



# 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*

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Tuesday, July 9, 2019

10:00 AM

CITY COMMISSION CHAMBERS

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#### **Amended to Add Items 7D & 7E**

**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**

#### **INVOCATION BY PASTOR KYLE CANNON OF PEACE CHRISTIAN FELLOWSHIP AND PLEDGE OF ALLEGIANCE**

#### **1. APPROVAL OF AGENDA**

#### **2. ANNOUNCEMENTS**

- A.**     [19-0734](#)     Current Vacancies for Boards and Committees and Upcoming Expiration Dates for Boards and Committees.

**Attachments:**     [Current Vacancies and Upcoming Expiration Dates for Boards and Committees](#)

**3. 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.)

**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.     [19-0564](#)     Approve Contract No. 2019-65 with Andrew Sitework, LLC for the Water Distribution Improvements Project in the Amount of \$725,369.53 with a Contingency Amount of \$36,268, for a Total Cost of \$761,637.53

**Attachments:**     [Contract No. 2019-65](#)  
                          [Notice of Intent to Award](#)  
                          [Award Recommendation Memo](#)  
                          [Bid Tabulation](#)  
                          [RFB No. 2019-65 Submittal by Andrew Sitework, LLC](#)  
                          [RFB No. 2019-65 and Addendum](#)  
                          [Florida Division of Corporations Document](#)

- B.     [19-0577](#)     Approve Grant Application to the Gulf Coast Community Foundation in an Amount of \$5,500 for the Repair of the Mandalas for World Peace Sculpture

**Attachments:**     [Grant Application](#)

- C.     [19-0611](#)     Approve the Technology Services Agreement Renewal and Amendment 1 with Sarasota County to allow the City of North Port to Continue Hosting Services for Servers and Network Equipment as the Sarasota County Data Center for a Term of 1 Year and Authorize the City Manager to Execute any Subsequent Renewal Term Under the Same Terms and Conditions

**Attachments:**     [Sarasota County Technology Services Agreement No. CAC 2018-0193](#)  
                          [Amendment 1 Contract No. CA2018-0193](#)  
                          [City Attorney Office Response to Request](#)  
                          [Sarasota County DR Competitive Exemptions Form](#)

- D.     [19-0656](#)     Approve Agreement between Imagine School at North Port, Inc. (INSP) and the City of North Port for the School Resource Officer (SRO) Program, with the City Receiving \$139,346.78 from ISNP

**Attachments:**     [Agreement](#)

- E. [19-0685](#) Accept the Cash Receipts Summary Report for May 2019  
Attachments: [Cash Receipts Summary - May 2019](#)
- F. [19-0692](#) Approve the Parks & Recreation Master Plan Appendix I - Parks & Recreation Mission and Vision  
Attachments: [Parks & Recreation Master Plan Adopted 01/09/18](#)  
[Parks & Recreation Master Plan with Appendix I](#)  
[Appendix I Parks & Recreation Vision and Mission](#)
- G. [19-0733](#) Approval of Minutes for the June 6, 2019 Commission Special Meeting, June 11, 2019 Commission Regular Meeting, and June 19, 2019 Commission Budget Workshop.  
Attachments: [06-06-2019 Minutes](#)  
[06-11-2019 Minutes](#)  
[06-19-2019 Minutes](#)

**5. PRESENTATIONS: TIME LIMIT OF 15 MINUTES - TIME CERTAIN 11:00 AM**

- A. [19-0723](#) Luis Serna (Calvin, Giordano & Associates): Major Issues and Recommendations for the City's Unified Land Development Code Rewrite  
Attachments: [Major Issues and Recommendations\\_June 2019](#)
- B. [19-0725](#) Update on West Villages Development  
Attachments: [West Villages Overview Presentation](#)

**6. PUBLIC HEARINGS:****ORDINANCES -Second Reading**

- A. [ORD. NO. 2019-04](#) An Ordinance of the City of North Port, Florida, Creating a Mobile Food Vendor Permit and Associated Fees for the Operation of Mobile Food Vendors and Ice Cream Trucks within the City by Amending the Code of the City of North Port, Florida, Chapter 34 – Licenses, Permits and Miscellaneous Business Regulations, by Creating a New Article III – Business Permits and Appendix A – City Fee Structure; Providing for Adoption; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date  
Attachments: [Ordinance 2019-04 for Second Reading](#)  
[Ordinance 2019-04](#)  
[Staff Report, TXT-18-248](#)

