



City of North Port

4970 City Hall Blvd
North Port, FL 34286

Meeting Minutes - Draft City Commission Joint Meeting

Monday, September 23, 2019

6:00 PM

City Hall Room 244

Joint Meeting w/Historic & Cultural Advisory Board

CALL TO ORDER

Mayor Hanks called the meeting to order at 6:00 p.m.

ROLL CALL

Present: 5 - Mayor Christopher Hanks, Vice Mayor Debbie McDowell, Commissioner Jill Luke, Commissioner Vanessa Carusone and Commissioner Pete Emrich

Also Present:

Historic and Cultural Advisory Board Members Chris Sterner, Bill Goetz, Joan Morgan, and Angelo Felicita.

Absent: Board Member Michelle Calhoun.

City Manager Pete Lear, Assistant City Attorney Michael Golen, Deputy City Clerk Heather Taylor, Recording Secretary Susan Hale, Neighborhood Development Services Director Frank Miles, Planning Division Manager Nicole Galehouse, and Police Chief Todd Garrison.

The Pledge of Allegiance was led by Mr. Sterner.

1. APPROVAL OF AGENDA

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

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

2. PUBLIC COMMENT:

There was no public comment.

3. GENERAL BUSINESS:

A. [19-0930](#) Discussion on Historic and Cultural Advisory Board Recommendations Regarding Historical Timeline/Hall of Fame at City Hall

Mr. Lear introduced the item.

Board Members spoke to North Port's tie to Charlotte County, reasons for not recommending highlighting individuals in recent history, starting point/timeframe at Warm

Mineral Springs, needed research prior to starting the timeline, ways to publicize the need for history, and concern regarding the amount of information to be gathered.

Discussion ensued regarding starting point of timeline, Warm Mineral Springs timeline, prior Commission consensus and discussion, distinction after the City was incorporated, including short reference to pre-historic history at Warm Mineral Springs museum, criteria for inclusion on the timeline, including names and dates for Commissioners service, Commission photos, Commissioners timeline separate from individual timeline, integral players in City's history, tie-in with surrounding municipalities, changes in forms of government, suggestion to have interactive portfolio of time frame for Commission body, purpose of timeline, facts to include, area's growth from township to City, Sarasota County's timeline example, focusing on events, an Englewood tie-in, timeline focused on people vs. the Historical Board's focus other historical information.

Board Members spoke to definition of "historical," Commission direction clarifying what type of time frame, and the need for a central repository.

Discussion took place regarding type of timeline.

A motion was made by Commissioner Carusone, seconded by Vice Mayor McDowell, to have a ten-year increment timeline for the wall (to be determined), similar to pages 12-13 of the examples that were submitted; the events and things that need to be specially highlighted in ten-year increments with dates, a summary, and an interactive book with the Commission body and their service dates.

Discussion followed regarding tasking the Historical Board to address Commission change, City's newspaper archives, location to hold historical data, separating Commission timeline and historical timeline, leaving the design open, ensuring pictures are included, summary and timeline, the timeline not having to be exact to page 13 and 14, recommendation to start with 1959.

A motion was made by Commissioner Luke, seconded by Vice Mayor McDowell, to amend the motion to make the timeline begin at 1959 and go through ten-year increments. The motion to amend carried by the following vote:

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

It was suggested to mention of the pre-incorporation era (GDC).

A motion was made by Vice Mayor McDowell, seconded by Commissioner Luke, to amend the motion to start at 1959 but also have a pre-cursor of North Port from 1954 to 1959. The motion to amend carried by the following vote:

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

The main motion as amended carried by the following vote:

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

It was noted that Gene Matthews must be included.

B. [19-0929](#)

Discussion and Possible Action regarding Establishing a Process Requiring Cultural and Historic Projects to be Reviewed by the Historic and Cultural Advisory Board

Mr. Lear introduced the item.

Board Members articulated concern regarding destruction of potentially historical areas, the need to keep the board notified, and staff knowledge of possible archaeological sites.

