



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes City Commission Regular Meeting

### **CITY COMMISSIONERS**

*Alice White, Mayor*

*Phil Stokes, Vice Mayor*

*Pete Emrich, Commissioner*

*Barbara Langdon, Commissioner*

*Debbie McDowell, Commissioner*

### **APPOINTED OFFICIALS**

*Jerome Fletcher, City Manager*

*Michael Golen, Interim City Attorney*

*Heather Faust, City Clerk*

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Tuesday, October 22, 2024

10:00 AM

City Commission Chambers

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### **CALL TO ORDER**

Mayor White called the meeting to order at 10:00 a.m.

### **ROLL CALL**

**Present:** 5 - Commissioner Pete Emrich, Commissioner Debbie McDowell, Mayor Alice White, Vice Mayor Philip Stokes and Commissioner Barbara Langdon

### **Also Present:**

City Manager Fletcher, Interim City Attorney Golen, Assistant City Clerk Powell, Board Specialist Bodmer, Fire Chief Titus, Police Captain King, Application Development Manager Gore, Finance Director Williams, Performance & Accountability Officer Griffin, Assistant Public Works Director Wisner, Development Services Director Ray, Assistant Director of Development Services Barnes, Human Resources Manager Hope, and Deputy City Manager Yarborough

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Gail West.

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

Mayor White requested a motion.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to approve the agenda as presented. The motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

### **2. PUBLIC COMMENT:**

In person public comment:

Robin San Vicente: Spoke to Emergency Management and the Spring Haven Drive expansion.

John Rawling: Spoke to the Emergency Operation Center and North Port progress.

### **3. ANNOUNCEMENTS**

**A. [24-0219](#)** Announcement of Current Advisory Board and Committee Vacancies

Mayor White announced the item and called on the Assistant City Clerk to read the announcements.

Mr. Powell read the announcements into the record.

### **4. CONSENT AGENDA:**

Mayor White announced the item and queried the City Manager regarding items pulled from the consent agenda for discussion.

There was no public comment.

Mayor White requested a motion.

***A motion was made by Commissioner Langdon, seconded by Commissioner McDowell, to approve the consent agenda with the exception of Item No. 24-1380 being pulled for discussion. The motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

**A. [24-1275](#)** Approve the Eighth Amendment to Construction Manager at Risk Contract No. 2023-17.002 for Construction Services Contract, Phase II With Halfacre Construction Company in the Amount of \$78,097.63, for Hurricane Ian Repairs at Pine Park.

***This item was approved on the consent agenda.***

**B. [24-1329](#)** Approve the Ninth Amendment to Construction Manager at Risk Contract No. 2023-17.002 for Construction Services Contract, Phase II With Halfacre Construction Company in the Amount of \$21,783.93, for Hurricane Ian Repairs at Hope Park.

***This item was approved on the consent agenda.***

**C. [24-1331](#)** Approve the Corrected First Amendment to the Subrecipient Agreement Between Sarasota County, Florida, and the City of North Port, Florida, for Greenwood Avenue Sidewalk Construction, Extending the Timeline to September 30, 2025, and Authorize the City Manager or the Mayor, as Applicable Under the City Charter, to Execute all Funding Documents After Legal Review.

***This item was approved on the consent agenda.***

**D. [24-1380](#)** Approve the Cybersecurity and Infrastructure Security Agency (CISA) Cybersecurity Assessments Rules of Engagement Agreement and Provide CISA With Express Approval to use the City Seal in Furtherance of the

Agreement.

Mayor White announced the item.

Commissioner McDowell spoke to the item.

There were no questions and discussion.

There was no public comment.

**A motion was made by Commissioner McDowell, seconded by Commissioner Langdon, to approve the Cybersecurity and Infrastructure Security Agency (CISA) cybersecurity assessments rules of engagement agreement denying the use of the city seal within the agreement.**

Commission questions and discussion took place regarding usage of City seal.

