



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
Kathryn Peto, Interim City Clerk

Thursday, October 4, 2018

11:00 AM

CITY COMMISSION CHAMBERS

NOTE: This is a draft copy of the minutes of the 10-04-2018 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 11:03 a.m. in City Commission Chambers by Mayor Carusone.

Present: Mayor Carusone; Vice-Mayor Yates; Commissioners, Hanks, Luke and McDowell, City Manager Lear; City Attorney Slayton; Interim City Clerk Peto.

The Pledge of Allegiance was led by the Commission.

1. APPROVAL OF AGENDA – COMMISSION

A motion was made by Commissioner Hanks, seconded by Commissioner McDowell, 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

2. PUBLIC COMMENT:

There was no public comment.

3. WELCOME OF NEW EMPLOYEES:

A. [18-652](#) New Employee Recognition

Human Resources Director McDade introduced the City's newest employees in the City Manager's Office, Human Resources, Neighborhood Development Services, Parks and

Recreation, the Police Department and Public Utilities.

5. PRESENTATIONS

A. [18-654](#) Police Department Presentation.

Police Chief Garrison provided a PowerPoint presentation.

Discussion ensued: (1) training for the Assist program may be available in 2019 for the first responders; (2) once the last two open positions are filled the Police Department will be fully staffed; (3) the parking area will be considered during the expansion of the Police Department and may include a parking garage; (4) the Police substation in the West Villages will be addressed in conjunction with the Fire Department. There was no public comment.

B. [18-666](#) Presentation by Thomas Noyes, City of North Port's Representative to the Sarasota County Bicycle/Pedestrian/Trail Advisory Committee.

City of North Port's Representative to the Sarasota County Bicycle/Pedestrian/Trail Advisory Committee Thomas Noyes provided a PowerPoint presentation.

Discussion ensued: (1) a suggestion was made to have Staff review having a crosswalk between the two entrances of Heron Creek School; (2) the right of way ownership should be reviewed to determine who is responsible for maintenance; (3) it was suggested that the Committee consider North Port as part of a rotating meeting location. There was no public comment.

6. PUBLIC HEARING

A. [18-694](#) Second Reading, Ordinance No. 2018-22, Commission Compensation

Interim City Clerk Peto read Ordinance No. 2018-22 into the record by title only.

Discussion ensued: (1) the intent was to have the second reading as an evening meeting for the benefit of the public and it was suggested to table this item until after the reading of Proclamations.

PUBLIC COMMENT

Kent Anderson: Commission compensation.

A motion was made by Vice-Mayor Yates, seconded by Commissioner Hanks, to continue Ordinance No. 2018-22 to take place at the conclusion of Item 4.L. The motion carried by the following vote:

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

7. GENERAL BUSINESS:

A. [18-696](#) River Road and Impact Fee Update

City Manager Lear gave a presentation of the item.

Discussion ensued: (1) it was explained that Sarasota County is looking at a State Infrastructure Bank (SIB) loan, and that their backup source is unknown; (2) though a

specific dollar amount will be pledged, the agreement will provide that half of the West Villages impact fees collected is to be accepted as the payment obligation; (3) transportation impact fees must be spent as a unique benefit to the development that generated the fee, which may also benefit the general public; (4) everyone, including West Villages, pays the same transportation impact fee; (5) Price Boulevard widening is the only project in the Capital Improvement Program (CIP); (6) \$1,600,000 of the \$3,200,000 impact fees projected for 2019-2020 is from West Villages; (7) a suggestion was made to allocate 75% of West Villages impact fees to the River Road widening project and the remaining 25% be utilized for other transportation projects; (8) it was suggested to review the \$8,000,000 Sarasota County impact fee collected from the City of North Port in 2009-2010 that was spent on West Villages; (9) a suggestion was made to allocate West Villages impact fees to the River Road project as that is the only current project those monies can be spent on, and it will lessen the loan amount and interest payment; (10) prepayment and payoff will be reviewed for any negative impacts.

A motion was made by Commissioner McDowell, seconded by Commissioner Luke, for a \$2,000,000 down payment at the beginning of the project and dedicating 50% of all West Villages District Transportation Impact Fees collected for the life of the loan on an annual basis and providing a cap amount of \$6,000,000, contingent on the SIB loan being approved. The motion carried by the following vote:

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

Discussion continued: (1) there was discussion regarding the stop lights at Gran Paradiso and Islandwalk; (2) it was suggested that Staff communicate with West Villages Improvement District for feedback on the date of installation of the traffic lights; (3) Staff will review the development order to see if it provides a date for installation, a letter will be sent to the developers requesting an update with a specific date and Marty will be copied on the correspondence. There was no public comment.

