



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes City Commission Special Meeting

CITY COMMISSIONERS

Vanessa Carusone, Mayor
Linda M. Yates, Vice-Mayor
Christopher B. Hanks, Commissioner
Jill Luke, Commissioner
Debbie McDowell, Commissioner

APPOINTED OFFICIALS

Peter Lear, City Manager
Amber L. Slayton, City Attorney
Patsy Adkins, City Clerk
Kathryn Peto, Deputy City Clerk

Monday, April 16, 2018

9:00 AM

CITY COMMISSION CHAMBERS

NOTE: This is a draft copy of the minutes of the 4-16-18 City Commission Special Meeting, has not been approved by the Commission and is subject to change.

CALL TO ORDER/ROLL CALL

The North Port City Commission Special Meeting was called to order at 9:03 a.m. in City Chambers by Mayor Carusone.

Present: Mayor Carusone; Vice-Mayor Yates; Commissioners, Hanks, Luke and McDowell, City Manager Lear; City Attorney Slayton; City Clerk Adkins; Recording Secretary Hale and Interim Police Chief Morales.

The Pledge of Allegiance was led by the Commission.

1. APPROVAL OF AGENDA – COMMISSION

A motion was made by Commissioner McDowell, seconded by Commissioner Luke, to approve the Agenda. The motion carried by the following vote:

Yes: 5 - Mayor Carusone, Vice-Mayor Yates, Commissioner Hanks, Commissioner McDowell and Commissioner Luke

A motion was made by Commissioner McDowell, seconded by Commissioner Luke, to suspend the meeting rules. The motion carried by the following vote:

Yes: 5 - Mayor Carusone, Vice-Mayor Yates, Commissioner Hanks, Commissioner McDowell and Commissioner Luke

2. PUBLIC COMMENT:

Public comment was held 9:06 a.m. - 9:14 a.m.

Joan Morgan: need for a pool.

Joseph Majorino: aquatic park revenue and expenses.

Kevin Rouse: pool discounts for North Port residents.

Discussion ensued: (1) it was explained that the addition of amenities generates greater revenue that helps to offset operational costs.

3. DISCUSSION ITEM:**A. [18-222](#)****Proposed North Port Aquatic Center Business Plan**

City Manager Lear, General Services Director Pfundheller, Parks and Recreation Manager Wisner gave an overview of the item. Mark Hatchel of Kimley-Horn & Associates and Scott Hester of Counsilman-Hunsaker provided a PowerPoint presentation.

Discussion ensued: (1) the pre-bid meeting is today; (2) the Demographic Overview captures a 25-mile radius around North Port; (3) the National median income is \$53,000, and North Port is within 91% - 107% of the National average; (4) Sunsplash in Lee County is not included in the comparison due to the drive time; (5) the local YMCA has a \$3 daily pass for swimming, and the membership is approximately \$200 per year; (6) it was explained that the Selby Aquatic Center admission price is for use of all amenities, not just the pool; (7) the Englewood and Venice pools do not have play areas; (8) four Operating Schedule options, ranging from traditional times to a year-round facility were explained; (9) geo-thermal heating for only the lap-pool is \$300,000 and is included in the project, heating both pools would be double that amount; (10) ongoing operational costs for a fully heated facility would be very expensive; (11) the geo-thermal pool allows to heat or cool the pool; (12) it was suggested to have the facility open for a year and then decide times of operation based on use; (13) it was noted that other facilities adjust operational hours based on usage; (14) it was clarified that the bulkhead will allow for lap lanes and recreational use simultaneously; (15) there are two diving boards for the lap pool; (16) operating assumptions were explained for keeping the pools filled all year; (17) recreational attendants will check people in, take payments, concessions and make reservations; (18) the \$12.89 rate of pay for a recreational attendant will go up slightly to match pay for the Morgan and Mullen Center; (19) lifeguard pay will be \$13 - \$15 and was recently reviewed; (20) concern was expressed with a roll-over in staff with part-time employees returning to school; (21) employees will need to be cross-trained and be able to perform different tasks when seasonal use decreases; (22) there will be four year-round, full-time positions and that the remainder will be a mix of seasonal full-time and part-time; (23) it was explained that a supervisor is responsible for operations and an assistant supervisor works on programs and services; (24) if the pool operates seven days a week, in excess of 40 hours then an assistant supervisor will need to come in once the supervisor has put in 40 hours; (25) the number of employees needed will be determined by the hours of operation and seasonal availability of the whole facility; (26) once training and base programs are established, costs should go down; (27) base programs can include swimming lessons, diving, water polo and aquatic exercises; (28) the facility fully operational would have approximately 40 employees; (29) lifeguards would be rotated to have four 20-minute stations; (30) the supervisor will be out and about determining programming and monitoring the facility; (31) there will be video monitoring cameras at multiple locations as well as eyes-on-deck from the lifeguards; (32) the diving boards are fenced off from the kid center; (33) if only the competition pool is open the

