



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Agenda

City Commission Regular Meeting

CITY COMMISSIONERS

Christopher B. Hanks, Mayor
Debbie McDowell, Vice-Mayor
Vanessa Carusone, Commissioner
Peter Emrich, Commissioner
Jill Luke, Commissioner

APPOINTED OFFICIALS

Peter Lear, City Manager
Amber L. Slayton, City Attorney
Kathryn Wong, City Clerk
Heather Taylor, Deputy City Clerk

Tuesday, April 9, 2019

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

The invocation was provided by Pastor Jared Gritton of First Baptist Church of North Port followed by the Pledge of Allegiance led by the Commission.

PLEDGE OF ALLEGIANCE – LED BY THE COMMISSION

1. APPROVAL OF AGENDA – COMMISSION

2. ANNOUNCEMENTS

- A. [19-0344](#) Current Vacancies for Boards and Committees and Upcoming Expiration Dates for Boards and Committees.

Attachments: [Current Vacancies and Upcoming Expirations](#)

3. WELCOME OF NEW EMPLOYEES:

- A. [19-0299](#) New Employee Acknowledgement

4. 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.)

5. CONSENT AGENDA - CONTINUED:

(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. [19-0345](#) Approve Minutes for the March 4, 2019 Commission Workshop Meeting, March 5, 2019 Commission Regular Meeting, March 6, 2019 Commission Workshop Meeting, and March 7, 2019 Commission Special Meeting

Attachments: [Minutes 03/04/2019](#)
 [Minutes 03/05/2019](#)
 [Minutes 03/06/2019](#)
 [Minutes 03/07/2019](#)

- B. [19-0197](#) Appoint Carl Goodrich as a Regular Member to the Art Advisory Board

Attachments: [Application and Backup Material](#)

- C. [19-0206](#) Appoint David L. Duval as Regular Member to the Charter Review Advisory Board

Attachments: [Application and Backup Material](#)

- D. [19-0205](#) Appoint Hannah Wik as an Imagine High School Representative to the North Port Youth Council

Attachments: [Applicaton and Backup Material](#)

- E. [19-0235](#) Appoint Grayce Oney as an Alternate Member to the Parks & Recreation Advisory Board

Attachments: [Application and Backup Material](#)

- F. [19-0051](#) Approve Family Service Center Tenant Lease Agreement with American Association of Retired Persons (AARP)

Attachments: [Original AARP Letter of Intent](#)
[Updated AARP Letter of Intent](#)
[American Association of Retired Persons Lease](#)

- G. [19-0065](#) Approve Agreement Between the Salvation Army and the City of North Port for the City to Coordinate Services for Households Applying for Low Income Home Energy Assistance Program (LIHEAP) Assistance

Attachments: [2018 The Salvation Army MOU](#)
[2019 The Salvation Army Agreement](#)

- H. [19-0134](#) Approve Submission of Statement of Support for Participation in the 2019 Wyland Foundation National Mayor's Challenge through the Wyland Foundation's Website and Encourage Community Participation in the Challenge

Attachments: [Statement of Support](#)

- I. [19-0178](#) Approve KeyTrak System Purchase, Support and Software License Agreement and Contract Amendment No. 1

Attachments: [License Agreement](#)
[Contract Amendment No 1](#)
[Maintenance Quote](#)
[Sole Source Letter](#)
[Florida Division of Corporations'KeyTrak](#)

- J. [19-0185](#) Approve Asset Disposition dated April 2019, in Accordance with Chapter 2, Article VII, Section 2-419, (d), (1), (2) and (3), City of North Port Administrative Code and Florida Statute 274.06

Attachments: [Asset Disposition dated April 2019](#)
[Auction Vehicle Inspection and Disposal Forms](#)

- K. [19-0234](#) Approve Memorandum of Understanding Between the City of North Port and the School Board of Sarasota County Regarding the Emergency Vehicle Operations Track

Attachments: [Memorandum of Understanding](#)

- L. [19-0237](#) Approve Amendment #1 for RFB No. 2018-30, Water Treatment Chemicals - Aluminum Sulfate, to Chemtrade Chemicals US, LLC., in Accordance with the Unit Prices on an 'As Required' Basis for an Additional \$45,000, for a Total Amount of \$130,000

Attachments: [Amendment Form](#)
[RFB No. 2018-30 Renewal, Award, Solicitation and Addenda](#)
[Florida Division of Corporations Document](#)

