



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Final City Commission Workshop

CITY COMMISSIONERS

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

APPOINTED OFFICIALS

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

Tuesday, June 20, 2017

9:00 AM

CITY HALL ROOM 244

Non-District and Utility Preliminary Budget Workshops with Commission

MINUTES APPROVED AT THE 09-26-2017 MEETING.

CALL TO ORDER/ROLL CALL

The North Port City Commission Budget Workshop was called to order at 9:00 a.m. in Meeting Room 244 by Mayor Yates.

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

The Pledge of Allegiance was led by the Commission.

1. PUBLIC COMMENT:

PUBLIC COMMENT WAS HELD 9:01 a.m. - 9:10 a.m.

Joseph Fussell; Scott Smith: Support for the traffic unit proposal.

Justin Willis: the Public Works Spray Tech, and parking at the North Port Social Services Center.

A. [17-1160](#)

2018 Non-District Preliminary Budget

PRELIMINARY BUDGET

Interim City Manager Lear and Interim Finance Director Lowry provided a PowerPoint introduction to the Preliminary Budget for Fiscal Year 2018.

Questions and discussion ensued: (1) clarification was provided that the Taxable Value History on page 3, is amount of value available to assess a millage rate; (2) the HTE reference on page 3, to Boat Fee revenues of \$50,000 relate to funds received for boat fee registrations from Sarasota County for boats that are in North Port; (3) the HTE reference

on page 3, for Impact Administrative Fees, relate to the impact fees collected by the City for Sarasota County.

POLICE DEPARTMENT

Police Chief Vespia provided a PowerPoint overview of the Police Department Budget for Fiscal Year 2018.

Questions and discussion ensued: (1) there was a suggestion that the traffic unit could be utilized in crime prevention; (2) it was stated that the Sarasota County School Board is unwilling to share the cost for School Resource Officers but it must remain as a priority in the budget.

There was general agreement to keep the School Resource Officer as a priority in the Budget, regardless whether the Sarasota County School Board helps with the cost.

Discussion continued: (1) clarification was provided that outsourcing the school crossing guards would save the City approximately \$3,000; (2) it was stated that the traffic unit will be spread through all shifts and each officer will be assigned a cruiser because they may all be called upon to work at the same time; (3) page 143, and SLAs 2102, 2103 and 2104 are prorated salaries with employment start dates at staggered times; (4) although concern was expressed that in outsourcing the crossing guards, the City may lose control, it was stated that a contract will ensure the school crossings are manned, leaving officers to patrol their own areas; (5) it was stated that volunteers as crossing guards cannot be available 100% of the time. The Civilian Service Aids are needed elsewhere and are not an option; (6) confirmation was provided that educational assistance is a benefit offered to all City employees and Police Chief Vespia is working with Hodges University to determine whether they can provide an extension program and offer courses at the the Police Department; (7) clarification was provided that the Police Education Fund is for unforeseen educational courses that are required due to enacted State laws; (8) following a concern, clarification was provided that the substantially increased cost of tazers was because the SLA only reflects the difference between the actual cost and the original budgeted amount; (9) after it was noted that there isn't a high volume of service calls in the West Villages, it was stated that staffing analysis for that area is done by workload not by population and when the demand increases, additional officers will be requested for that area; (10) it was reported that research is currently being done concerning how the new stadium will impact service calls to the area; (11) clarification was stated that off-duty City police officers will work at the Atlanta Braves games at the Braves' expense, and nothing will be pulled from the City's on-duty resources; (12) it was stated that the quality of the North Port Police Department is exceptional; (13) after a question, it was stated that the promotional testing on page 479, indicates that testing is needed for a sergeant position, must be done from within the Department, and the \$5,000 is the cost for the process, it is listed as a one-time expenditure but will likely change to a recurring charge in the future; (14) it was reported that on page 481, the fitness equipment for \$12,500, is for the replacement of various kinds of exercise equipment.

PUBLIC COMMENT:

Buddy Hughes: body cameras, traffic light cameras, and officer demographics.

Following public comment, it was stated that: (1) body cameras are costly and will be a future policy decision; (2) there are no intersection cameras in North Port; (3) the Police Department demographics is on par with the demographics within the community.