number of employees needed is approximately five; (34) depending on the number of people for a special swim meet, the remainder of the facility may be shut down during the event; (35) facilities typically schedule events outside of seasonal recreational high demand times; (36) large competitions have 250-300 swimmers that last three to four hours; (37) larger competitions with 300-400 swimmers have five to six-hour swim meets; (37) the comfort level for full facility capacity is 600 people; (38) there are light poles along the parking area; (39) concern was expressed there isn't adequate lighting for the pool; (40) staff will review the positioning of lights with the project manager; (41) it was noted that the facilities may be used as a school event for project graduation; (42) when the facility is rented for a scheduled swim meet, the use of lifeguards would be considered and included in an agreement; (43) it was noted that the facility should remain operational while the pool is being used for a standard meet; (44) it was explained that some tournaments have an expectation that the facility will be exclusive use during their event.

PUBLIC COMMENT:

Joan Morgan: levels of competition, training lifeguards and school parking.

Discussion continued: (1) a small competition is 80-120 swimmers and runs two to four hours; (2) the recreational side of the facility can be open during small competitions; (3) it was noted that large competitions are only held a couple of days per year; (4) it was explained that the competition rentals for the pool will be by the hour; (5) there are different types of agreements that can be used to offset fees; (6) personnel expenses based on the four options range from \$330,000 to \$1,200,000; (7) operating expenses including personnel costs based on the four options were provided, ranging from \$855,000 to \$1,800,000; (8) it was explained the difference in cost for personnel will be based on extending use of the facility beyond a regular season; (9) an insurance allotment was not included for the aquatic center because the City is self-insured; (10) it was suggested that Staff: [a] research self-insured municipalities to determine a budgeted amount for potential claims; [b] review current insurance policies for adequate coverage; (11) non-resident rates are for everyone outside of North Port; (12) family rate is based on two adults and two children; (13) there is an add-on rate for a third child; (14) it was suggested that the interpretation of "family" be fluid; (15) a suggestion was made to add a senior rate equal to the child rate for the daily admission; (16) it was noted that Sunsplash offers an early bird purchase pass and the City should offer something similar; (17) the proposed fee structure is based on full usage of the facility; (18) the price of seasonal passes can be adjusted for the different seasons; (19) the average expenditure per person at this type of facility is \$5.50 to \$6 per person; (20) it was noted that similar facilities determine adult rates based on height; (21) it was noted that the recapture rate is reduced for a facility open year-round; (22) based on industry standards, rental fees in addition to regular admissions were included in the projected revenue; (23) admission rates of \$8 to \$20 will reimburse approximately half of the costs and up to 100%; (24) it was explained the higher entry rate will reduce attendance; (25) a \$10 admission rate is reasonable compared to the Escape Room which costs \$24, and the cost of a movie theater ticket; (26) it was noted that the projected revenues include typical concession items like hot-dogs, pizza and popcorn; (27) outsourcing concessions can be an option; (28) it was noted that costs include a recreational attendant on-site working concessions; (29) seasonal and annual passes were calculated into the projected revenue; (30) the pros and cons of using a third-party operator were explained; (31) it was noted that other area pools are operated by the county or the YMCA.

Recess 11:04 a.m. - 11:26 a.m.

Discussion continued: (1) it was noted there is a good response to the pre-bids and that the bid opening is May 1, 2018; (2) it was explained that the lighting at the facility will be

lit at night and meets the City Code; (3) there is a four-foot fence that separates the recreational amenities from the competitive pool, allowing both sides to operate independently during competitions; (4) temporary fencing can be put around the pavilion area for use by the competitive pool if needed, and that fencing is not recommended when the recreational area isn't in use; (5) it was noted that sales tax can be included in the admission; (6) prices in the presentation do not include sales tax; (7) other local facilities charge admission plus sales tax; (8) for safety reasons food and beverages cannot be brought in to the facility and is not typically allowed; (9) it was noted that drinking fountains are available inside the facility; (10) for events that rent the facility they could provide their own food as allowed by the Health Department, if the Commission approves; (11) food options and the differences were discussed; (12) it was noted that some facilities offer "cooler passes" with seasonal and annual passes; (13) the concession stand will offer small snack items and candy bars; (14) it was explained that it's easy to add privileges, but hard to take them away; (15) there is a cold-water spa area with jets near the umbrella at the lazy river; (16) fencing with gates can be added to the interior to help with the flow between the two pools; (17) safety concerns were expressed in favor of temporary fencing rather than permanent fencing; (18) it was suggested to move the fence to allow the umbrella area in the competitive pool area; (19) permanent fencing is recommended for the swimming pool; (20) a suggestion was made to use temporary fencing in some areas to see if a permanent fence will be needed; (21) gates can be added at certain points in the fence to allow for access on certain occasions; (22) it was recommended to use permanent fencing around the pools for safety and security; (23) the deck area around the competitive pool has plenty of room to accommodate people attending events; (24) the estimated longevity of the pool is 30 years with regular maintenance.