- M. [19-0330](#) Authorize the City Attorney to Send a Notice of Cancellation to the Sky Family YMCA Terminating the April 13, 2009 Lease Agreement for the Modular Building at Dallas White Park

Attachments: [YMCA Modular Unit Agreement](#)

- N. [19-0296](#) Accept the Cash Receipts Summary Report for February 2019

Attachments: [Cash Receipts Summary 022819](#)

6. PUBLIC HEARINGS:

ORDINANCES - Second Reading

- A. [19-0301](#) Ordinance No. 2019-12, second reading, amending the Code of the City of North Port, Florida, Sec. 2-55 - Agenda, relating to the agenda for City Commission meetings

Attachments: [Ord 2019-12. Consent Agenda. second reading](#)

ORDINANCES - First Reading

- B. [ORD. NO. 2019-10](#) An Ordinance of the City of North Port, Florida, Second Reading, Allowing for Community Gardens in the AG Agricultural District, GU Government Use District, RSF Residential Single-Family District, RTF Residential Two-Family District, RMF Residential Multifamily District, and RMH Residential Manufactured Home District by Amending the City of North Port Unified Land Development Code, Section 53-25, Section 53-64, Section 53-121, Section 53-134, Section 53-147, and Section 53-160; Providing Regulations for Community Gardens by Amending the City of North Port Unified Land Development Code Section 53-240 – Special Structures; Providing Relevant Definitions by Amending the City of North Port Unified Land Development Code, Section 61-3 – Definitions and Word Usage; Creating a Community Garden Operation Permit Fee by Amending the Code of the City of North Port, Appendix A – City Fee Structure; Providing for Adoption; Providing for Conflicts; Providing for Severability; Providing for Coding of Amendments; and Providing for an Effective Date.(TXT-18-128)

Attachments: [Ordinance 2019-10](#)
[Staff Report with Exhibits](#)
[Memo from 7-24-18 Meeting](#)
[TXT-18-128 Presentation](#)
[Revised Ordinance 2019-10 for Second Reading](#)

- C. [ORD. NO. 2019-11](#) An Ordinance of the City of North Port, Florida, Amending the City of North Port Unified Land Development Code to Allow for Urban Market Gardens by Amending Chapter 25 – Parking and Loading Regulations, Article II – Off-Street Parking, Section 25-17 – Minimum Off-Street Parking Requirements; Amending Chapter 53 – Zoning Regulations, Part 2 – Schedule of District Regulations to Allow Urban Market Gardens as a Permitted Principal Use in the CG Commercial General District, CG-S Commercial General Special District, ILW Light Industrial and Warehousing District, and NC-HI/NC-LI Neighborhood Commercial High/Low Intensity Districts; Amending Part 3 – Special District Regulations, Article XX Special Circumstance Regulations, Section 53-240 Special Structures; Amending Chapter 55 – Activity Center Design Regulations to Allow Urban Market Gardens as a Permitted Principal Use in Panacea (Activity Center #4), Midway (Activity Center #5), The Shire (Activity Center #6), And The Gardens (Activity Center #8); Amending Chapter 61 Definitions, Section 61-3 Definitions and Word Usage; Providing for Findings; Providing for Adoption; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date. (TXT-18-208)

Attachments: [Ordinance 2019-11](#)
[Staff Report with Exhibits](#)
[Backup from 7-24-18 Meeting](#)
[TXT-18-208 Presentation](#)

RESOLUTIONS

- D. [RES. NO. 2019-R-05](#) A Resolution of the City of North Port, Florida, Adopting a Citywide Sponsorship Policy; Incorporating Recitals; Providing for Conflicts; Providing for Severability; and Providing for an Effective Date.

Attachments: [Resolution 2019-R-05 - adopting sponsorship program REV](#)
[Citywide Sponsorship Policy](#)
[Sponsorship Application Template](#)

7. GENERAL BUSINESS:

- A. [19-0285](#) Discussion and Direction to Approve the Use of Code Enforcement Fines for North Port Beautification and Tree/Scenic Highway Committee US 41 Revitalization Program

Attachments: [Item#26 Proposal to use Code Enforcement fines for Beautification](#)
[Use of Code Fines and Tree Fund Memo to CM](#)
[City of North Ports Beautification Program](#)

- B. [19-0111](#) Discussion and Direction to Move Forward on the Negotiation to Purchase the First Ranked Property for the Utilities Administration and Warehouse Facility and Recommendation to Negotiate with the Second Ranked Property if First Negotiation Fails

