



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes - Final Road and Drainage District Governing Body

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Tuesday, January 24, 2017

4:00 PM

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### **MINUTES APPROVED AT THE 03-28-2017 MEETING.**

#### **CALL TO ORDER/ROLL CALL**

The North Port Road and Drainage District Governing Body Regular Meeting was called to order at 4:14 p.m. in City Chambers by Mayor Yates.

Present: Mayor Yates, Vice-Mayor Carusone, Commissioners Hanks and McDowell; City Manager Lewis; City Attorney Moriarty; City Clerk Adkins, Recording Secretary Hale.

**The Pledge of Allegiance was led by the Commission.**

#### **1. APPROVAL OF AGENDA – COMMISSION**

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

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

#### **2. CONSENT AGENDA:**

It was requested to pull 2. B., 2. C., and 2. D. for discussion.

*A motion was made by Vice-Mayor Carusone, seconded by Commissioner Hanks, to approve Consent Agenda Item 2.A., pulling Items 2.B., 2.C., and 2.D. for discussion. The motion carried by the following vote:*

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

- A.** [17-0789](#) Approval of Minutes for the November 22, 2016 Road & Drainage District Regular Meeting.
- B.** [16-0632](#) Use of IMS Infrastructure Management Service, LLC for the 2016 pavement management update for street inventory and condition assessment in an estimated amount of \$139,535.

City Manager Lewis introduced Public Works Director Bellia who provided an overview of the road rehabilitation program.

Discussion ensued: (1) following a concern, Public Works Director Bellia clarified that the Road Bond Project 7-year plan may be shortened to a 5-year plan dependent upon

the research provided (2) clarification was provided regarding the testing method for prioritizing the roads rating for repair (3) further clarification was given about the type of mix that was being used to extend the life expectancy of the roads (4) the forever plan is giving the staff the tools it needs to complete the job (5) clarification was provided that consideration will be given to the residents who are still waiting to have their road repaired (6) It was noted that any deviations from the project will be discussed in CIP review. There was no public comment.

***A motion was made by Commissioner Hanks, seconded by Vice-Mayor Carusone, to approve consent item 2. B. Use of IMS Infrastructure Management Service, LLC for the 2016 pavement management update for the street inventory and condition assessment in an estimated amount of \$139,525.00. The motion carried by the following vote:***

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

**C. [16-0677](#)**

Approval of agreement No. 2017-02 with Buccaneer Landscape Management Corporation for landscape and turf maintenance services for an estimated total annual amount of \$479,890.20.

City Manager Lewis introduced Public Works Director Bellia who provided an overview of the mowing schedule and current mowing maintenance areas.

Discussion ensued: (1) following a question, it was confirmed that the agreement for landscape and turf maintenance services is being offered to a different vendor than whom is currently being used; (2) the RFP ranking process was explained; (3) it was confirmed that Duval Landscape was based out of Jacksonville and City Manager Lewis clarified the RFP process, it was based on ranking to obtain the best competitive cost; (4) subsequent to a question, it was confirmed that the mowing schedule is currently three times a month, however; it is dependent on the weather and any missed cuts are made up or deducted from the vendor's monthly bill; (5) Following a question; it was confirmed that the field supervisor charged with monitoring the mowing frequency is specific to the Public Works department only; (6) concerns were brought up regarding the current condition of the outsourcing of mowing services and City Manager Lewis advised that having the Public Works department maintain the mowing would need to be addressed during the budget process; (7) Public Works Director Bellia explained the changes she has made to maintain the current irrigation; (8) following a question, Public Works Director Bellia advised that she was unaware that the local address for Buccaneer Landscape Management Corporation was a storage facility; (9) following a question, Finance Director Lear confirmed that local preference was given to two separate companies but their overall ranking was lower; (10) concerns were addressed regarding what will happen with the agreement because the office requirements were not met prior to the RFP process; (11) clarification was provided regarding the response time within one hour and maintaining an office within 100 miles of North Port as a requirement (12) following a concern, Public Works Director Bellia clarified that the performance of the current contract for mowing was not adequate and the new contractor will be made aware of mowing and edging expectations; (13) following a question, Assistant City Manager Schult confirmed that there are no code enforcement violations against the property owner for the City maintaining Talon Bay; (14) Public Works Director Bellia explained the previous interlocal agreement to maintain the FDOT right of way areas and the center medians; however, because of the addition of trees to the center median it is now the City's responsibility to maintain the center median; (15) in response to a question, it was confirmed that the field supervisor will be responsible for inspecting signs in the right of way and educating the contractor to determine if they are unpermitted, if so, the signs will be removed; (16) it was confirmed that all permitted signs are tagged; (17) following a concern; it was confirmed that staff will be