**The motion failed on the following vote with Mayor White, Commissioner Langdon, Vice Mayor Stokes dissenting due to recommendation by IT:**

**Yes:** 2 - Commissioner Emrich and Commissioner McDowell

**No:** 3 - Mayor White, Vice Mayor Stokes and Commissioner Langdon

**A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to approve Item No. 24-1380 as presented. The motion carried on the following vote: Commissioner McDowell dissenting due to not following policy:**

**Yes:** 4 - Commissioner Emrich, Mayor White, Vice Mayor Stokes and Commissioner Langdon

**No:** 1 - Commissioner McDowell

**E. [24-1400](#)** Approve the Tenth Amendment to Construction Manager at Risk Contract No. 2023-17.002 for Construction Services Contract, Phase II With Halfacre Construction Company in the Amount of \$228,103.95, for Hurricane Ian Repairs at Atwater Park.

***This item was approved on the consent agenda.***

**F. [24-1406](#)** Approve the Eleventh Amendment to Construction Manager at Risk Contract No. 2023-17.002 for Construction Services Contract, Phase II With Halfacre Construction Company in the Amount of \$318,101.31, for Repairs/Replacement of the Myakkahatchee Bridge and Observation Deck at the Environmental Park.

***This item was approved on the consent agenda.***

**G. [24-1433](#)** Accept the Cash Receipts Summary Report for August 2024.

***This item was approved on the consent agenda.***

**H. [24-1443](#)** Approve the National Emergency Dislocated Worker Grant Worksite Agreement With Suncoast Workforce Board, Inc. dba CareerSource Suncoast.

*This item was approved on the consent agenda.*

- I. [24-1450](#) Approve the September 11, 2024 Commission Special Meeting Minutes

*This item was approved on the consent agenda.*

- J. [24-1451](#) Approve the September 10, 2024 Commission Regular Meeting Minutes

*This item was approved on the consent agenda.*

- K. [24-1452](#) Approve the August 6, 2024 Commission Special Meeting Minutes

*This item was approved on the consent agenda.*

- L. [24-1382](#) Approve the NeoGov Services Agreement V050724 Between PowerDMS, Inc. and the City of North Port for a Total Estimated Cost of \$3,219.45.

*This item was approved on the consent agenda.*

## **5. GENERAL BUSINESS:**

- A. [24-1458](#) Discussion and Possible Action Regarding Status Update Relating to the North Port Art Guild Lease of City Property on Sam Shapos Way.

Mayor White announced the item.

Mr. Fletcher introduced the item.

Gail West and Board Members, North Port Art Guild, spoke to use of the Scout House, demolition of current North Port Art Center, designation of the green area near the art center as additional parking, strategic plan, support from the city, and community outreach.

In person public comment:

Catherine Beausoleil: Spoke to being the founder of the North Port Art Center and City's cooperation.

Mr. Fletcher spoke to the North Port Art Center's current footprint and parking issues.

Commission questions and discussion took place regarding history of the Scout House, dual use, timing conflicts, cost factor, current property usage, nonprofits, fundraising progress, current building money saved, current buildings history, donations, potential lease, potential parking solutions, parks maintenance, multi-purpose field, potential revenue, and timeline.

Mayor White requested a motion.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to direct staff to work with the art center and bring back details and documentation to lease the Scout House as well as the existing land the art center sits on. The motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

**6. PRESENTATIONS: TIME LIMIT OF 15 MINUTES:**

A. [24-1462](#) Presentation on the City of North Port's Performance Dashboards.

Mayor White announced the item.

Mr. Fletcher introduced the item.

Ms. Griffin provided a presentation including purpose of the dashboards, performance dashboards by departments, strategic pillars, and dashboard demonstration.

Commission questions and discussion took place regarding transparency, data on the dashboards, user groups, user interface, resident input, outdated information, and cost for staff to update.

There was no public comment.

Recess was taken from 11:40 a.m. to 11:50 a.m.

**7. PUBLIC HEARINGS:**

**RESOLUTION - Continued:**

F. [RES. NO. 2024-R-59](#) A Resolution of the City Commission of the City of North Port, Florida, Stating That the City Has No Objection to Proposed Legislation Amending Chapter 2004-456, Laws of Florida, Which Creates and Governs the West Villages Improvement District; Providing for Incorporation of Recitals; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Mayor White announced the item and called on the Assistant City Clerk to read by title only.