Attachments: [Stantec Site Selection Report](#)
[Report to the City Commission](#)
[North Port Utilities Concept Plan on Talon Bay Drive](#)

- C. [19-0189](#) Discussion and Direction Regarding the Use of Art Fund Monies for Senior Center Mural Project and Possible Charette and Involvement and Utilization of the Art Advisory Board

Attachments: [City Manager's Memorandum to Commission dated Feb. 7, 2019](#)

- D. [19-0209](#) Discussion and Direction Regarding the Use of CGI and their Promotional Video Services

Attachments: [2018 Sponsorship Policy](#)
[North Port Sponsorship Request Letter](#)
[CGI Responses to Commission questions](#)
[North Port Agreement Revised 2-26-19](#)

- E. [19-0321](#) Review and Adopt Warm Mineral Springs Park Final Master Plan

Attachments: [WMSP Final Master Plan](#)
[Appendix A - Archaeological Background Research Summary Report Revised F](#)
[Appendix B - National Register of Historic Places](#)
[Appendix C - Community Meeting Results](#)
[Preliminary Order of Magnitude Costs](#)
[Agreement No. 2017-40](#)
[WMSP FINAL Master Plan - Commission Presentation - 4-9-19](#)

- F. [19-0349](#) Approve Scope of Work and Evaluation Criteria for State Lobbyist Services and Direction to Move Forward with the Competitive Procurement Process

Attachments: [Proposed Scope of Services for State Lobbying Services](#)
[Evaluation Criteria](#)
[Greenberg Traurig P.A. Agreement No. 2013-63 \(exp 9-30-16\)](#)
[2008-02 Federal Lobbying Services Scope](#)
[2005-01 State Lobbying Services Scope](#)

8. PRESENTATIONS: TIME LIMIT OF 15 MINUTES

- A. [19-0346](#) Human Resources Director Christine McDade: Annual Presentation to Commission

Attachments: [Presentation](#)

9. PROCLAMATIONS AND RECOGNITIONS: TIME CERTAIN AT 4:00 P.M.

- A. [19-0186](#) Recognition of Atwater Elementary School Students and Teachers for their Success at South County STEM (Science, Technology, Engineering, and Math) Competitions

Attachments: [Email from Sean Kirkpatrick](#)
 [Certificates](#)

- B. [19-0306](#) Certificate of Appreciation Presented to David Wheatcroft for his Service on the Citizen Tax Oversight Committee

Attachments: [Certificate of Appreciation](#)

- C. [19-0355](#) Proclaim April 9, 2019 as Richard Lockhart Day, Presented to Richard Lockhart

Attachments: [Proclamation](#)

- D. [19-0132](#) Proclaim April 2019 as Water Conservation Month, Presented to Dennis Ragosta, Southwest Florida Water Management District (SWFWMD) Government Affairs Regional Manager

Attachments: [Proclamation](#)

- E. [19-0133](#) Proclaim April 2019 as Florida Water Professionals Month, Presented to Dana Mills, Vice-Chair, FWPCOA

Attachments: [Proclamation](#)

- F. [19-0190](#) Proclaim April 2019 as Child Abuse Prevention Month, Presented to Case Coordinator Joseph Matteen

Attachments: [Proclamation](#)

- G. [19-0203](#) Proclaim April 10, 2019 as Gopher Tortoise Day, Presented to Edie Driest

Attachments: [Proclamation](#)

- H. [19-0309](#) Proclaim April 2019 as Donate Life Month, Presented to LifeLink Volunteer Gary Rosenbaum

Attachments: [Proclamation](#)

- I. [19-0014](#) Proclaim April 2019 as City of North Port Volunteer Month, Presented to Donald Fowler, Volunteer Coordinator, City of North Port Police Department

Attachments: [Proclamation](#)

- J. [19-0148](#) Proclaim April 8-14, 2019 as National Public Safety Telecommunicators Week, Presented to Telecommunications Manager Misty Elmore

Attachments:

[Proclamation](#)

- K. [19-0223](#) Proclaim April 2019 as Sexual Assault Awareness Month

Attachments: [Proclamation](#)

10. PUBLIC COMMENT:

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11. COMMISSION COMMUNICATIONS:

12. ADMINISTRATIVE AND LEGAL REPORTS:

13. 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, 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.