



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Agenda

### City Commission Regular Meeting

#### **CITY COMMISSIONERS**

*Vanessa Carusone, Mayor*  
*Linda M. Yates, Vice-Mayor*  
*Christopher B. Hanks, Commissioner*  
*Jill Luke, Commissioner*  
*Debbie McDowell, Commissioner*

#### **APPOINTED OFFICIALS**

*Peter Lear, City Manager*  
*Amber L. Slayton, City Attorney*  
*Patsy Adkins, City Clerk*  
*Kathryn Peto, Deputy City Clerk*

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Tuesday, January 23, 2018

6:00 PM

CITY COMMISSION CHAMBERS

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**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**

The invocation was provided by Pastor Eddie DeJesus of New Hope Community Church followed by the Pledge of Allegiance led by Commissioner Luke.

#### **PLEDGE OF ALLEGIANCE – LED BY THE COMMISSION**

#### **1. APPROVAL OF AGENDA – COMMISSION**

#### **2. ANNOUNCEMENTS**

A. [18-031](#) Current Vacancies for Boards and Committees.

Attachments: [Current Vacancies for Boards and Committees](#)

B. [18-032](#) Upcoming Expiration Dates for Boards and Committees.

**Attachments:**      [Upcoming Expiration Dates for Board Members](#)

### **3. PROCLAMATIONS AND RECOGNITIONS:**

- A.      [17-1574](#)      Proclamation recognizing January 21-27, 2018 as School Choice Week.

**Attachments:**      [School Choice Week Jan 21-27](#)

- B.      [18-018](#)      Certificates of Excellence to be presented to the Members of the Mustangs Pee Wee Team in recognition of Winning Nationals and advancing to the World Championships.

### **4. PRESENTATIONS**

- A.      [18-025](#)      Presentation by Teen Court of Sarasota, Inc.

### **5. 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.)

### **6. PUBLIC HEARINGS:**

- A.      [18-015](#)      Ordinance No. 2017-37, Second Reading, Petition No. TXT-16-121, Updating code language related to communication and wireless facilities to be consistent with Florida Statutes, Section 337.401 by creating Chapter 86 – Communication and Wireless Infrastructure Right-of-Way Utilization in the Administrative Code of the City of North Port, Florida and by amending Appendix A – Fee Structure.

**Attachments:**      [Ordinance No. 2017-37 CLEAN](#)  
                             [Ordinance No. 2017-37 Revisions Highlighted](#)  
                             [TXT-16-121, Staff Report](#)

- B      [18-023](#)      Ordinance No. 2018-04, first reading, amending the Fiscal Year 2017-2018 Non-District Budget.

**Attachments:**      [Ordinance No 2018-04](#)  
                             [Ordinance 2018-04 Exhibit A-rev](#)  
                             [Ordinance 2018-04 Exhibit B](#)

- C.      [18-024](#)      Ordinance No. 2018-02, first reading, Use of Meeting Rooms in City Hall

**Attachments:**      [Ordinance No 2018-02](#)  
                             [Current Reservation Form](#)

- D. [18-014](#) Resolution No. 2018-R-05, authorizing the Commission to participate in a Joint Meeting with the Sarasota County Commission to discuss and plan matters of mutual interest, including a Post-Hurricane Irma Review.

**Attachments:** [Resolution No. 2018-R-05](#)

## **7. GENERAL BUSINESS:**

- A. [17-1569](#) Discussion regarding parking lot improvements at the Myakkahatchee Creek S. Trail Head (Skate Park), Blue Ridge Park, Community Educational Center, and North Port Aquatic Center.

**Attachments:** [Myakkahatchee Creek Trail Parking Lot](#)  
[Blue Ridge Park Parking Lot](#)  
[Community Educational Center Parking Lot](#)  
[Butler park map](#)

- B. [18-028](#) Discussion and possible action regarding the Annual Performance Evaluation of the Deputy City Clerk.

**Attachments:** [Deputy City Clerk Evaluation Commissioner Carusone](#)  
[Deputy City Clerk Evaluation Commissioner Yates](#)  
[Deputy City Clerk Evaluation Commissioner Hanks](#)  
[Deputy City Clerk Evaluation Commissioner Luke](#)  
[Deputy City Clerk Evaluation Commissioner McDowell](#)  
[Deputy City Clerk Self Evaluation Form 2018 - signed](#)

## **8. 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. [18-007](#) Approval of the Revised Polling Agreements for 2018 Elections.