PUBLIC COMMENT:

Kevin Rouse: more public input on pool.

Discussion continued: (1) the money being spent on the project is from sales tax; (2) there have been five Commission meetings on this topic, two were during the day and three were held in the evening; (3) many from the public have participated through social media, emails, phone calls and attended meetings; (4) it was noted that the City of North Port is a representative form of government and not everything will go back to a referendum; (5) the majority of correspondence received about the pool has been positive; (6) it was explained that at a regular or special meeting the Commission can take action, vote and move forward on items; (7) workshops are specifically for the Commission to have conversations that can be taken back to a regular or special meeting; (8) it was noted there is less public attendance at workshops than other meetings; (9) at any Commission meeting public comment for any topic is always welcomed and encouraged; (10) the next Commission meeting is April 24, 2018; (11) the decisions made by the Commission are attributes that improve the quality of life in North Port; (12) it was suggested that if very large meets occur, the Commission can decide how to handle opening the recreational area at that time; (13) it was noted that an entity could ask to reserve the competitive pool and that the aquatic center be closed; (14) concerns were expressed with Sarasota County using the North Port pool as part of an inter-local agreement, and the YMCA with the Sharks program from Venice; (15) it was suggested an event requesting to shut down the aquatic center during a competitive meet must have Commission approval.

There was a consensus that the intent is to keep both the aquatic center and the pool open at the same time, and if there is a requirement for shutting down the aquatic park, it will come before the Commission.

Discussion continued: (1) it was noted that school swim meets are typically August

through November; (2) it was suggested to go with option one and two for the first year and add additional time, if needed; (3) water polo spring session is February through May; (4) a suggestion was made to go with option three to offer year-round lap swimming; (5) offering year-round lap swimming would be competing with the YMCA at Dallas White Park; (6) Sarasota County has informed the YMCA they do not intend on continuing funding for the Dallas White pool past 2019; (7) it was noted that an investment was made for the geo-thermal heating of the pool, and that the pool should be kept open all year.

There was a consensus to make sure that the pool is used year-round.

Discussion continued: (1) it was recommended to have the aquatic center open: [a] weekends only April 1 through May 24; [b] open every day May 25 to September 5; [c] weekends only September 6 through October 31; [d] closed November 1 through March 31; (2) the recreational side should stay open because of the Atlanta Braves Stadium opening and snowbirds attending in the winter; (3) it was noted that other local facilities close between October and April; (4) it was suggested to not be date specific and work with actual holidays.

There was a consensus that the recreational area will be open every weekend in April and May, and the full complex will be open approximately Memorial Day to Labor Day, after Labor Day, weekends only until approximately October 31.

Discussion continued: (1) a suggestion was made that surveys be done to see when the pool should be open; (2) the public will want to see the full facility open year-round, but the actual use and cost has to be justified; (3) it was suggested to have a "Polar Bear Club" weekend in December; (4) rentals and special events for the recreation area can always be considered; (5) it was noted that Sunsplash holds special events and charges a separate fee which goes to programming; (6) special evenings can be added for an additional charge, providing laser lights, rock and roll and movies; (7) later hours should be offered on weekends and during the summer when kids are out of school; (8) the first year needs flexibility before standard hours are set; (9) a standard range of daily operations is eight hours; (10) a suggestion was made to have the aquatic center open for ten hours and let the users determine which hours work best; (11) typically programs are held in the morning and then the facility opens to the public at noon and closes at dark; (12) an option is to offer extended hours once a week for people who work during regular scheduled times; (13) Staff will come back with suggestions for hours of operation; (14) rates could be charged separately for the pool and the recreational area with wristbands given to determine use; (15) rates can be set based on activity times with a mix of activities set at different times; (16) it was noted that during the summer months the full center is open and should have one price point; (17) the rates are typically constant with variations in the scheduled time of activities; (18) it was suggested to have a simplified price structure for what the facility is worth and give a discount to the citizens; (19) a suggestion was made to offer a season pass for options three and four.

