



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, Interim City Clerk

Tuesday, November 12, 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 Mayor Hanks followed by the Pledge of Allegiance led by Commissioner Luke.

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. [19-1336](#) 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](#)

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. [19-1121](#) Approve the Disposition of Surplus Assets in an Appropriate Fashion Pursuant to Chapter 2 Administration, Article VIII Procurement, Section 2-419, Disposition of City Assets and Property (d), (1) of the Code of the City of North Port, Florida.

Attachments: [Asset Disposition and Recommended Method of Disposal December 2019](#)
[City of North Port Property Disposal Forms](#)
[Mechanic's Vehicle Inspection forms](#)
[Equipment & Fleet Vehicle Replacement Score Sheet](#)

- B. [19-1128](#) Approve a Three (3) Year Agreement Renewal with ESRI, Inc. for Comprehensive GIS Products, Services and Training in the Amount of \$153,836.00

Attachments: [ESRI Quotation Q-387813 3-year License Agreement.pdf](#)
[ESRI Small Enterprise Agreement County and Municipality Government.pdf](#)
[ESRI Sole Source Form.pdf](#)
[Division of Corporations - ESRI.pdf](#)

- C. [19-1172](#) Approve Acceptance of Grant, if Awarded, from the U.S. Department of Justice Gulf States Regional Law Enforcement Technology Assistance in an Amount of \$150,000, and to Authorize the City Manager to Approve to Sign Grant Documents upon Satisfactory Legal Review

Attachments: [Grant Application](#)

- D. [19-1173](#) Approve Amended Family Service Center Tenant Lease Agreement with Big Brothers Big Sisters of the Sun Coast, Inc., at a Cost of \$9.50/ sq. ft. for an Annual Lease of \$1,140, or 12 Monthly Payments of \$95.00

Attachments: [2017 BBBS Executed Lease Agreement](#)
[Amended Lease Agreement - BBBS](#)

- E. [19-1175](#) Approve Amended Family Service Center Tenant Lease Agreement with Literacy Volunteers of South Sarasota County (LVSSC) at a Cost of \$9.50/sq. ft. for an Annual Lease in the Amount of \$4,883.00, or 12 Monthly Payments of \$406.92

Attachments: [2017 LVSSC Executed Lease Agreement](#)
[Amended Lease Agreement - LVSSC](#)

- F. [19-1176](#) Approve Amended Family Service Center Tenant Lease Amended Agreement with Jewish Family and Children's Services of the Suncoast, Inc., (JFCS) at a Cost of \$9.50/sq. ft. for an Annual Lease in the Amount of \$1,178.00, or 12 Monthly Payments of \$98.17.

Attachments: [2017 JFCS Executed Lease Agreement B111](#)
[Amended Lease Agreement - JFCS B111](#)

- G. [19-1177](#) Approve Amended Family Service Center Tenant Lease Agreement with Safe Place and Rape Crisis Center (SPARCC), Inc., at a Cost of \$9.50/sq. ft. for an Annual Lease of \$1,368, or 12 Monthly Payments of \$114.00.

Attachments: [2017 SPARCC Executed Lease Agreement](#)
[Amended Lease Agreement - SPARCC](#)

- H. [19-1179](#) Approve Acceptance of Grant, if Awarded, from the Florida Department of Environment Protection Resilience Planning Grant in an Amount of \$25,000, and to Authorize the City Manager to Approve to Sign Grant Documents upon Satisfactory Legal Review

Attachments: [Grant Application](#)

- I. [19-1223](#) Approve Updated Statewide Mutual Aid Agreement (SMAA) between the City of North Port and the Florida Division of Emergency Management.

Attachments: [SMAA 2018 Version 9.20](#)
[SMAA Information Sheet 2018](#)
[FOR ADOPTION BY A CITY](#)
[Cover letter for SMAA 2018 to FDEM](#)
[FORM C](#)
[CNP Certificate of Liability Insurance](#)
[Legal Request package for SMAA 2018](#)
[Response to Req for Legal Services](#)
[Resolution No. 01-R-44 SMAA, 7-23-2001](#)
[SERP Plan Approved 7 17 15](#)

- J. [19-1251](#) Accept the Cash Receipts Summary Report for September 2019

Attachments: [Cash Receipts Summary 093019](#)

- K. [19-1256](#) Approve Federal Bureau of Investigation (FBI) Child Exploitation Task Force (CETF) Memorandum of Understanding.

Attachments: [Federal Bureau of Investigation Child Exploitation Task Force \(CETF\) Memorandum of Understanding](#)

- L. [19-1221](#) Appoint Barbara Langdon as the Development, Engineering or Planning Representative on the Community Economic Development Advisory

Board.

Attachments: [Application and Backup Materil](#)

- M. [19-1271](#) Appoint Ginger Miranda as a North Port Resident Representative on the Community Economic Development Advisory Board

Attachments: [Application and Backup](#)

- N. [19-1289](#) Appoint Robin Short as a Regular Member on the Parks & Recreation Advisory Board

Attachments: [Application and Backup](#)

- O. [19-1300](#) Appoint Nadine Baker as an Alternate Member on the Environmental Advisory Board.