**Attachments:** [Precinct 309 CURRENT APPROVED](#)  
[Precinct 309 REVISED](#)  
[Precinct 311 CURRENT APPROVED](#)  
[Precinct 311 REVISED](#)  
[Precinct 313 CURRENT APPROVED](#)  
[Precinct 313 REVISED](#)  
[Precinct 331 CURRENT APPROVED](#)  
[Precinct 331 REVISED](#)

- B. [18-020](#) Appointment of Howard Henriksen to serve a two-year term on the North Port Police Officers' Pension Board of Trustees.

**Attachments:** [Application and backup material](#)

- C. [18-017](#) Audit Committee appointment of City Employee per Chapter 4 Article IV Sec. 4-131 of the City Code set forth in F.S. 218.391.
- Attachments:** [Ordinance 2014-04 Audit Committee](#)
- D. [17-1562](#) Cash Receipts Summary - November 2017
- Attachments:** [Cash Receipts Summary 113017](#)
- E. [18-016](#) Disposition of surplus assets by an appropriate fashion per Chapter 2 Article VIII Sec. 2-419 (d) of the City Code set forth in F.S. 274.06.
- Attachments:** [Listing of Assets for Disposal 2018-02](#)  
[Letter from Project Graduation Representative, Kristen Cawthorne](#)
- F. [17-1438](#) Smarsh Service Agreement to provide text archiving services to the City, for the estimated budgeted amount of \$22,460.00. The project was budgeted, and funding is available in Fiscal Year 2018.
- Attachments:** [Smarsh Order Form City](#)  
[Smarsh Order Form Police Department](#)  
[Smarsh-City of North Port Subscription-Service-Agreement - Final](#)  
[Smarsh Archiving Platform Service Level Agreement](#)  
[Sole Source Exemption Form](#)
- G. [18-006](#) Contract with Frontier Communications for Data Communication Services for a total three-year term in the amount of \$44,530.00.
- Attachments:** [Frontier Ethernet Internet Access Schedule](#)  
[Frontier Approved 3-Year Services Agreement](#)  
[Frontier Exemptions Form.pdf](#)  
[Florida Division of Corporations document](#)
- H. [17-1577](#) Site Access Agreement between the Florida Department of Environmental Protection and the City of North Port, Florida for the Petroleum Restoration Program at the Property Maintenance facility of the Neighborhood Development Services Department located at 5455 Pan American Boulevard, North Port, Florida.
- Attachments:** [Florida Department of Environmental Protection Letter](#)  
[Florida Department of Environmental Protection Access Agreement](#)  
[Request for Legal Services Memorandum](#)  
[PowerPoint Presentation](#)
- I. [18-010](#) Work Assignment No. 2018-01 with CDM Smith, Inc. for the North Port Myakkahatchee Creek Water Treatment Plant Wellfield Comprehensive Hydrogeological Evaluation, in the amount of \$199,620. The project was budgeted, and funding is available in Fiscal Year 2018.

**Attachments:**      [Work Assignment No. 2018-01](#)  
[Request for Letter of Interest](#)  
[CDM Smith, Inc. Scope & Fee Submittal](#)  
[CDM Smith, Inc. Letter of Interest Submittal](#)  
[Proposal Ranking](#)  
[Continuing Contract 2016-23 with CDM Smith, Inc.](#)  
[Florida Division of Corporations Document](#)

- J.      [18-002](#)      Award for RFB 2018-17, Gasoline & Diesel Fuels: Supply and Delivery, to Rogers Petroleum Inc. in the estimated annual amount of \$1,222,210.00, budgeted in Fiscal Year 2018.

**Attachments:**      [Notice of Intent to Award](#)  
[Award Recommendation](#)  
[Bid Tabulation](#)  
[Bid Response](#)  
[Request For Bid No. 2018-17 and Addenda](#)  
[Florida Division of Corporations Document - Rogers Petroleum Inc.](#)  
[PowerPoint Presentation](#)

## **9. PUBLIC COMMENT:**

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## **10. COMMISSION COMMUNICATIONS**

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

## **12. 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. These materials include staff reports, which explain in detail the item before the Commission and the reason for the recommendation. The materials may also include resolutions or ordinances, which are proposed for adoption. 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 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.