NEIGHBORHOOD DEVELOPMENT SERVICES (NDS)

Neighborhood Development Services Director Williams presented a review of the item.

Discussion ensued: (1) following a question, it was stated that the revenue on page 531, charges for services, is a convenience fee that is relatively constant and allows the use of credit cards payments; (2) permits and special assessments are the revenues that have increased from \$1 million to the current \$3 million amount; (3) clarification was provided that State Statutes define that permit fee revenues may only be used for building functions and the City Arborist performs a zoning function; (4) citing page 551, justification was given that the \$100,000 from SLA 2704 and \$50,000 on HTE page 138 allocated for outsourced contract services in the Building Division was in anticipation of increased permits due to the Atlanta Braves stadium and additional anticipated businesses in the area; (5) following a concern, staff will work with the City Attorney's Office to provide the Commission a description of the allowable uses of Building Funds; (6) confirmation was given that the NDS Fund Balance will be \$5.8 million if the Budget is approved as presented, and it does not include the recent 600,000 budget amendment; (7) after a concern, it was stated that the overtime request in SLA 2703 on page 549, for permit inspections is so the Department will not exceed the criteria required by the State of how many inspections are done each day; (8) it was suggested to review ways to reduce fees in the NDS and transfer funds to reduce the overtime funding request; (9) clarification was provided that personnel was the biggest driver that increased the proposed budget for Fiscal Year 2018; (10) subsequent to a question regarding SLA 2705 on page 553, it was stated that the SLA is a place holder in connection with the Evergreen Study.

Recess 10:41 a.m. - 10:56 a.m.

PROPERTY STANDARDS/PLANNING & ZONING

Discussion continued: (1) clarification was provided that SLA 060 on page 349 is for contracting services in West Villages, developer agreements, and the Activity Center 6 master planning work; (2) it was stated that staff is in the final stages of securing a remote office agreement to be located in the West Villages; (3) the City will pay for the office space and the Building fund will absorb the \$10 annual cost for renting the facility; (4) following a concern to keep SLA 0609 for Wayfinding Signage, it was stated that the \$130,000 would be used as a place holder for selected locations at major intersections.

There was a consensus to direct staff to make a plan to implement in stages, for directional signs (not monument signs) that are uniform and unique to North Port, to use the \$130,000 as a place holder, and to move forward including yesterday's conversation during the Commission Workshop identifying certain public safety buildings.

Discussion continued: (1) clarification was provided as to why funding for the Environmental Technician in SLA 0610 is from the Tree Fund and not the General Fund, and it was stated that the duties ensure that developers and developments meet requirements of State and Federal agencies; (2) after a question, it was stated that an inspection by the Arborist cannot be done by Building inspectors because those fees are from a contractor-paid fund, are specific to the Florida Building Code, and cannot be used to enforce Zoning Codes; (3) the Zoning Permit Fee is in addition to the Building Permit Fee to the developer; (4) it was stated that the original Tree Fund was a resource to replace trees removed from a property not to pay for staff; (5) during the economic downturn the Arborist was moved into the Tree Fund to save the position; (6) it was suggested to make the Senior Arborist, the Arborist, and the Environmental Technician a 50-50 split between the Tree Fund and the NDS General Fund, and to move the Environmental Technician under the Planning & Zoning Department; (7) there was a brief consideration to combine the duties of the new arborist and the environmental technician; (8) following a concern, it was clarified that the Tree Fund Fines and Forfeitures on page 523 were allocated to the wrong account in previous years and were corrected for Fiscal

Year 2018; (9) clarification was provided that the Other Sources, on the same page, is revenue to be added to the Fund Balance, and the balance will increase when the second Arborist and the Environmental Tech are added; (10) it was stated that the City plans to use the Tree Funds to plant trees on Price Boulevard after the road improvements are made; (11) following a question, confirmation was provided that the Tree Fund may also be used to install irrigation for trees on Salford Boulevard and funding has also been used to replace palm trees along Sumter Boulevard; (12) clarification was provided that the Tree Fund is based on mitigation fees and there is no way to cap the amount received without removing the penalty for removing trees; (13) it was stated that once the Fund Balance reaches a certain amount, the Arborist's salary can again be funded from that account; (14) the current Tree Fund balance in the proposed budget is \$721,630; (15) it was stated that the Tree Fund is a special revenue fund that has legal parameters for its use, one of which is for an Arborist.