responsible for trash removal in between the contractor mowing; (18) it was suggested that, a reporting issue requirement needs to be added to the mowing and landscape contract; (19) City Attorney Moriarty confirmed that the Commission is allowed to alter the awarding of the bid and contract with who they want but there may be risks associated; (20) Commissioner McDowell stated that she was not in support of approving the agreement for the following reasons: (a) the main office for the corporation is located in Pinellas Park; (b) the next qualified vendor in the ranking process was only three points off and is located in North Port; (c) local office location is a storage facility. There was no public comment.

***A motion was made by Vice-Mayor Carusone, seconded by Commissioner Hanks to approve the Agreement No. 2017-02 with Buccaneer Landscape Management Corporation for landscape and turf maintenance services and to report any issues for an estimated annual amount of \$479,890.20. The motion carried by the following vote with Commissioner McDowell dissenting for the reasons previously stated.***

**Yes:** 3 - Mayor Yates, Vice-Mayor Carusone and Commissioner Hanks

**No:** 1 - Commissioner McDowell

- D.** [16-0693](#) Agreement No. 2016-32 Professional Surveying Services, a continuing services contract with Van Buskirk/Fish & Associates, Inc.

Public Works Director Bellia provided an overview of the type of surveying services that are being contracted.

Questions ensued: (1) it was explained that there was a delay in the bid, because the bid was date specific; (2) it was confirmed that additional funding was being provided to create another position to alleviate any future delays; (3) it was explained that under the current contract any renewals do not need Commission approval unless changes are made. There was no public comment.

***A motion was made by Vice-Mayor Carusone, seconded by Commissioner Hanks, to approve Agreement No. 2016-32 Professional Surveying Services, a continuing services contract with Van Buskirk/Fish and Associates, Inc. The motion carried by the following vote:***

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

### **3. GENERAL BUSINESS:**

- A.** [16-0669](#) Contract 2017-09 between the City of North Port and MRT Lawn and Garden Center, Inc. to construct irrigation and landscaping in the South Biscayne Drive medians in the amount of \$335,447.94 plus \$15,000.00 for contingencies.

City Manager Lewis introduced Public Works Director Bellia who provided an overview of the project with the current and future vegetation.

Discussion ensued: (1) following a concern, it was confirmed that loquat trees can be supplemented with other trees to avoid any potential safety concerns; (2) it was confirmed that any changes to the vegetation would not need to come back to the Commission, a no cost change order would be used; (3) it was clarified that there would be no penalty to the contractor if the notice to proceed was delayed; (4) Mayor Yates gave her reasons for dissenting: (a) not comfortable with the contract for reasons

previously stated; (b) does not want to be rushed to make decisions; (c) wants to have better assessment of pedestrian traffic before installing landscaping to avoid having to remove it at a future date. There was no public comment.

***A motion was made by Vice-Mayor Carusone, seconded by Commissioner Hanks, to approve Contract No. 2017-09.***

***A motion was made by Vice-Mayor Carusone, seconded by Commissioner McDowell, to amend the motion, to trade the loquat trees with a cost and shade equal alternative. The motion carried by the following vote:***

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

***A vote was taken on the main motion, as amended, to approve Contract No. 2017-09 and to trade the loquat trees with a cost and shade equal alternative. The motion carried by the following vote with Mayor Yates dissenting for reasons previously stated:***

**Yes:** 3 - Vice-Mayor Carusone, Commissioner Hanks and Commissioner McDowell

**No:** 1 - Mayor Yates

Recess 5:51 p.m. Tuesday  
Reconvene 12:14 a.m. Wednesday

Present: Mayor Yates, Commissioner McDowell, Commissioner Hanks, City Manager Lewis, City Attorney Moriarty, City Clerk Adkins, Recording Secretary Hale

Absent: Vice-Mayor Carusone

**B. [17-0770](#)**

Approve Contract No. 2017-08 between the City of North Port and C-Squared Certified General Contractor, Inc. to construct curbing around the South Biscayne Drive medians in the amount of \$412,912.60, plus \$15,000.00 for contingencies.