**Legislative History**

6/25/19 City Commission Regular Meeting read by title only

6/25/19 City Commission Regular Meeting continued for second reading

- B. [ORD. NO. 2019-21](#) An Ordinance of the City of North Port, Florida, Amending the Non-District Budget Fiscal Year 2018-19 by Providing for Changes Identified in Exhibit A; Providing for Conflicts; Providing for Severability; and Providing an Effective Date

**Attachments:** [Ordinance No 2019-21](#)  
[2019-21 Exhibit A](#)  
[2019-21 SLA](#)  
[2019-21 Fund Balance General Fund](#)  
[2019-21 Fund Balance 153](#)  
[Interlocal with Sarasota County for River Road](#)

**Legislative History**

6/25/19 City Commission Regular Meeting read by title only

6/25/19 City Commission Regular Meeting continued for second reading

## PETITIONS

- C. [CC PLF-19-086](#) Approve Final Plat for 67 Single-Family Lots with Associated Road Right-of-Way, Drainage, and Utility Easements within the Oasis at the West Villages, Phase 2 (QUASI-JUDICIAL)

**Attachments:** [Plat, Oasis Phase 2](#)  
[Staff Report with Exhibits](#)  
[PZAB Minutes](#)

- D. [CC PLF-19-050](#) Approve Final Plat for ±24.8 Acres of 7 Commercial Lots with Associated Road Right-of-way, Drainage, and Utility Easements within Village "D" of the West Villages Marketplace (QUASI-JUDICIAL)

**Attachments:** [Plat, West Villages Marketplace](#)  
[Staff Report with Exhibits](#)  
[PZAB Minutes](#)  
[Ex-Parte Communication Vice-Mayor McDowell](#)

## RESOLUTIONS

- E. [RES. NO. 2019-R-07](#) A Resolution of the City of North Port, Florida, Adopting a Human Resources Policy for the Investigation of Allegations and Complaint against Charter Officers; Incorporating Recitals; Providing for Conflicts; Providing for Severability; and Providing for an Effective Date

**Attachments:** [Resolution](#)

**7. GENERAL BUSINESS:**

- A. [CC](#) Discussion and Possible Action to Award Funds from the Special Event  
[SAP-19-119](#) Assistance Program to the North Port High School Band Parent Organization (NPHSBPO) to Cover the Costs of City fees and/or Resources Associated with the September 2, 2019, Marching Alliance Duck Race Event
- Attachments:** [Application for Assistance](#)  
[Resolution 2018-R-17, adopted Special Event Assistance Program Application](#)
- B. [CC](#) Discussion and Possible Action to Award Funds from the Special Event  
[SAP-19-093](#) Assistance Program to the Rotary Club of North Port Central Foundation, Inc. to Cover the Costs of City fees and/or Resources Associated with the October 19, 2019, Rotary Club of North Port Car Show Event
- Attachments:** [Application for assistance](#)  
[Resolution 2018-R-17, adopted Special Event Assistance Program Application](#)
- C. [19-0615](#) Review City Manager Performance Evaluation
- Attachments:** [Hanks CM Evaluation 2019](#)  
[McDowell CM Evaluation 2019](#)  
[Emrich CM Evaluation 2019](#)  
[Carusone CM Evaluation 2019](#)  
[Luke CM Evaluation 2019](#)  
[City Manager Evaluation Summary Form 2019](#)  
[City Manager Annual Evaluation 2019 Form - Self Evaluation](#)  
[City Manager Employment Agreement](#)
- D. [19-0739](#) Review and Discuss SKY Family YMCA Notice to Vacate Al Goll Facility
- Attachments:** [YMCA Letter dated 07.01.2019](#)  
[Facilities Management Agreement](#)
- E. [19-0740](#) Discussion and Possible Action Regarding Department of Health Inspection Reports for the North Port Pool operated by the Sky Family YMCA
- Attachments:** [2010-504 Facilities Management Agreement – North Port Pool](#)  
[Assignment, Assumption and Amendment 2010-504 – North Port Pool](#)  
[NP YMCA DOH Inspection 06/24/19](#)  
[NP YMCA DOH Inspection 06/28/19](#)

**8. PUBLIC COMMENT:**

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## **9. COMMISSION COMMUNICATIONS:**

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

## **11. 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.