Mr. Powell read the Resolution by title only.

Mr. Fletcher introduced the item.

Commission questions and discussion took place regarding other district agreements and total acreage.

There was no public comment.

Mayor White closed the public hearing and requested a motion.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to adopt Resolution No. 2024-R-59 as presented. The motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

**RESOLUTION:**

- A. [RES. NO. 2024-R-57](#) A Resolution of the City Commission of the City of North Port, Florida, Adopting City Commission Policy No. 2024-01 Related to the Debt Management Policy; Providing for Incorporation of Recitals; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Mayor White announced the item and called on the Assistant City Clerk to read by title only.

Mr. Powell read the Resolution by title only.

Mr. Fletcher introduced the item.

Jeremy Niedfeldt, PFM Advisors, provided a presentation including debt management policy, summary of policy changes, governmental fund, debt affordability measures, historical debt affordability metrics, governmental fund historical trend, and debt affordability measures.

Commission questions and discussion took place regarding impact of future debt, capacity of borrowing limits, fiscally responsible debt management, industry standard, rate cut, annual debt services versus semi-annual debt services, debt clarification, debt enhancement, variable debt rate, limits on non-emergency debt, board versus committee, charter referendum, and second reading requirement.

In person public comment:

David Duval: Spoke to making amendments to items already passed and fiscal responsibility.

Chuck English: Spoke to the debt management policy.

Susan Balmer: Spoke to educating the public.

Robin San Vicente: Spoke to implementing more detailed language into the policy.

Mayor White closed the public hearing and requested a motion.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to continue Resolution No. 2024-R-57 to a second reading on November 4, 2024.***

Commission questions and discussion continued regarding amendment.

***A motion to amend was made by Commissioner McDowell, seconded by Commissioner Langdon, to direct staff to clarify before second reading that the debt service coverage is annual and any time it is referenced to be "at least" that it says "of at least blank of the revenue."***

Commission questions and discussion continued regarding annual timeline and revenue.

***The motion to amend carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

***The main motion as amended carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

Recess was taken from 1:02 p.m. to 1:47 p.m.

**ORDINANCE - First Reading:**

- B. [ORD. NO. 2024-10](#) An Ordinance of the City of North Port, Florida, Amending Section 2-420 of the Code of the City of North Port, Florida, Regarding Public-Private Partnerships (P3); Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

Mayor White announced the item and requested a motion to direct the Assistant City Clerk to read by title only.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to direct the Assistant City Clerk to read the Ordinance by title only. The motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

Mr. Powell read the Ordinance by title only.

Mr. Yarborough introduced the item.

Commission questions and discussion took place regarding submission and costs, process requirements, fee timeline and options, Commission and City Manager roles, qualifying process, pros and cons inclusion, scrivener's error relating to the date, solicited versus unsolicited review, and opportunity costs.

In person public comment:

Robin San Vicente: Spoke to Public Private Partnership (P3) partnership.

Mayor White closed the public hearing and requested a motion.

***A motion was made by Commissioner Langdon, seconded by Commissioner Emrich, to continue Ordinance No. 2024-10 to second reading on November 12, 2024.***

Commission questions and discussion continued regarding amendment.

***A motion to amend was made by Commissioner McDowell, seconded by Vice Mayor Stokes, to add language to line 86 stating the proposal should or should not proceed.***

Commission questions and discussion continued language modification.

***The motion to amend failed on the following vote:***

**Yes:** 2 - Commissioner McDowell and Mayor White

**No:** 3 - Commissioner Emrich, Vice Mayor Stokes and Commissioner Langdon

***The main motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

- C. [ORD. NO. 2024-37](#) An Ordinance of the City of North Port, Florida, Establishing the Debt Management Advisory Committee; Amending the Code of the City of North Port, Florida, Chapter 4 - Boards and Committees, to Create Article XI - Debt Management Advisory Committee; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

Mayor White announced the item and requested a motion to direct the Assistant City Clerk to read by title only.

