



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes City Commission Workshop

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

Friday, April 20, 2018

9:00 AM

Room 302

Strategic Planning Session

NOTE: This is a draft copy of the 04-20-2018 Commission Workshop Meeting, has not been approved by the Commission and is subject to change.

CALL TO ORDER/ROLL CALL

The North Port City Commission Workshop was called to order at 9:00 a.m. in Conference Room 302 by Mayor Carusone.

Present: Mayor Carusone; Vice-Mayor Yates; Commissioners Hanks, Luke and McDowell; City Manager Lear; Assistant City Attorney Golen; City Clerk Adkins and Recording Secretary Hale.

The Pledge of Allegiance was led by the Commission.

1. PUBLIC COMMENT:

Public Comment was held: 9:10 a.m. - 9:13 a.m.
Hector Munos: community gardens in Activity Centers.

Subsequent to public comment, it was recommended that Mr. Munos contact City Staff and come up with a presentation where these activities could go and what City Codes need to be changed.

Recess 9:18 a.m. - 9:36 a.m.

2. DISCUSSION:

A. [18-232](#)**Strategic Planning**

Christie Nolan, President of Mission Matters, facilitator, moderated an open discussion regarding strategic plans for the City's future growth.

1. What is one strategic question that needs to be answered?
2. What would you like your legacy of service to be?

Mayor Carusone: 1. What to accomplish within the next year. 2. Getting more youth involvement in the government.

Vice-Mayor Yates: 1. What does our community envision in its future? 2. Listening and finding creative solutions to bring everyone together.

Commissioner Luke: 1. What's the next step in advancement for the City that makes you look back at where you come from and where you are as you set the next step? 2. Stayed who I am and I brought balance and cohesiveness to the City.

Commissioner Hanks: 1. Where will our economic development bring us in the next year?

Commissioner McDowell: 1. What is one goal that won't change even though commissions change? 2. A better understanding for citizens of how to be involved and how they can impact government.

City Manager Lear: 1. Where do we see our city in ten years? 2. Improve and maintain employee morale and to be one giant team.

Assistant City Attorney Golen: 1. Implement whatever policies are necessary to reduce possible liabilities to the City. 2. Keep liabilities low and keep away from being sued.

City Clerk Adkins: 1. How can I help Commission reach goals? 2. To be known as ethical and neutral.

I. SETTING THE STAGE: STRATEGIC PLANNING OVERVIEW AND BEST PRACTICES.

The Strategic Planning Overview Page.

Mission and Values (the Mission consists of guideposts that drive activities and the Values indicate how to get there) A Mission Statement should be at the top of every agenda.

Goals (the expected milestones to reach within three to five years. (Should be achievable)

Strategies (how to accomplish goals)

Performance measures (a regular measurement of the status, progress and results of goals)

Annual operating and financial plans (a working document that explains how the strategic plan will be made operational during a given year and who is responsible for its execution)

Vision (the promise for the future of what the City will become and if the overall purpose was achieved.

II STATE OF THE CITY UPDATES: OUR CURRENT SITUATION

City Manager Lear provided a review of the City's accomplishments: (1) Union Contracts; (2) a new Fire Chief; (3) a new Assistant City Manager; (4) a new Police Chief soon; (5) Director Williams will retire soon and his position will be filled; (6) the Salary Survey was completed; (7) the Aquatic Center design; (8) recruitment contracts for Fire and Police Departments; (9) a Utilities Agreement with West Villages for Water and Wastewater is in the final stages; (10) the Braves Agreement; (11) the City reorganization for the budget including senior staff changes; (12) call boxes at all fire and police stations; (13) expanding signature events like Halloween and adding new ones; (14) the adoption of a Parks & Recreation Master Plan; (15) the development of a Warm Mineral Springs Master Plan; (16) a Fire Rescue Management Study is almost complete; (17) Road Bond will be finished the end of May; (18) grant opportunities and the need to have a dedicated staff grant writer; (19) the directed change to make the State of the City address available on social media and the need to find a venue with good acoustics or

updating the Morgan Family Community Center; (20) completion of Fire Station 85; (21) the renovations of the Butler Fields completed; (22) the Complete Streets Ordinance was adopted as well as the Ordinance regarding Medical Marijuana Zoning Districts in the City; (23) the Biscayne Drive road improvements completed; (24) street lights at bus stops completed; (25) some new sidewalks installed; (26) mowing enhancements.