There was a consensus to direct staff to work SLA 0610, Environmental Technician into the budget.

There was a consensus regarding SLA 367, to direct staff to add the Senior Arborist, and take the two Arborist positions and split the cost 50% from the Planning & Zoning Division, and 50% from the Neighborhood Development Services Tree Fund.

Discussion continued: (1) it was stated that SLA 760 on page 377 and on page 819 are the same person; (2) clarification was provided that the Building Groundskeeper II on page 405 is dual licensed with a Commercial Driver's License (CDL) and a Spray License and is a promotion; (3) confirmation was provided that Building employees are not restricted from gaining additional certifications; (4) after it was stated that City has one custodial service that cleans the buildings and one that cleans park facilities, it was suggested to do a cost analysis and bring back in-house custodial services; (5) after it was stated that the \$2,900 in HTE for Education and Training in Property Maintenance is for certifications, licensing, training and conferences, it was requested to receive an account of how much is going to certifications and licenses for the employees; (6) subsequent to a question, the flag replacement account in HTE is 5250 and \$3,000 is allocated for Fiscal Year 2018 under Minor Operating Equipment; (7) the remaining funds in Minor Operating Equipment is allocated for janitorial supplies, tools and safety equipment, first aid, miscellaneous signage and fencing for events; (8) it was suggested to fly the North Port flag most of the time and the U.S. flag on special events; (9) the two Air Conditioning units noted in SLA 767 on page 391, are in definite need of replacement; (10) SLA 770 on page 395, for the flooring in the teen lounge at the Morgan Center, was deemed necessary because it doubles as a computer room and carpet would reduce sound; (11) SLA 774 on page 403 for an Ecogrid System at the Canine Club is for plastic grid stabilizer in the grass and shell parking area and keeps the area impervious for adequate rainwater drainage; (12) the Groundskeeper on page 405, is based on current conditions and current needs for the demands in the field. Additionally, employees are compensated for any additional certification achieved but are only paying those titled positions for what is needed, regardless of those who may be in a waiting line should a position open; (13) it was requested that the final budget shows a reflection of the Evergreen pay study with the SLAs; (14) it was stated that SLA 765 on page 387 for the Sealcoat and Stripe for parking lots was last done five years ago; (15) after a brief discussion, it was decided to leave the custodial services outsourced, but to hold the contractors accountable; (16) following a question, clarification was provided that the City's procurement process seeks the most cost-effective way to combine painting projects, and Property Maintenance performs a lot of interior painting of City buildings.

PUBLIC COMMENT:

Buddy Hughes: clear-cutting on the corner of Sumter and Price Boulevards; aesthetics on commercial buildings; the building on Pan American Boulevard.

Recess 12:35 p.m. - 1:13 p.m.

GENERAL SERVICES

General Services Interim Director Pfundheller provided a PowerPoint review of the budget.