B. [18-673](#)

Discussion and possible action regarding William Bowteck, member of the Public Utility Advisory Board.

Interim City Clerk Peto provided an overview of the item.

Discussion ensued: (1) the City Code provides that members of the boards and committees must maintain residency within the City for their term in office; (2) this member claims his residency in North Port while his home is being built here; (3) it was explained that if his residency is in North Port he meets the Code requirements; (4) it was suggested the Code be amended to provide a provision for emergency situations. There was no public comment.

8. CONSENT AGENDA:

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

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

A. [18-647](#)

Agreement No. 2018-63, Mauldin and Jenkins, LLC., of Bradenton, Florida for financial auditing services.

- B. [18-645](#) Community Development Block Grant Sub-Recipient Agreement between Sarasota County, Florida and the City of North Port, Florida to fund staff salaries for the Social Services Division, in the amount of \$54,000. Contract Number B-18-UC-12-0014.

9. PUBLIC COMMENT:

There was no public comment.

10. COMMISSION COMMUNICATIONS:

There were no Commission Communications at this time.

11. ADMINISTRATIVE AND LEGAL REPORTS:

There were no Administrative and Legal Reports.

Recess 1:20 p.m. - 4:01 p.m.

4. PROCLAMATIONS AND RECOGNITIONS: TIME CERTAIN AT 4:00 P.M.

- F. [18-629](#) Proclamation for Fire Prevention Week, October 7 to 13, 2018.
- Mayor Carusone read the Fire Prevention Week Proclamation into the record and presented it to Fire Marshal Marietti and the North Port Fire Department.
- B. [18-657](#) Proclamation recognizing National Friends of Libraries Week presented to Friends of the North Port Library and the Friends of Shannon Staub Public Library.
- Vice-Mayor Yates read the National Friends of Libraries Week Proclamation into the record and presented it to the President of the Friends of the Shannon Staub Public Library Liz Napoli, and Friends of the Library. It was announced that the Shannon Staub Library will be having a car show in January. The President of the North Port Library Sherry Berry announced that they are sponsoring a Fashion Show on October 24, 2018 starting at 10:00 a.m. at the Plantation Golf and Country Club and will be offering raffle tickets for a cruise. The public is invited to attend.
- C. [18-524](#) Proclamation - City Government Month 2018
- Commissioner McDowell read the City Government Month Proclamation into the record and presented it to City Community Outreach Coordinator Heid.
- D. [18-615](#) Proclamation for October, 2018, as Cyber Security Month.
- Commissioner Hanks read the Cyber Security Awareness Month Proclamation into the record and presented it to Internet and Technology Managers Kasson and Drapeau. It was announced there will be cyber security information sessions for the public and staff later this month.
- E. [18-649](#) Proclamation for Breast Cancer Awareness Month
- Mayor Carusone read the National Breast Cancer Awareness Month Proclamation into the record and presented it to Human Resources Director McDade and Human

Resources Staff.

G. [18-660](#) Community Planning Month Proclamation

Commissioner McDowell read the Community Planning Month Proclamation into the record and presented it to Neighborhood Development Services Director Miles and City Planning Department Staff.

H. [18-695](#) Proclamation for World Ostomy Day

Commissioner Luke read the World Ostomy Day - Speaking Out Changes Lives Proclamation into the record and presented it to her friend Bonnie.

A. [18-656](#) Proclamation recognizing Domestic Violence Awareness Month, October 2018, presented to Safe Place And Rape Crisis Center, Inc.

Vice-Mayor Yates read the Domestic Violence Awareness Month Proclamation into the record. The Proclamation will be mailed to Safe Place and Rape Crisis Center, Inc.

I. [18-637](#) Recognition of the City of North Port and the General Services Department for receipt of two (2) Florida Festival & Events SUNsational Awards and the 3CMA (City-County Communications & Marketing Association) Silver Circle Savvy Award.

General Services Director Pfundheller gave an overview of the Florida Festival & Events SUNsational Awards and the 3CMA (City-County Communications & Marketing Association) Silver Circle Savvy Award that were awarded to the City of North Port and the General Services Department. It was announced that the Trick-or-Treat at City Hall Event will be held October 26, 2018 and the public is invited.

J. [18-667](#) Presentation of plaque from Florida League of Cities to Vice-Mayor Yates for her service as a member of the Board of Directors.

Mayor Carusone and the Commission presented a plaque to Vice-Mayor Yates for her dedicated service and outstanding leadership while serving as a Director for the Florida League of Cities.

