



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Final 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
Patsy Adkins, City Clerk
Kathryn Peto, Deputy City Clerk

Tuesday, December 5, 2017

1:00 PM

CITY COMMISSION CHAMBERS

TIME CERTAIN 4:00 P.M. Proclamations and Recognitions

MINUTES APPROVED AT THE 04-10-2018 MEETING.

CALL TO ORDER/ROLL CALL

The North Port City Commission Special Meeting was called to order at 1:00 p.m. in City Chambers by Mayor Carusone.

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

The Pledge of Allegiance was led by Mayor Carusone.

1. APPROVAL OF AGENDA – COMMISSION

A motion was made by Vice-Mayor Yates, seconded by Commissioner Hanks to move item 3.D. prior to 7.A. and to move items 6.A. and 6.D. immediately after item 4. The motion carried by the following vote:

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

2. WELCOME OF NEW EMPLOYEES:

A. [17-1493](#) Acknowledgement of New Employees

Human Resources Director McDade introduced the City's newest employees in Neighborhood Development Services, City Police, Public Utilities and Public Works.

3. PRESENTATIONS:

- A. [17-1512](#) Presentation regarding the Arts and Cultural Alliance of Sarasota County by Jim Shirley, Executive Director.

Executive Director of Arts and Cultural Alliance of Sarasota County, Jim Shirley provided a PowerPoint presentation regarding the impact of Arts and Culture on the economy.

Discussion ensued: (1) The definition of a tourist is anyone who visits a community that doesn't live in the county; (2) subsequent to a concern it was noted that Warm Mineral Springs may qualify for the John Ringling Tower Grant; (3) it was explained that funding is available to any non-profit 501c3 organization whose core mission is Arts and Culture and is based in Sarasota County; (4) Sarasota County does not currently have a public art fund. There was no public comment.

- B. [17-1500](#) Charlotte Harbor National Estuary Program (CHNEP) Presentation by Jennifer Hecker, Executive Director.

Executive Director Jennifer Hecker from the Charlotte Harbor National Estuary Program (CHNEP) provided a PowerPoint presentation with an overview of their agency.

Discussion ensued: (1) CHNEP is studying the natural nutrients and their appropriate levels along the creeks and canals within the City; (2) it was explained the CHNEP drone study was specific to the North Port canal system and the results from the study will be available after the CHNEP January meeting; (3) it was noted that children's books are still provided and they are exploring transitioning to an interactive e-book. There was no public comment.

- C. [17-1495](#) Presentation by Ryan Schell for a High-functioning Adult Drop-In Center in North Port.

A mental health consumer and resident of Venice, Ryan Schell provided a presentation regarding the need for a High Functioning Adult Drop-In Center.

Discussion ensued: (1) it was explained that a request for specific assistance from the City was no intention but hopes to garner support for a high functioning adult drop-in center; (2) it was noted different resources and services made available to participants would be contingent on investments.

PUBLIC COMMENT:

Sally Lovick: Supports the presentation and will volunteer.

4. PUBLIC COMMENT:

Public Comment was held 2:03 - 2:08

Buddy Hughes: Advertise in Sun Newspaper and watering trees.

Joan Morgan: Pool, Arts presentation, movie industry, Parade and Festival, Holly's Hope, Safe Talk Program December 14, 2017, 5:30 p.m. at the Morgan Center.

Recess 2:09 p.m. to 2:26 p.m.

6. GENERAL BUSINESS:

- A. [17-1431](#) Conceptual Plan for Boundless Playground at the Garden of Five Senses

General Services Director Pfundheller provided a PowerPoint presentation regarding the

conceptual plan for the Boundless Playground at the Garden of Five Senses.