Discussion ensued: (1) it was noted that after the General Services Department's actual budgets and the adopted budgets are adjusted, a cost savings will be experienced; (2) after citing the HTE Budget Details on page 27, it was stated that the \$150 for Florida City and County Management Association (FCCMA) was for the former Director's dues and will be removed; (3) clarification was provided that a Professional Creative Services specialist for marketing in SLA 700 on page 173 includes IT, Parks & Recreation and Social Services; (4) after it was suggested to move SLA 701 on page 175, Annual Marketing for a Village Travel Expo, to the Economic Development budget, it was stated that the latter is for business recruitment and the focus of the expo is to attract visitors; (5) SLA 705 on page 183 Advertisement Marketing, reclassifies a vacant Administrative Services Specialist to a Customer Services Coordinator and it was suggested to revisit re-branding the City in a future discussion; (6) revisiting SLA 701, a breakdown was requested of the \$5,800 cost; (7) subsequent to a concern, it was stated that the \$3,320 for SLA 702 on page 177, for CIP Community Celebrations, are for on-going events; (8) revisiting SLA 705, the item seemed to be overlapping with the Economic Development Department; (9) revisiting SLA 700, it was stated that most things are accomplished in-house, some projects are outsourced because the City does not have the training or the software and some things are beyond a Department's design capabilities; (10) revisiting SLA 701, concern was expressed to avoid redundancy or duplication of efforts with people who disseminate the same type of City information; (11) following a question, it was stated that every effort is made through various social media platforms to correct any circulating misinformation about the City; (12) revisiting SLA 702, clarification was provided that the events in this SLA were not budgeted in the individual divisions; (13) after it was noted that SLA 703, Stone Crabs North Port Community Night, on page 179, was shifted from the City Manager's Office and moved to General Services, it was suggested to connect this event to other events that have a greater reach; (14) it was requested that staff review SLAs 704, Print Marketing Strategy, 705, Advertisement Marketing, and 706, Marketing Memberships to determine if costs can be reduced; (15) it was suggested to involve the community and Advisory Boards to promote City events.

INFORMATION TECHNOLOGY

Discussion ensued: (1) subsequent to a question, it was stated that SLA 722, Airwatch Mobile Device Management, and SLA 723, Smarch Text Archiving, work together to archive text messages on City mobile devices and retrieved for public records requests; (2) SLA 727, Video-Commission Meetings-Chambers, on page 227, and SLA 740, Video-Commission Meetings-244, on page 255, account for the additional time required and the upgrades needed for room 244 to accommodate video streaming; (3) further clarification was provided that a budget amendment was requested for audio/visual updates for room 244 with installation plans in August, 2017; (4) confirmation was provided that video streaming at the Morgan Center is not part of the City's immediate plans; (5) SLA 725, Facility Commander Software, on page 225, will replace the door access security system in City Hall, Police Department and Public Works; (6) clarification was provided that these SLAs are part of the security system for the Police Department which was discussed at last week's Budget CIP Workshop; (7) following a question, it was stated that SLA 799, Systems Administrator Title Change, on page 251, is a job description change and is a different type of work with some overlap in the previous position description; (8) there was a brief discussion regarding live streaming of

meetings on multiple channels and social media; (9) subsequent to a question, clarification was provided that there is \$40,000 in the current budget for audio/visual needs of room 244 and the \$160,000 was removed from next year's budget and is now included in the upcoming budget amendment request for approximately \$175,000, to complete all the audio/visual/streaming updates in Chambers, and which leaves the \$9,100 for three SLAs for Granicus equipment; (10) subsequent to a concern, clarification was provided regarding the pricing difference for replacement computers/license agreements for regular users and other users that require specialized resources; (11) SLA 795, Financial transparency Web Application, on page 243, is needed because the current software platform is outdated and an outsourced web designer will provide updates and new software as needed; (12) SLA 797, Website Audit Software, on page 247, was clarified that it locates deficiencies on the website, broken links and sends recommendations to address any issues found; (13) concern was expressed that the funds for SLA 797 would be better spent on a comprehensive redesign of the City's website; (14) after a question, it was stated that the Comcast TV service on page 29 of the HTE Budget Detail, is used for public Wi-Fi and cable TV in various City buildings; (15) revisiting SLA 740, it was suggested to remove this from the Budget for this year and utilize Chambers for any Commission-streamed meetings.

There was a consensus to remove SLA 740, Video-Commission Meetings Room 244, from this year's Budget.

SOCIAL SERVICES

Discussion ensued: (1) subsequent to a question on page 2 and 3 of the HTE Budget Detail, it was clarified that grants are not budgeted until they are received and the budget Ordinance allows for automatic increases for grant revenue and related expenditures as it is received; (2) following a question, it was stated that Social Services staffing levels need to be reviewed due to attrition and an increase in services provided.

There was a consensus to direct staff to review the Social Services Department and make recommendations for adequate staffing for the growth in the Department.