K. [18-671](#) Presentation of Certificate of Appreciation to Linda M. Yates from ManaSota League of Cities

Mayor Carusone and the Commission presented Vice-Mayor Yates with a Certificate of Appreciation from the ManaSota League of Cities.

L. [18-655](#) Certificates of Appreciation for Joan Morgan, Rholine Parlin, Nicholas Worden, James Sawyer, and Ann Francoletti in recognition of their personal commitment and dedication while serving on their respective Board or Committees.

Mayor Carusone read the Certificates of Appreciation for Advisory Board service into the record and presented them to Joan Morgan and James Sawyer. Certificates for Rholine Parlin, Nicholas Worden and Ann Francoletti will be mailed.

Recess 4:52 p.m. - 5:13 p.m.

6. PUBLIC HEARING**A. [18-694](#) Second Reading, Ordinance No. 2018-22, Commission Compensation**

Discussion ensued: (1) it was explained that the ordinance does not need to provide a specific time frame to forego a pay increase because it provides for salaries to take effect each October 1; (2) it was suggested to use the City Manager's recommended salary of \$32,161 which aligns with the increases received by employees; (3) concern was expressed that the Commission receives benefits greater than what average employees receive and that the entire benefit package should be taken into consideration; (4) there isn't a written job description for the Commission and their involvement in events is discretionary, it was suggested that Commission salary be on the ballot as a referendum; (5) Commissioner Hanks expressed concern that a Commissioner seat is designed to be served by the average citizen, that the Commission is overthinking their positions, and that there is a better way to handle this.

A motion was made by Vice-Mayor Yates, seconded by Commissioner McDowell, to approve Ordinance No. 2018-22 as presented. The motion carried by the following vote, with Commissioner Hanks dissenting for reasons stated:

Yes: 4 - Mayor Carusone, Vice-Mayor Yates, Commissioner McDowell and Commissioner Luke

No: 1 - Commissioner Hanks

9. PUBLIC COMMENT:

There was no public comment.

10. COMMISSION COMMUNICATIONS:

Commissioner Hanks: nothing to report.

Commissioner McDowell reported attending: (1) National Night Out; (2) Community Action Agency Board (CAAB) meeting in Sarasota; (3) the Peace River Manasota Water Management meeting; (4) will be attending the National League of Cities (NLC) conference in California.

Vice-Mayor Yates: (1) her last day on the Commission will be November 5; (2) attended the City Economic Development Advisory Board (CEDAB) meeting and noted that they need more members to serve on their advisory board; (3) Manasota League of Cities meet the second Thursday each month, with the next meeting on November 8; (4) suggested that someone attends the Public Transportation Task Force (PTTF) meeting and the Metropolitan Planning Organization (MPO) meeting on November 8.

Discussion ensued: (1) the Commission was encouraged to continue serving on the transportation and governmental relations committee with the NLC and promote projects within the City of North Port; (2) it was explained that while Vice-Mayor Yates is in office Commissioner McDowell could speak to her regarding the generalities of how the committee works and how to prepare for meetings, and that they may not discuss issues that could come before the Commission; (3) it was suggested that Staff prepare a list of all board and committee positions that are open for Commission review; (4) Commissioner Hanks stated he may be able to attend the PTTF and MPO meetings on November 8; (5) a suggestion was made to send a letter to Manasota League of Cities to let them know why there will not be a representative present for the November 8 meeting;

(6) it was suggested that the City Attorney review if Commissioners can sit as a non-voting member on City boards.

Commissioner Luke reported attending: (1) the Sarasota County Economic Development Corporation (EDC) and met with Dustin; (2) the Peru Trade Show with the Port of Manatee; (3) Career Fair sponsored by Chamber of Commerce; (4) National Night Out; (5) Gulf Coast Builders Exchange (GCBX) in Sarasota; (6) suggested continuing the social media campaign for an additional six weeks to fill advisory board seats; (7) Toys for Tots will be setting up in North Port at the Coldwell Banker building on U.S.41, residents can contact Social Services for further information; (8) Snowbird Baseball is in discussion with the Braves to utilize the North Port field.

Mayor Carusone: nothing to report.

11. ADMINISTRATIVE AND LEGAL REPORTS:

There were no Administrative and Legal Reports.

12. ADJOURNMENT:

Mayor Carusone adjourned the North Port City Commission Special Meeting at 6:12 p.m.

City of North Port, Florida

By: _____
Vanessa Carusone, Mayor

Attest: _____
Kathryn Peto City Clerk

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