scorecard](#)

[EAB - Pesticides](#)

[EAB - Land Acquisition](#)

[EAB - Conservation Easements](#)

[EAB - Community Gardens](#)

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. [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.

Attachments: [Sole Source Procurement Request](#)

[Sole Source Letter](#)

[Florida Division of Corporations Document](#)

- 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.

Attachments: [Work Assignment](#)
[Boca Chica Survey Results Memorandum](#)
[Continuing Contract 2019-23-02 with Renewal](#)
[Capital Improvements Detail - P23PAS](#)
[Florida Division of Corporations Document](#)

- 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.

Attachments: [Sole Source Procurement Request](#)
[Sole Source Letter](#)
[Florida Division of Corporations Document](#)

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

Attachments: [Economic Self Sufficiency Community Partner Agreement.pdf](#)

- 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.

Attachments: [Application for Assistance](#)
[Fee Overview](#)
[Community Assistance Account Overview](#)
[Resolution 2018-R-17](#)

- 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.

Attachments: [Application for Assistance](#)
[Fee Overview](#)
[Community Assistance Account Overview](#)
[Resolution 2018-R-17](#)

- 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.

Attachments: [Application for Assistance](#)
[Fee Overview](#)
[Community Assistance Account Overview](#)
[Resolution 2018-R-17](#)

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

Attachments: [Cash Receipts Summary](#)

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

Attachments: [Agreement](#)

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.

Attachments: [City Code, Division 6, Section 2-307](#)
[Florida Statutes 112.3143\(6\)](#)
[Application and Backup](#)
[3-22-24 Minutes](#)

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

Attachments: [Minutes](#)

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)

Attachments: [Ordinance - First Reading](#)
[Staff Report with Exhibits](#)
[Business Impact Estimate](#)
[Staff Presentation](#)
[PZAB March 21, 2024, Action Report](#)

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.
- Attachments:** [Resolution](#)
 [Exhibit A](#)
 [Presentation](#)
- 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.
- Attachments:** [Resolution](#)
 [Fund Balance Report](#)

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.
- Attachments:** [Summary of the FY 2024-2025 Proposed Fee Changes](#)
 [2023 FEMA Schedule of Equipment Rates](#)
 [Response to Legal Request](#)
- B.** [24-0479](#) Discussion and Possible Action Regarding the City Clerk's Annual Evaluation.
- Attachments:** [Contract](#)
 [Contract First Amendment](#)
 [Self Evaluation](#)
 [Vice Mayor Stokes Evaluation](#)
 [Commissioner McDowell Evaluation](#)
 [Mayor White Evaluation](#)
 [Commissioner Emrich Evaluation](#)
 [Commissioner Langdon Evaluation](#)
 [Evaluation Summary Form](#)
- C.** [24-0538](#) Discussion and Possible Action Regarding Prior Commission Direction to

Create a Potential Position for a Research Archivist to Include a Job Description for Budgetary Considerations for Fiscal Year 2024-2025.

Attachments: [Commission Direction](#)
[Job Descriptions Reviewed](#)

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

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. [24-0239](#) Commissioner Langdon's Communications
B. [24-0288](#) Commissioner Emrich's Communications
C. [24-0256](#) Commissioner McDowell's Communications
D. [24-0307](#) Mayor White's Communications
E. [24-0555](#) Vice Mayor Stokes' 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.