Attachments: [Application and Backup](#)

- P. [19-1337](#) Approval of Minutes for the September 17, 2019 Special Meeting, September 19, 2019 Special Meeting, October 3, 2019 Special Meeting, October 8, 2019 Regular Meeting, and October 22, 2019 Regular Meeting.

Attachments: [09-17-2019 Meeting](#)

[09-19-2019 Minutes](#)

[10-03-2019 Minutes](#)

[10-08-2019 Minutes](#)

[10-22-2019 Minutes](#)

5. PUBLIC HEARINGS:

ORDINANCE - Second Reading

- A. [ORD. NO. 2019-01](#) An Ordinance of the City of North Port, Florida, Amending the Code of the City of North Port, Florida, Related to Right-Of-Way Use Permits, Building Permits, and Certain Shed Permits and Fees, by Amending Section 70-24 – Administration, Permits, and Appendix A – City Fee Structure, Section K – Road and Drainage Fees; Revoking the Direction Provided in Resolution No. 2018-R-28; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date

Attachments: [Ordinance 2019-01 Second Reading](#)

[Ordinance 2019-01 First Reading](#)

[Request for Legal Services dated December 20, 2018](#)

[Response to Request for Legal Services dated September 19, 2019](#)

[Resolution - 2018-R-28](#)

ORDINANCE - First Reading

- B. [ORD. NO. 2019-48](#) An Ordinance of the City of North Port, Florida, Amending the Non-District Budget for Fiscal Year 2018-19 by Providing for Changes related to Fleet Management, Self Insurance and Employee Benefits; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Attachments: [Ordinance No. 2019-48 Second Reading](#)
[2019-48 Exhibit A Second Reading](#)
[2019-48 Fund Balance Reports for Self Insurance and Employee Benefits Fund](#)
[Ordinance No. 2019-48 First Reading](#)
[2019-48 Exhibit A First Reading](#)
[2019-48 Fund Balance Reports for Self Insurance and Employee Benefits Fund](#)

6. GENERAL BUSINESS:

- A. [CC SAP-19-237](#) Discussion and Possible Action to Award Funds from the Special Event Assistance Program to Hope for North Port to Cover the Costs of City Fees and/or Resources Associated with the November 28, 2019, Free Thanksgiving Meal Event.

Attachments: [Application for Assistance](#)
[Resolution 2018-R-17, adopted Special Event Assistance Program Application](#)

- B. [CC SAP-19-230](#) Discussion and Possible Action to Award Funds from the Special Event Assistance Program to Cranberry Elementary PTO to Cover the Costs of City Fees and/or Resources Associated with the February 1, 2020, Cranberry Cougars 5K Event.

Attachments: [Application for assistance](#)
[Resolution 2018-R-17, adopted Special Event Assistance Program Application](#)

- C. [19-1287](#) Discussion and Possible Action Regarding the City's Potential Participation in the Negotiation Class for the National Opioid Litigation, In re: National Prescription Opiate Litigation, MDL No. 2804 (N.D. Ohio).

Attachments: [Class Action Notice](#)

- D. [19-1290](#) Discussion and Possible Action Regarding the Beautification & Tree/Scenic Highway Committee

Attachments: [2019 Tracking Spreadsheet](#)

- E. [19-1318](#) Discussion and Possible Action Regarding Regulating Sales of Tobacco and Vaping Products

Attachments: [Student Letters](#)
[Tobacco 21](#)

- F. [19-1326](#) Discussion and Possible Action Regarding 2020 Convocation of Governments Based on the Interlocal Agreement for School Facility Planning

Attachments: [Letter from Sarasota County Schools Dated 101518 re January 18 2019 Convocation Agenda 2019](#)
[Convocation Agenda 2019](#)
[Convocation Agenda 2018](#)
[Convocation Agenda 2017](#)

- G. [19-1311](#) Discussion and Possible Action Regarding Possible Charter Referendum

Attachments: [2018 Charter Adopted at Referendum adopted in 2018](#)
[Charter Review Advisory Board Action Report, July 2018](#)
[CRAB Recommendation 103119 Memorandum](#)

- H. [19-1324](#) Discussion and Possible Action Regarding Creation and Storage of Standard Operating Procedures and Policies

- I. [19-1301](#) Discussion and Possible Action Regarding the Districts and Commission Regular Meeting Schedule for 2020.

Attachments: [2020 Proposed Schedule](#)

- J. [19-1304](#) Discussion and Possible Action Regarding the Commission Board and Committee Assignments for 2019-2020.

Attachments: [2018-2019 Commission Board and Committee Assignments](#)
[2019-2020 Commission Board and Committee Assignments draft](#)

- K. [19-1302](#) Discussion and Possible Action Regarding the Special Meeting Schedule for 2020.

Attachments: [2020 Proposed Schedule](#)

- L. [19-1370](#) Discussion and Possible Action Regarding Planning and Zoning Advisory Board Member Comments.

- M. [19-1291](#) Election of Mayor and Vice Mayor

7. PUBLIC COMMENT:

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8. COMMISSION COMMUNICATIONS:

- A. [19-1345](#) Commission Luke's Communication
- B. [19-1346](#) Vice Mayor McDowell's Communication
- C. [19-1347](#) Mayor Hanks' Communication

- D. [19-1348](#) Commissioner Carusone's Communication
- E. [19-1349](#) Commissioner Emrich's Communication

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.