***A motion was made by Commissioner Langdon, seconded by Commissioner Emrich, to direct the Assistant City Clerk to read the Ordinance by title only. The motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

Mr. Powell read the Ordinance by title only.

Mr. Yarborough introduced the item.

Ms. Wisner provided a presentation including development of a debt management policy and committee, committee composition, member appointment, member term, powers and duties, and recommended action.

Commission questions and discussion took place regarding voting privileges, member residential requirements, and lack of quorums.

There was no public comment.

Mayor White closed the public hearing and requested a motion.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to continue Ordinance No. 2024-37 to second reading on November 4, 2024.***

Commission questions and discussion continued regarding voting authority.

***A motion to amend was made by Commissioner McDowell, seconded by Vice Mayor Stokes, to direct staff to review and include voting and non-voting criteria within the ordinance, prior to second reading.***

***The motion to amend failed on the following vote:***

**Yes:** 1 - Commissioner McDowell

**No:** 4 - Commissioner Emrich, Mayor White, Vice Mayor Stokes and Commissioner Langdon

***The main motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

### **ORDINANCE - Second Reading:**

- D. [ORD. NO. 2024-32](#) An Ordinance of the City of North Port, Florida, Amending the Code of the City of North Port, Florida, Appendix A-City Fee Schedule; Amending



Development Services Fees, including Building, Development Review, Planning and Zoning, and Natural Resources Fees, to Correspond with the New Unified Land Development Code; Providing for Findings; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Mayor White announced the item and called on the Assistant City Clerk to read by title only.

Mr. Powell read the Ordinance by title only.

Mr. Yarborough introduced the item.

There were no Commission questions or discussion.

In person public comment:

Robin San Vincente: Spoke to the tree fund.

Commission questions and discussion took place regarding square feet clarity and zoning compliance.

Mayor White closed the public hearing and requested a motion.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner McDowell, to adopt Ordinance No. 2024-32 as presented.***

***A motion to amend was made by Commissioner McDowell, seconded by Vice Mayor Stokes, to add language to the environmental mitigation fee in lieu of tree mitigation per tree stating "\$8000 per 15000 square feet."***

Commission questions and discussion continued regarding the average per tree, tree calculation, and tree surveys.

***The motion to amend carried on the following vote with Commissioner Langdon and Vice Mayor Stokes dissenting due to staff's original work was sufficient:***

**Yes:** 3 - Commissioner Emrich, Commissioner McDowell and Mayor White

**No:** 2 - Vice Mayor Stokes and Commissioner Langdon

***The main motion carried on the following vote with Commissioner McDowell dissenting due to lack of changes from first reading and changing fees without justification:***

**Yes:** 4 - Commissioner Emrich, Mayor White, Vice Mayor Stokes and Commissioner Langdon

**No:** 1 - Commissioner McDowell

**E.** [ORD. NO. 2024-39](#)

An Ordinance of the City of North Port, Florida, Adjusting the Base Salary Rate Formula; Amending the Code of the City of North Port, Florida, Section 2-23 - Declaration of Salary; Payment; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

Mayor White announced the item and called on the Assistant City Clerk to read by title only.

Mr. Powell read the Ordinance by title only.

Mr. Yarborough introduced the item.

Commission questions and discussion took place regarding population statue and salary increase.

In person public comment:

David Duval: Expressed opposition of the item.

John Rawlings: Expressed support of the item.

Mr. Powell read the following public comment cards into the record:

Art Bilski: Expressed opposition of the item.

Jeffrey Price: Expressed opposition of the item.

Dawn Cassells: Expressed opposition of the item.

Bill Keast: Expressed opposition of the item.

Mayor White closed the public hearing and requested a motion.

***A motion was made by Commissioner Langdon, seconded by Vice Mayor Stokes, to adopt Ordinance No. 2024-39 with the following changes that are additions that we use the state formula at time of first reading and use North Port population numbers.***

Commission questions and discussion continued regarding the salary formula and payroll conflicts.