Discussion ensued regarding: (1) the most prevalent concern now is stormwater management and drainage improvements; (2) the Road Bond is in year three of a 25-year program; (3) dredging maintenance of the canals is a separate project from the Road Bond; (4) additional information regarding Hillsborough Boulevard road improvements will be provided; (5) it was stated that the Business Tax Analysis is finished and awaits Commission direction; (6) improvement upgrades in the Information Technology Division are in progress; (7) the software improvements for tracking Public Records requests are in the process of being purchased, and hiring two new Records Techs are in progress; (8) following a brief discussion, it was suggested to schedule a Commission Workshop regarding public records requests and review the Bill that is in place at the State level and make that part of the Commission's Strategic Plan; (9) the Suncoast Technical College Conference Center was listed as another City accomplishment; (10) directional signage to Warm Mineral Springs is completed; (11) an update will be provided regarding the Blueways Phase II; (12) the security lock system is in progress; (13) it was suggested to receive a summary in writing regarding the projects and goals prior to next year's Strategic Planning session.

III. OUR GUIDING PRINCIPLES: CORE VALUES, MISSION AND VISION STATEMENT

CHARACTERISTICS OF "CITY" LEADER: (1) a regional approach in being involved with committees and boards; (2) sharing success stories, ideas and strategies with others; (3) others look to North Port as a model; (4) be involved with Florida League of Cities, the National League of Cities and other local and regional groups; (5) professional trust; (6) serves as a proactive voice for the City; (7) generates economic opportunities through publicity; (8) a high level of civic involvement; (9) City elected officials are approachable; (10) Open minded, creative, flexible; (11) true understanding of needs; (12) respect of different perspectives.

Break 11:15 a.m. - 11:31 a.m.

CORE VALUES

(1) Transparency; (2) Integrity - pride, doing the "right thing"; (3) Respect - trust, integrity; (4) Customer Service - includes all values; (5) Accountability - taking responsibility and making it right; (6) Innovative - stay ahead of curve, proactive, responsive to needs, creative; (7) Responsible - stewardship, obligation; (8) Openness - comfort in approaching staff or Commission; (9) Trust - reliability, honesty, steadfast; (10) Teamwork; (11) Equity, Diversity and Inclusion; (12) Efficiency; (13) Empathy/Compassion.

THREE ESSENTIALS OF CORE VALUES:

Mayor Carusone: Trust, Innovative, Empathy/Compassion.

Vice-Mayor Yates: Trust, Innovative, Empathy/Compassion.

Commissioner Luke: Respect, Customer Service, Accountability.

Commissioner Hanks: Integrity, Trust, Innovative.

Commissioner McDowell: Respect, Accountability, Customer Service.

Assistant City Attorney Golen: Accountability, Trust, Teamwork.

City Manager Lear: Teamwork, Integrity, Openness.

City Clerk Adkins: Transparency, Openness, Accountability.

DEFINE: (1) Accountability - Taking responsibility, taking ownership and making it right, being fiscally sound, good stewards; (2) Integrity - Doing the right thing, ethical; (3) Trust - Reliability, believability, respect, honesty, steadfast; (4) Innovation - staying ahead of the curve, being creative, proactive and progressive.

THE MISSION:

(1) Health; (2) Safety and protection; (3) Welfare services; (4) Quality service; (5) Quality of life; (6) engagement of community; (7) Succeed in life individual and business; (8) Create an environment where others can be successful; (9) Leadership; (10) Professional; (10) Fiscal Responsibility.

THE VISION:

(1) Balanced community, business and residential; (2) Live, work, play and thrive; (3) natural and historic treasures preserved; (4) Viewed as leader in the State; (5) Neighborly "hometown" feeling, close-knit, largest "small" town and preserving that perspective; (6) Maintain a balance of affordability to live here.

IV. IDENTIFY STRATEGIC PLAN PRIORITY AREAS

(1) Infrastructure; (2) Economic development, job creation; (3) Revitalization of older neighborhoods; (4) Parks & recreation; (5) Health and safety; (6) Affordability, growth and development; (7) Historical, cultural and environmental preservation; (8) Administration/operations; (9) Land development, updating codes.

3. PUBLIC COMMENT:

There was no public comment.

4. ADJOURNMENT:

Mayor Carusone adjourned the North Port City Commission Workshop Meeting at 12:28 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.