Mr. Lear spoke to historical and archaeological surveys prior to projects, possible delays with projects going through advisory boards, and experts hired to review projects.

Discussion ensued regarding directing the Board to find possible existing sites for protection, an 2015 map, survey digs not going sufficiently deep, defining scope of a survey for future sites.

Ms. Galehouse spoke to map of master site files with known archaeological sites.

Discussion ensued regarding coordinating current maps with a probability map compiled professionally, Department of Interior funding for historical research to cities designated as a Certified Local Government, need for more discussion and research, and recommendations by experts.

Mr. Lear responded to questions regarding possible presence of an archaeologist during projects.

Board Member comment included cited 1987 excavation report for the Myakkahatchee site in a published journal.

There was a consensus to have Sarasota County archaeologist do a presentation to the Commission at a later date.

Ms. Galehouse stated she will provide a map to the Commission of known City archaeological sites and stressed it is exempt from public records law.

Concern was expressed regarding presence of cars at the Nona Springs site.

Board Members spoke to the turpentine dock.

C. [19-0931](#)

Discussion and Possible Action Regarding Relocating Veteran's Park

Mr. Lear introduced the item.

Board Members voiced their support to relocate Veterans' Park.

Discussion ensued including accessibility issues at present location, possible locations of Butler Park, City Hall, and Atwater Park, possible features, directing staff to propose locations, memorializing all branches of the service, and fundraising ideas.

A motion was made by Commissioner Carusone, seconded by Commissioner Luke, to direct staff to come back with proposed areas to relocate the Veterans' Park and first present those to, and receive information and feedback from, the Historic & Cultural Advisory Board and Parks & Recreation Advisory Board and to bring back feedback to Commission for a decision. The motion carried by the following vote:

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

It was noted that suggested photograph examples will be provided to the Advisory Boards for discussion.

Discussion followed regarding notification of location for this year's Veterans' Day event, and Memorial Day location to be decided.

A motion was made by Vice Mayor McDowell, seconded by Commissioner Luke, to direct the City Manager to work with the Veterans of Foreign Wars (VFW) to hold the Veterans' Day Event somewhere on City Hall complex. The motion carried by the following vote:

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

Discussion ensued regarding holding any veteran-related holiday at the roundabout until the official relocation is completed, a follow-up discussion needed in November.

D. [19-0932](#)

Discussion and Possible Action for the City Attorney to Review the Draft Oral History Release Form/Historical Archive Intake Form

Mr. Lear introduced the item.

Board Members spoke to a repository for information, form to receive donations, and replied to Commission questions regarding documents exempted as a public record.

Discussion ensued regarding the authorship of the form, public record exemptions, and appointing a custodian of records.

Ms. Taylor spoke to archived documents part of City's public records management plan.

It was noted that a local radio station will record and store oral histories.

Mr. Lear spoke to establishing qualifications for historical content.

A motion was made by Commissioner Luke, seconded by Commissioner Carusone, to forward the Oral History Release Form and the Historical Archive Intake Form to the Legal Department for review. The motion carried by the following vote:

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

A motion was made by Commissioner Carusone, seconded by Vice Mayor McDowell, to appoint the custodian for anything submitted for historical or archaeological intake to be the City Clerk's Office.

Discussion ensued regarding need for procedure.

Mr. Golen spoke to City Clerk custodian for all City records, and determining historical worth.

Discussion ensued on Board Member access to review records.

Ms. Taylor spoke to the permanent archive and determining historical value of items.

Discussion ensued regarding scheduling a deeper Commission conversation, and sharing information with the public library.

The motion carried by the following vote:

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

4. PUBLIC COMMENT:

There was no public comment.

5. ADJOURNMENT:

Mayor Hanks adjourned the meeting at 8:03 p.m.

City of North Port, Florida

By: _____
Christopher B. Hanks, Mayor

Attest: _____
Heather Taylor, Interim City Clerk

Minutes approved at the Commission Regular Meeting this ____ day of _____, 2019.