***Vice Mayor Stokes withdrew his second.***

***The motion was restated by Commissioner Langdon, seconded by Vice Mayor Stokes, to adopt Ordinance No. 2024-39 using the \$7,500 starting after November 5, 2024 as the base and moving to \$9,000 in 2025 as the base and using North Port population figures. The motion carried on the following vote with Commissioner McDowell dissenting due to increase being high:***

**Yes:** 4 - Commissioner Emrich, Mayor White, Vice Mayor Stokes and Commissioner Langdon

**No:** 1 - Commissioner McDowell

**GENERAL BUSINESS - Continued:**

**B. [24-0519](#)** Discussion and Possible Action Regarding Advisory Board Recommendation Memorandums Including 1. Historic and Cultural Advisory Board - City Interest in Designation of Historical Sites and Designation of Specific Homes as Historical Sites for Preservation

Mayor White announced the item.

Mr. Powell introduced the item.

Commission questions and discussion took place regarding further information, historical significance, house number 10 information, and history of the city.

There was no public comment.

Mayor White requested a motion.

***A motion was made by Commissioner McDowell, seconded by Commissioner Langdon, to direct the staff liaison to send a memo to the Historical and Cultural Advisory Board (HCAB), copying the Commission, seeking additional information for the memo dated September 11, 2024 on reasons for Biscayne Plaza and specific homes and to share the minutes from the March 3, 2022 Commission meeting with the HCAB seeking validation for the turpentine dock and railroad. The motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

**C. [24-1407](#)** Discussion and Possible Action Regarding the Annexation of Ortiz Boulevard (Requested by Commissioner Langdon).

Mayor White announced the item.

Mr. Powell introduced the item.

Commission questions and discussion took place regarding annexation, word clarification, sewage, property desirability, and extending water lines.

There were no Commission questions or discussion.

In person public comment:

Robin San Vicente: Spoke to Warm Mineral Springs.

**D. [24-1466](#)** Discussion and Possible Action Regarding Approval of the September 9, 2024, Commission Budget Workshop Meeting Minutes

Mayor White announced the item.

Mr. Powell introduced the item.

There were no Commission questions or discussion.

There was no public comment.

Mayor White requested a motion.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to approve the September 9, 2024 meeting minutes as presented with the recommended changes. The motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

**E. [24-1489](#)** Discussion and Possible Action Regarding Property Owner Notification of the new Unified Land Development Code and Official Zoning Map

Mayor White announced the item.

Mr. Fletcher introduced the item.

Commission questions and discussion took place regarding costs, Accela, notifying residents of the rezoning, post cards, and amount of parcels affected.

In person public comment:  
Robin San Vicente: Spoke to recent post cards.

Mayor White requested a motion.

***A motion was made by Vice Mayor Stokes, seconded by Commissioner Emrich, to approve the endorsement of the Development Services Department's recommended notification plan. The motion carried on the following vote:***

**Yes:** 5 - Commissioner Emrich, Commissioner McDowell, Mayor White, Vice Mayor Stokes and Commissioner Langdon

**8. PUBLIC COMMENT:**

In person public comment:  
Robin San Vicente: Spoke to emergency services during the hurricane response.

**9. COMMISSION COMMUNICATIONS:**

- A. [24-0247](#) Commissioner Langdon's Communications  
Commissioner Langdon did not provide a report.
- B. [24-0266](#) Commissioner McDowell's Communications  
Commissioner McDowell did not provide a report.
- C. [24-0298](#) Commissioner Emrich's Communications  
Commissioner Emrich did not provide a report.
- D. [24-0317](#) Mayor White's Communications  
Mayor White did not provide a report.
- E. [24-1483](#) Vice Mayor Stokes' Communications  
Vice Mayor Stokes did not provide a report.

**10. ADMINISTRATIVE AND LEGAL REPORTS:**

Mr. Fletcher did not provide a report.  
Mr. Golen did not provide a report.  
Mr. Powell did not provide a report.

**11. ADJOURNMENT:**

Mayor White adjourned the meeting at 3:54 p.m.

City of North Port, Florida

By: \_\_\_\_\_

Alice White, Mayor

Attest: \_\_\_\_\_  
Heather Faust, City Clerk