



# 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*

*Heather Taylor, Acting City Clerk*

---

Tuesday, September 24, 2019

6:00 PM

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 Pledge of Allegiance was led by Commissioner Emrich.**

#### **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. 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.)

#### **3. ANNOUNCEMENTS**

- A. [19-1074](#) Current Vacancies for Boards and Committees and Upcoming Expiration Dates for Boards and Committees.

Attachments: [Current and Upcoming Vacancies](#)

#### **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. [19-1028](#) Appoint Richard Suggs for a Second Term on the Community Economic Development Advisory Board as the North Port Resident Representative.

Attachments: [Application and Backup Material](#)

- B. [19-1026](#) Appoint Timothy Martin for a Second Term on the Zoning Board of Appeals.

Attachments: [Application and Backup Material](#)

- C. [19-1018](#) Appoint Lora Ross as a Regular Member on the Environmental Advisory Board

Attachments: [Application and Backup Material](#)

- D. [19-1075](#) Approve Minutes of the August 29, 2019 Commission Special Emergency Meeting.

Attachments: [Minutes](#)

- E. [19-0743](#) Approve Family Service Center Tenant Lease Agreement with the Florida Department of Health in Sarasota County

Attachments: [2016 DOH Executed Tenant Lease Agreement](#)  
[2019 DOH Tenant Lease Agreement](#)

- F. [19-0808](#) Award Renewal of RFB No. 2018-01 EMS Supplies and Equipment with Bound Tree Medical LLC, Henry Schein, Inc., and Quadmed, Inc at the Attached Unit Prices for an Estimated Annual FY 2019-20 Approved Budget of \$136,100.00

Attachments: [Renewal Memo - Bound Tree Medical LLC](#)  
[Renewal Memo - Henry Schein Inc](#)  
[Renewal Memo - Quadmed Inc](#)  
[Renewal Memo - North Port Fire Rescue](#)  
[RFB 2018-01 Tabulation Sheet](#)  
[RFB 2018-01 with Addenda](#)  
[Division of Corporations Documents](#)

- G. [19-0861](#) Approve the Interlocal Agreement between the Sarasota County Schools Police Department and the City of North Port for Facilitating Investigations

of Shooting Incidents and In Custody Deaths.

**Attachments:** [Interlocal Agreement between the Sarasota County Schools Police Department a](#)

- H. [19-0924](#) Approve the City Attorney's Office Procurement of Legal and Professional Services from Multiple Firms for Fiscal Year 2019-2020 in the Estimated Budgeted Amount of \$201,000

**Attachments:** [Competitive Exemption Form 19-0924](#)

- I. [19-0940](#) Appoint David Pankiw as the Financial Services Representative on the Community Economic Development Advisory Board.

**Attachments:** [Application and Backup Material](#)

- J. [19-0951](#) Accept the Cash Receipts Summary Report for July 2019

**Attachments:** [Cash Receipts Summary 073119](#)

- K. [19-0974](#) Approve a Memorandum of Understanding between the Center for Law Enforcement Technology, Training & Research, Inc., and the City of North Port for Access to the Florida Integrated Network for Data Exchange and Retrieval (FINDER) with an Annual Cost of \$2,500

**Attachments:** [Competitive Exemption Form](#)  
[FINDER MOU](#)  
[FL Division of Corporations](#)

- L. [19-0983](#) Approve the Accreditation Agreement between the City of North Port, Florida and The Commission for Florida Law Enforcement Accreditation (CFA), Inc. with an Annual Cost of \$900.

**Attachments:** [The Commission For Florida Law Enforcement Accreditation Law Enforcement ,](#)  
[Procurement Competitive Exemption Form](#)  
[Florida Division of Corporations document](#)

- M. [19-0992](#) Approve an Affiliation Agreement with the State College of Florida, Manatee-Sarasota for Internships in the Police Department

**Attachments:** [Affiliation Agreement with the District Board of Trustees of State College of Flori](#)  
[Exhibit A Student Program Release, Waiver and Indemnification Agreement](#)  
[Exhibit B Confidentiality Statement](#)

- N. [19-1016](#) Approve the Transportation Impact Fee Reimbursement Agreement with Sabal Trace Development Partners, LLC Regarding Tuscola Boulevard Bridge (Central Parc)

**Attachments:** [Transportation Impact Fee Reimbursement Agreement - FINAL.9.4.19](#)

- O. [19-1038](#) Approve Insightly Inc. Agreement for Customer Relationship Management System (CRM) in the Amount of \$5,352.00 for Economic Development Relationship and Project Management tracking.