After concern was expressed that crosswalk markings and a sign are needed for pedestrians crossing Outreach Way as they visit the Social Services building, Interim City Manager will review the situation with Road & Drainage personnel and if a simple solution is found, staff will move forward with the improvement.

PARKS AND RECREATION

Discussion ensued: (1) subsequent to a concern regarding Parks & Recreation Impact Fee Fund Revenue in the HTE Budget Details on page 153, clarification was provided that the Impact Fee revenues are increasing and the \$450,000 is a reflection of what is needed for this year with the \$193,500 being held in reserve; (2) it was stated that SLA 905, Bring Your Kids to Work Day on page 327, and SLA 906, Veterans Day on page 329, are not City functions out in the community, but are for City employees; (3) following a concern expressed regarding SLA 3601, Middle School Camp on page 279, it was clarified that the intention was not to block general public availability of the Morgan Center and the program will be reviewed; (4) a suggestion was proffered to implement a summer camp scholarship program; (5) it was stated that by moving the middle school age children to the Morgan Center, the number of elementary age children can be increased at the Mullen Center, thus reducing the waiting list; (6) staff will consider the impact for additional staff hours and busses, and it is anticipated that admission fees and supplies will increase accordingly; (7) it was stated that the Scout House is used year-round and the YMCA is renting that space this year for their summer camp; (8) following a concern, there was a discussion regarding the logistics of the Poinsettia Parade routes and Christmas Festival details.

There was a consensus to direct the Interim City Manager to review the options of

combining the Poinsettia Parade and the Christmas Festival, either at the previous location or the parade ending at City Hall in conjunction with the Christmas Festival; using the parade route of Sumter Boulevard as a preference.

Discussion continued: (1) following a concern, it was stated that the Veterans Event on Veterans' Park on Memorial Day is not a City event but Property Maintenance provides support to that event by setting up the Public Address system, chairs and tents for shade, it was suggested to provide shade for the Marines who stand at attention for the entire time; (2) after it was requested to review re-establishing summer camp scholarships, it was stated that there is a summer camp scholarship program based on donations from businesses or individuals; (3) it was suggested to provide full seven-week scholarship for two children for summer camp and one child sponsored for the one-week winter camp; (4) other entities local that hold summer programs were noted; (5) an alternative suggestion was proffered, pending available funding, to adjust the current scholarship guidelines regarding the number of weeks, the number of children, and the different programs; (6) it was suggested to eliminate SLA 3603, Outdoor Table Tennis on page 283, at the Mullen Center, and use the \$5,700 elsewhere, but if left in, to provide a shade cover; (7) staff will consider another location for SLA 3603 that provides more public visibility.

There was a consensus to expand the weeks of camp, adjusting the current scholarship guidelines, pending available funding, to cover four weeks or five weeks of summer camp to cover different children for different programs.

There was a consensus that the concept of SLA 3603, Outdoor Table Tennis is good but to review and tweak the request regarding shade for the site, and to consider another site that is more visible and accessible to the public.

Discussion continued: (1) following a concern regarding SLA 3615, Restrooms along Blueways/Greenways on page 301, clarification was provided that the restrooms must be ADA complaint, but justification for the cost is needed; (2) it was stated that SLA 3616, Butler Park Family Aquatic Center, includes a 25-yard stretch pool; (3) it was noted that SLA 3617, Dallas White park Pool - Closure, was put back in the Budget; (4) it was noted that there was a previous agreement to eliminate SLA 3618, Dallas White Park Pool - Rehabilitation.

There was a consensus to remove SLA 3615, Restrooms along Blueways/Greenways for now.

PUBLIC COMMENT

Buddy Hughes: tents for Veterans; animal control officer; a senior center for seniors.

Recess 3:24 p.m. - 3:35 p.m.

UTILITIES

Public Utilities Director Newkirk and Business Manager Desrosiers were present to answer questions regarding the Utilities Budget.