There was a consensus to have one rate for use of the whole facility.

Discussion continued: (1) it was recommended to offer a price as a discount; (2) concern was expressed for setting a price and then charging an up-charge on entries.

There was a consensus for a City of North Port resident discount.

There was a consensus for senior pricing to match the child rate, and senior is defined as 65 or older.

Discussion continued: (1) it was suggested to have a Veterans discount and an early-bird advance sale of season passes; (2) a suggestion was made to sponsor a Veteran's Day event.

There was a consensus for a child discount for ages two through twelve, and children under two are free.

Discussion continued: (1) it was suggested that the family pass rate be based on four people within the same household with a small charge for additional children; (2) it was noted that passes will be monitored for use by the registered members only.

There was a consensus that the family pass rate will be based on four people within the same household, with a small upcharge for additional children.

Discussion continued: (1) it was suggested that Veterans be charged the senior rate; (2) duplicate discount rates cannot be applied.

There was a consensus to allow Veterans the same discount as a senior citizen and that the Veteran discount cannot be combined with the senior discount.

Discussion continued: (1) it was noted that children entering the sixth grade can go to the Morgan Center without supervision; (2) children in the sixth grade are approximately 11 years old; (3) the price point is age 13 and that should be the age used for admittance without supervision; (4) kids will be coming over from the school that are age 11; (5) it was suggested to keep it consistent with what the City already does for the Morgan Center.

There was a consensus that children age eleven and up may use the facility unsupervised.

Discussion ensued: (1) it was suggested that the top rate is \$10 and \$8 for a City resident; (2) a suggestion was made to add sales tax on top of the rate because there isn't any control over sales tax; (3) it was noted that the top rate of \$10 may only cover up to half of the costs; (4) additional revenues will be made through rentals; (5) based on the days of operation, a daily capture rate could be between \$3500 and \$7000; (6) a suggestion was made that the adult rate should be \$12; (7) it was noted that the 20% discount would also reduce the child rate; (8) the rates are subject to change after Staff reviews the final numbers.

There was a consensus that the rates will be: \$10 for a non-resident adult, \$8 for a non-resident child, senior or veteran, \$8 for a resident adult, \$6 for a resident child, senior or veteran and adding sales tax on top of the costs.

Discussion continued: (1) it was noted that the recovery rate should be at least 51% - 60%; (2) the cost of annual passes can be decided after Staff has the final numbers; (3) it was suggested to offer a pool pass for snowbirds.

4. PUBLIC COMMENT:

There was no public comment.

5. COMMISSION COMMUNICATIONS:

Commissioner Luke: nothing to report.

Vice-Mayor Yates: nothing to report.

Mayor Carusone: nothing to report.

Commissioner McDowell: nothing to report.

Commissioner Hanks: nothing to report.

6. ADMINISTRATIVE AND LEGAL REPORTS:

City Manager Lear: (1) reported that the tourist development tax is currently being used for the Braves Stadium; (2) Sarasota schools responded that they will consider using the pool for events, but did not want to contribute to capital or maintenance; (6) noted that the funding for the pool is through the surtax.

City Clerk Adkins: (1) suggested scheduling the Commission for an evening charrette regarding the Charter on May 31, 2018; (2) a suggestion was made that tables, with a Recording Secretary present, can be set-up for each Commissioner to answer questions for the public; (3) it was noted that the minutes from the recent workshops regarding the Charter should be on the May 8, 2018 Agenda for Commission approval.

City Attorney Slayton: (1) explained the aggressive schedule: [a] notes will need to be compiled; [b] create Charter in draft form; [c] second reading will be July 24, 2018; [d] Supervisor of Elections needs the referendum ballot language by August 20, 2018; [e] the Commission will be on break in August.

Discussion ensued: (1) a PowerPoint presentation can be provided for the public; (2) it was suggested to have the charrette at the Morgan Center; (3) it was noted that recording capabilities may not be available at the Morgan Center; (4) a suggestion was made to post the draft charrette online for public view and comment for seven to ten days; (5) it was suggested to post the charrette online when the Agenda is posted.

7. ADJOURNMENT:

Mayor Carusone adjourned the North Port City Commission Special Meeting at 1:58 p.m.

City of North Port, Florida

By: _____
Vanessa Carusone, Mayor

Attest: _____
Patsy C. Adkins, MMC, City Clerk

Minutes approved at the City Commission Regular Meeting this ____ day of _____, 2018.