Discussion ensued: (1) it was stated the grounds are compatible with the American Disabilities Association (ADA) requirements; (2) subsequent to a question, it was explained that the fencing, signage, sidewalk improvements and site clearing are included in the budget; (3) Permit Fees are not waived but in some instances they may be reduced up to 50%, Credit card fees are not assessed on Permit Fees; (4) this is an all-inclusive playground designed for different abilities including wheelchair accessible activities; (5) following a suggestion the safety surface area will be reviewed for inclusion of the picnic area; (6) it was noted that the current bathroom is ADA compliant; (7) the option of a self-cleaning family bathroom that is ADA compliant was discussed; (8) it was explained that feedback regarding desired features for the park was provided by various agencies and the public; (9) the proposed sidewalk would be concrete and the budget would change if the same safety surface was applied for sidewalks; (10) the Commission may authorize the Mayor to sign for any grants that may be applied if needed; (11) security cameras have been installed at other parks and can be included in the budget next year for this park; (12) the new sign would be placed above the sidewalk and the sign is included as part of this main project; (13) it was clarified that the plan provided for two picnic tables and two benches but more can be added at a later date; (14) it was noted the vendor took on-site measurements of the layout and may have to remove one tree; (15) it was explained that the site must be complete before Florida Power and Light will assess the park for a solar powered charging station; (16) the water station may be added at a later date as water is already provided at the existing bathroom; (17) a suggestion was made for a splash pad or other water play area for this park; (18) it was noted that a wheelchair swing/options will be reviewed with the vendor; (19) members of the Parks and Recreation Advisory Board did not have concerns or request any modifications to the Plan; (20) updated planting at the Garden of Five Senses is in process and Property Maintenance will provide an update at a future date.

PUBLIC COMMENT:

Carol Singer: Boundless Playground, puppy mill, Dog Park.

Pursuant to concerns following Public Comment it was suggested that Staff review the status of the hose connections at Paw Park. It was clarified the pools were removed from Paw Park due to sanitary issues.

A motion was made by Mayor Carusone, seconded by Commissioner McDowell, to direct staff to approve the conceptual plan with the changes to include the wheelchair swing and a water station.

Discussion continued: (1) there is sufficient distance and buffering between the Playground and the Garden of Five Senses to maintain a tranquil environment; (2) it was noted that a gazebo would have approximately a ten-year life span and could be considered for future improvements; (3) it was stated the estimated budget is \$431,000 for playground equipment and \$32,000 for site preparation not including the stone sub-base; (4) after the Proposal is accepted costs will be finalized and grants will be pursued for reimbursement of the expenses; (5) it was suggested additional amenities such as water activities and shading be considered for a Phase II and budgeted next year; (6) once the Conceptual Plan is approved the Boundless Playground may be open by summer 2018; (7) it was explained surveillance cameras could be installed after the Park is completed at a cost of approximately \$10,000; (8) the installation of a water station would need an additional vendor to provide an estimate of the project and expenses.

A motion was made by Commissioner McDowell, seconded by Mayor Carusone, to amend the motion to have staff bring back the conceptual design adding the

surveillance camera and authorizing the Mayor to sign for grants. The motion carried by the following vote with Commissioner Hanks dissenting for reasons not stated:

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

No: 1 - Commissioner Hanks

A vote was taken on the main motion, as amended, to direct staff to bring back the conceptual plan with changes to include the wheelchair swing, water station, surveillance camera and authorizing the Mayor to sign for grants. The motion carried by the following vote:

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

Recess 3:46 p.m. - 4:01 p.m.

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

- D.** [17-1426](#) Presentation of the 2017 Best Recycling Public Education Program Award for Exemplifying Excellence in Recycling or Sustainability Public Education Programs

Mayor Carusone read the Best Recycling Public Education Program into the record and Solid Waste Manager Lama and Customer Service Coordinator Outreach Fear accepted the award.

- A.** [17-1503](#) Certificate of Achievement presentation to the 2017 Goblin Committee

Mayor Carusone read the Goblin Committee Certificate of Achievement in the record and presented the Certificates to City Employees.

- B.** [17-1504](#) Presentation of the Trick or Treat at City Hall, Peoples Choice Trophy

Cheryl Greiner, 2017 Goblin Committee Chairperson, presented the People's Choice Award to the City Employees of the 2nd Floor at City Hall.

6. GENERAL BUSINESS:

- D.** [17-1510](#) Discussion and Possible Action on the Establishment of City of North Port Historic Preservation and Cultural Advisory Board.

Planning Division Manager Miles, Planning Staff Member Whittaker and Mr. Chris Sterner provided Power Point presentation.

Discussion ensued: (1) it was suggested to establish an Advisory Board of five to seven Members with some being required to have specific backgrounds in art, culture and history; (2) it was stated that preservation should encompass archaeology and capture the historical knowledge of citizens; (3) it was suggested to have a site to showcase the history of North Port including a timeline display in City Hall; (4) it was noted that a Preservation Board has specific requirements for qualification whereas anyone can participate with a Historical Commission. There was no public comment.

There was a Consensus for Commissioner Yates to provide the Staff with her

bullet-point notes and that the Staff bring back to the Commission an enabling Ordinance in draft form to establish a Historical and Cultural Advisory Board.