**Attachments:**      [Agreement and Terms](#)  
                              [Agreement Backup](#)  
                              [Legal Review](#)  
                              [CA Sec of State, FL & National Business Partners](#)

- P.      [19-1065](#)      Approve the Interlocal Agreement Between the City of North Port and the Sarasota County Sheriff's Office regarding Precision Immobilization Technique Vehicles.

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

## **5. PUBLIC HEARINGS:**

### **ORDINANCES - Second Reading**

- A.      [ORD. NO. 2019-27](#)      An Ordinance of the City of North Port, Florida, Amending the Unified Land Development Code, Chapter 1 – General Provisions, Article II. – Administration of Unified Land Development Code, Section 1-22 – Fees; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

**Attachments:**      [Ordinance 2019-27](#)

- B.      [ORD. NO. 2019-38](#)      An Ordinance of the City of North Port, Florida, Repealing Section 50-6 of the Code of the City of North Port, Florida, Entitled "Smoking"; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

**Attachments:**      [Ordinance 2019-38](#)  
                              [Sec. 50-6. Smoking](#)

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

## **6. GENERAL BUSINESS:**

- A. [19-0941](#) Discussion and Possible Action Regarding the Family Service Center Rental Charges for the Family Service Center

**Attachments:** [Current Tenant Charges](#)  
[Proposed \(Based on Actuals without Depreciation\)](#)  
[Proposed \(Based on Actuals with Depreciation\)](#)  
[Facility Comparisons](#)

- B. [19-1046](#) Discussion and Possible Action Regarding Regulating Tobacco- and Vaping-Related Sales and Advertising

**Attachments:** [Amended Memo - Regulating Sale and Advertisement of Tobacco](#)  
[Alachua Co Ord 2019-04. Tobacco Sales](#)  
[Ft Lauderdale Ord C-19-21. Sale of Tobacco](#)

- C. [19-1014](#) Discussion and Possible Action Regarding Establishing Policy for Keys to the City

**Attachments:** [Commission Meeting Minutes January 22, 2019](#)  
[Commission Meeting Minutes April 6, 2017](#)  
[Commission Meeting Minutes May 12, 2014](#)  
[Commission Meeting Minutes June 9, 2008](#)  
[Commission Meeting Minutes February 5, 2002](#)  
[Key to the City Log](#)  
[Key to the City Plaque](#)

- D. [19-1063](#) Discussion and Possible Action Regarding the Resignation of City Clerk Kathryn Wong.

**Attachments:** [Letter of Resignation dated September 11, 2019](#)  
[Kathryn Peto Employment Agreement Dated October 25, 2018](#)  
[City Clerk Job Description](#)  
[City of North Port Personnel Policy](#)

## **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. 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.)

**8. COMMISSION COMMUNICATIONS:**

- A. [19-1082](#) Commissioner Luke's Communications
- B. [19-1083](#) Vice-Mayor McDowell's Communications  
  
*Attachments:* [Handout](#)
- C. [19-1084](#) Mayor Hanks' Communications
- D. [19-1085](#) Commissioner Carusone's Communications
- E. [19-1086](#) Commissioner Emrich's Communications

**9. ADMINISTRATIVE AND LEGAL REPORTS:**

- A. [19-1012](#) City Manager Report: Commission Update  
  
*Attachments:* [City Manager Commission Update Report 9.24.19](#)
- B. [19-1037](#) City Attorney Report: Commission Update  
  
*Attachments:* [Commission Directed Activities](#)
- C. [19-1061](#) Deputy City Clerk Report: Commission Update  
  
*Attachments:* [Update](#)

**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. 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.