Discussion ensued: (1) following a concern regarding a 70% increase in the budget, it was stated it is due to one-time purchases in Capital expenditures, and meters; (2) it was explained that SLA 6304, Overtime on page 719, occurs after hours, on weekends and holidays and field employees work weekdays from 7:00 a.m. to 3:30 p.m.; (3) from HTE page 230, it was stated that the Division budget for 2017 was \$101,980 and for 2016 it was \$172,203, and the overtime that is being requested is less than the previous year's actual overtime; (4) further explanation was provided that most emergencies requires a four-person crew and to assign one person as an "after hours" field operator to perform these duties would be dangerous; (5) it was stated that \$54,000 of SLA 6331, Meters on

page 771, is to hire a firm to change out the remaining 1,500 meters. Another one-time expense is to catch up on fire hydrant program; (6) following a question, it was stated that: [a] the new Collection & Distribution Technicians (C&D Techs) will take two months to train and receive a Level II license, and [b] the three-year time frame referenced in SLA 6331 pertains to how long it takes to acquire the funding needed to purchase the meters, not how long it takes to be a Level III Tech; (7) subsequent to a concern regarding declining capacity fees on page 781, clarification was provided that in 2016 there was a change in ownership at West Villages and the new owners were catching up on water capacity fees that were still owed. Additionally, actual revenues from past years is in line with the proposed 2018 budget; (8) following a question, it was stated that the Utilities Department enrolled in Florida Power & Light's On-Call Program and are in the top five facilities to receive continued service during periods of high electricity demand. Additionally, all utilities facilities have backup generators, all booster stations have generators, and the Department has a mobile generator unit; (9) staff will find out whether other City buildings are enrolled in the On-Call Program and will if not, will do so; (10) after a question regarding SLA 6321, Reflective Safety Shirts on page 751, clarification was provided that two layers of shirts retains more heat in the summer and the shirts are fluorescent green or orange and have the required FDOT reflective striping; (11) after concern was expressed regarding the Utilities revenue in the Return on Investment Fund (ROI) on page 211 of the HTE Budget Detail, it was stated that: [a] the \$1.3 million is payment to the General Fund for the services that General Fund Departments provide to the Utilities, and the Return on Investment (ROI) is the means for the City to charge the Utility Department for the using the City's rights-of-way for water and sewer pipes; [b] if the Utility Department were a for-profit entity, it would pay ad-valorem taxes; [c] the alternative is to charge a Payment in Lieu of Taxes (PILOT) which is significantly higher than an ROI; and [d] because the Utility Department is a non-profit entity, it receives Surtax funds from the City, which provides the means to make utility improvements; (12) it was stated that it is unfair to charge rate payers for the ROI when surtax monies could be used toward infrastructure improvements.

CITY ATTORNEY

Interim City Attorney Slayton provided a brief review of the City's Legal Services.

Discussion ensued: (1) subsequent to a request regarding SLA 200, Outside Legal Litigation on page 51, it was stated that the City Manager is in the process of gathering detailed information regarding staffing etc.; (2) following a question, clarification was provided that the City's self-insured Risk Fund was designed to cover what was previously covered by the outsourced service, so the previous exclusions carried over.

CITY CLERK

City Clerk Adkins provided a review of the proposed Department Budget

After a question, clarification was provided that SLA 306, Election Costs on page 73, is in anticipation of placing Charter Amendments on the Primary Election Ballot in August, 2018, and will only be expended if the text goes to a second page.

CITY COMMISSION

City Clerk Adkins presented a brief overview of the Commission Budget.

Discussion ensued: (1) clarification was provided that the \$1,000 budgeted for the Charlotte Harbor National Estuary is membership for the Commissioner representing North Port; (2) after it was noted that the Homeless Coalition item in HTE page 8, has not been utilized for two years, it was requested to remove it from the budget; (3) it was stated that the \$10,000 budgeted for Special Events Sponsorship Program is allocated for