5. PUBLIC HEARINGS:

- A. [17-1509](#) Resolution 2017-R-41 supporting the City of Miami Beach in support of retiring Lolita, the endangered orca whale.

City Clerk Adkins read Resolution 2017-R-41 into the record by title only.

It was suggested that City Clerk Adkins provide a copy of Resolution 2017-R-41 to the Owner of the Miami Sea Aquarium and to the Florida League of Cities.

A motion was made by Vice-Mayor Yates, seconded by Commissioner Luke, to approve Resolution 2017-R-41. The motion carried by the following vote:

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

Mayor Carusone left the meeting at 5:00 p.m.

6. GENERAL BUSINESS:

- B. [17-1108](#) First Amendment to Superior, LLC Application Service Provider Order #160324-1 for revised goods and services for an estimated amount of \$581,819.90 plus Utilities training and contingency for the estimated amount of \$16,000, for an estimated budgeted project total of \$597,819.90.

Assistant City Manager Schult and Information Technology Manager Kasson presented an overview of the item.

Discussion ensued: (1) it was noted that upon authorization of the project it will take 18 months to complete; (2) the prorated annual access fee of \$15,500 is for backend hosting; (3) the maintenance fee commencing October 1, 2017 is an incorrect proration as the software has not yet been implemented; (4) it was explained the Contract from April 2017 regarded hosting only, and the Amended Contract now includes TRACKIT software as an add-on; (5) it was stated that the charge for the annual fee will be correctly prorated or the annual due date will be based on the start date.

A motion was made by Commissioner Luke, seconded by Commissioner Hanks, to approve the first amendment to the Superior, LLC Agreement providing that the appropriate adjustments are made for all of the fees of the TRACKIT software. The motion carried by the following vote, with Mayor Carusone absent:

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

- C. [17-1379](#) Utilization of City of Miami Contract IFB 391322 for procurement of Laserfiche Document Management System, associated training and implementation services through MCCI, LLC, for an budgeted estimated amount of \$115,141.59 and a contingency estimated amount of \$10,000.

Assistant City Manager Schult and Information Technology Manager Kasson provided an overview of the item.

Discussion ensued: (1) it was explained that the Laserfiche System is a document management system for data storage and is a required component of Superion for the TRACKIT System; (2) it was noted the Laserfiche System will be hosted on-site and not cloud based storage; (3) the Contract will be completely funded by the Building Enterprise Fund; (4) it was clarified that stored information is backed up on several different layers in case of an emergency or accidental deletion and information is also stored off-site at the Disaster Recovery Center; (5) it was stated this purchase includes licensing of the product.

A motion was made by Commissioner Luke, seconded by Commissioner Hanks, to approve Utilization of City of Miami Contract IFB 391322 for procurement of the Laserfiche Document Management System, through MCCI, LLC, with an estimated budget of \$115,141.59 and a contingency estimated amount of \$10,000. The motion carried by the following vote with Mayor Carusone absent:

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

8. PUBLIC COMMENT:

There was no public comment.

9. COMMISSION COMMUNICATIONS:

Commissioner Luke: nothing to report.

Commissioner McDowell: gave a reminder that Saturday, December 9, 2017 at 5:00 p.m. is the Poinsettia Parade and Festival, the Parade will be along Sumter Boulevard, starting at La France Avenue and ending at City Hall.

Commissioner Hanks: nothing to report.

Vice-Mayor Yates: (1) will be attending a Florida League of Cities Conference, (2) starting in January, Veteran's Services will now be at City Hall on Monday, Wednesday and Friday, from 8:00 a.m. - 11:30 a.m. and 12:30 p.m. - 4:30 p.m. (3) asked that Assistant City Manager Schult convey to City Manager Lear to advise the Commission when the Parking Ordinance will be brought back, (4) would like the State of the City Address conducted at the Chamber of Commerce to be made public and suggested it be recorded and posted on the website.

Mayor Carusone: Was absent.

There was a consensus for Assistant City Manager Schult to provide feedback and ideas to present the State of the City to the public.

10. ADMINISTRATIVE AND LEGAL REPORTS:

City Attorney Slayton: nothing to report.

Assistant City Manager: nothing to report.

City Clerk Adkins: nothing to report.

11. ADJOURNMENT:

Vice-Mayor Yates adjourned the North Port City Commission Special Meeting at 6:00 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.