City Manager Lewis introduced Public Works Director Bellia who provided an overview of the proposed curbing for the Biscayne Drive project.

Discussion ensued: (1) confirmation was given that no additional crosswalks are being constructed, only replacement of the current crosswalks; (2) following a concern, it was confirmed that there would be an increase in cost for the City to perform the maintenance of traffic; (3) following a question, confirmation was provided that only one technician would be performing tasks on the project and the other technician would be doing their regular job duties, however; no one would be available to supplement the technicians time who is working on the project and those job duties will be left incomplete; (4) due to the reduction in the contract, the proposed alternative was to have the City complete the maintenance of traffic; (5) it was noted that incentives for completing a project early will be evaluated on a case by case basis; (6) it was noted that when there is only one bidder on a project you are allowed to negotiate; (7) it was confirmed that the project can be approved and staff will provide an analysis for adding additional crosswalks at a later date so that the project is not negatively impacted. There was no public comment.

***A motion was made by Commissioner Hanks, seconded by Commissioner McDowell, to approve Contract No. 2017-08.***

***A motion was made by Commissioner McDowell, seconded by Commissioner Hanks, to amend the motion, to direct staff to do an analysis of the crosswalks***

*and bring back options at the next available meeting. The motion carried by the following vote:*

**Yes:** 3 - Mayor Yates, Commissioner Hanks and Commissioner McDowell

**Not Present:** 1 - Vice-Mayor Carusone

*A motion was made by Commissioner McDowell, seconded by Commissioner Hanks, to amend the motion, to add the responsibility of the maintenance of traffic back to the contractor. The motion carried by the following vote:*

**Yes:** 3 - Mayor Yates, Commissioner Hanks and Commissioner McDowell

**Not Present:** 1 - Vice-Mayor Carusone

*A vote was taken on the main motion, as amended, to approve Contract No. 2017-08; to direct staff to do an analysis of the crosswalks and bring back options at the next available meeting; and to add the responsibility of the maintenance of traffic back to the contractor. The motion carried by the following vote:*

**Yes:** 3 - Mayor Yates, Commissioner Hanks and Commissioner McDowell

**Not Present:** 1 - Vice-Mayor Carusone

**C. [17-0782](#)**

Repeal of the Streetlight Moratorium. ADDED TO THE AGENDA FOR THE ROAD AND DRAINAGE DISTRICT MEETING AND REMOVED FROM THE COMMISSION REGULAR MEETING BEING HELD AT 6:00 P.M. ON JANUARY 24, 2017.

Mayor Yates provided a brief overview stating: (a) that there is a moratorium in place for installation of street lights. (b) It was noted that the previous requirement for installation of a streetlight was that there be five houses on a street before a street light could be requested.

Questions ensued: (1) It was confirmed that if the moratorium was repealed the City would operate as normal until an issue arose then a budget adjustment would be discussed. (2) Clarification was provided on the difference between Florida Power and Light leased street lights and city owned street lights. (3) Following a question, it was clarified that city owned street lights are paid for out of the non-ad valorem assessment tax. (4) After a question, the use of solar power was discussed as an option for offsetting cost. Further clarification was given about the prerequisite for qualification of installation of a street light. There was public comment.

*A motion was made by Commissioner Hanks, seconded by Commissioner McDowell, to repeal the streetlight moratorium and to direct the City Manager to reinstate the installation of streetlights by request of residents as of today in accordance with 31.26 A.1.a. of the Public Works policy, PW 31 dated April 10, 2014 and proceed with any steps necessary for budget funding availability. The motion carried by the following vote:*

**Yes:** 3 - Mayor Yates, Commissioner Hanks and Commissioner McDowell

**Not Present:** 1 - Vice-Mayor Carusone

**4. PUBLIC COMMENT:**

There was no public comment.

**5. ADJOURNMENT:**

Mayor Yates adjourned the Road and Drainage District Governing Body Regular Meeting at 12:56 a.m. Wednesday.

City of North Port, Florida  
As the Governing Body of the North Port Road and Drainage District

By: \_\_\_\_\_  
Linda M. Yates, Mayor

Attest: \_\_\_\_\_  
Patsy C. Adkins, MMC, City Clerk

Minutes approved at the Road and Drainage District Governing Body Regular Meeting this \_\_\_\_ day of \_\_\_\_\_, 2017.