waiver requests for special events to cover Solid Waste charges, or rental fees; (4) following a concern and a brief discussion regarding SLA 100, Sarasota County Openly Plans for Excellence (SCOPE) on page 35, is for dues, it was recommended to remove it; (5) after a concern was expressed regarding the \$750 for Miscellaneous Business magazines, apps and renewals on page 9 of the HTE Detail, it was stated that the ability to get on-line subscriptions rather than hardcopy issues will be researched, and the next HTE Detail will list the magazines available; (6) it was stated that the HTE line item, International Council of Shopping Centers for \$100 was direction from a previous Commission; (7) after it was suggested that the dues of \$5,270 for the U.S. Conference of Mayors Membership be deleted, it was stated that the Conference registration waived for first-time mayor attendees, whether or not he/she is a member, but there is the added the expense of travel, food and lodging; (8) it was requested to add funding for the Florida League of Mayors Membership; (9) after it was suggested to add a federal lobbyist to represent North Port, it was reported that it was removed from the City's budget when the Federal Government stopped giving earmarks; (10) after a brief discussion, it was decided that the City Manager will review the benefit of adding lobbyist on the Federal level, determine whether Greenberg Traurig can provide services and provide the information to the Commission for a final decision; (11) it was suggested to utilize the City's Legal Department, after it has been fully staffed, to monitor what is going on in Washington, D.C.

There was a consensus to remove the Homeless Coalition amount of \$100, and SLA 100, Sarasota County Openly Plans for Excellence (SCOPE) in the amount of \$15,000 from the Commission's Budget.

There was a consensus that on the next HTE Budget update, to ensure the Commission's Miscellaneous Business Magazines item, will list the magazines available, that the list only includes the price for one subscription, and whether an on-line or app subscription option is available and the cost.

There was a consensus to remove the HTE line item, International Council of Shopping Centers Membership, on page 9 for \$100 from the Commission's Budget.

There was a consensus to remove the HTE line item, U.S. Conference of Mayors Membership, on page 9 for \$5,270 from the Commission's Budget.

There was a consensus to add an HTE line item for the Florida League of Mayors Membership.

CITY MANAGER

Discussion ensued: (1) it was suggested that the \$23,000 budgeted amount for Strategic Planning on HTE, page 44 is not a good use of funding; (2) noting the \$200,000 budget amount in SLA 832, Hospital Certificate of Need Consult on page 117, it was stated that the application fee is costly and increases quickly; (3) it was stated that a hospital in North Port is important to residents and keeping this SLA in the budget shows North Port's serious intent; (4) citing SLA 833, Alternative Site Framework on page 119, clarification was provided that the consultant would process the initial Application for North Port to be approved, so North Port could be designated as a light industrial foreign trade sub-zone. It was determined that more information is needed regarding SLA 833; (5) following a question regarding SLA 831, Business Attraction on page 115 for \$24,720, and SLA 830, Market Research on page 113 for \$33,600, it was stated that professional help is needed for their expertise and knowledge of nation-wide firms. Following a discussion, it was decided to leave these two SLAs in the budget and additional information is needed.

There was a consensus to direct the City Manager to find an alternative funding for

Strategic Planning.

There was a consensus to remove SLA 833, Alternative Site Framework, on page 119 for now and direct staff to compile more information for a future presentation and discussion.

HUMAN RESOURCES

Human Resources Director McDade and Human Resources Manager Hope were present to answer questions.

Discussion ensued: (1) following a question, it was stated that SLA 909, Recognition Tokens on page 335, for \$3,900 is the token of appreciation given to employees at the annual recognition luncheon and the requested increase was to provide a better quality item; (2) clarification was provided that SLA 904, Compensation & Classification Annual Review on page 325 for \$5,000 is to ensure the City's pay scale maintains competitive with surrounding areas; (3) concern was expressed that the individual hired for the position of Human Resources Coordinator, in SLA 900 on page 317 should be experienced and that the application process be open, not simply promoting an intern.

FINANCE DEPARTMENT

Interim Finance Director Lowry provided a brief review of the Finance Department Budget.

There were no questions or comments from the Commission.

2. PUBLIC COMMENT:

There was no public comment.

3. COMMISSION COMMUNICATIONS:

Nothing to report.

4. ADMINISTRATIVE AND LEGAL REPORTS:

Nothing to report.

5. ADJOURNMENT:

Mayor Yates adjourned the North Port City Commission Budget Workshop at 5:22 p.m.

City of North Port, Florida

By: _____
Linda M. Yates, Mayor

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

Minutes approved at the City Commission Regular Meeting this ____ day of _____, 2017.