



MEMORANDUM
Parks & Recreation Department

TO: A. Jerome Fletcher II, ICMA-CM, MPA, City Manager
THROUGH: Juliana B. Bellia, Assistant City Manager
FROM: Sandy Pfundheller, CPRE, Parks & Recreation Director
SUBJECT: Evaluation of Kiwanis Club Modular Building Request at Dallas White Park
DATE: November 10, 2025

During the October 14, 2025, City Commission Regular Meeting, agenda item #25-2904 prompted discussion regarding a request from the Kiwanis Club, Inc. of North Port to place a portable building on City-owned property at Dallas White Park. A motion was made to direct the City Manager to identify options to offer the Kiwanis Club of North Port, Inc. space at Dallas White Park. In response to the Commission's directive, the Parks & Recreation Department, Public Works Department, and the Division of Social Services conducted an initial review of the Club's space needs and explored potential locations within the existing park parcel.

The Kiwanis Club has indicated a need for a minimum of 1,400 square ft. of dedicated space to support its programming and community service initiatives.

A) Utilization of Scout House

- **Benefits:** Existing infrastructure includes a large 2,400 square ft. meeting space, small kitchen, restrooms, and screened porch; dedicated parking area; consistent weekday availability between 8am-3pm; some weekend availability, pending Scout troop usage.
- **Limitations:** Priority use of space granted to Scout troops; lack of dedicated storage space; immediate parking area limited; conflicts during peak weekday hours (4pm-8pm) and Sundays; inability for permanent set-up due to shared use; some utilization for parks and recreation classes.
- **Opportunities:** Adjacent open space surrounding the building could support expansion of the existing footprint or accommodate a modestly sized storage building.

B) Green Space Between Cocoplum Waterway and Sam Shapos Way

- **Benefits:** Existing utility connections remain from prior post-hurricane use by Utilities Department; improved access to existing parking; high visibility from North Port Boulevard
- **Limitations:** Sight line concerns from nearby property owners; competing interest in space from local rowing group; future parking conflicts once athletic field is activated and when the space formerly occupied by the Art Center is redeveloped; this area of the site lacks a dumpster enclosure, sidewalk/crosswalk and Americans with Disabilities Act (ADA) compliant parking, as well as site lighting necessary to host evening events.
- **Opportunities:** Currently underutilized space with sufficient room to support a modular building.

Key Considerations

- The City Commission must determine whether the proposed placement of a modular building by the Kiwanis Club on City-owned property at Dallas White Park serves a public purpose. If affirmed, it is recommended that the arrangement be formalized through a lease agreement.
- If the Kiwanis Club seeks exclusive use, the green space near the waterway offers the most flexibility and is already equipped with utility connections. If the Kiwanis Club is open to shared use and scheduling can be coordinated with existing Scout troop activities, the Scout House offers a collaborative temporary solution with the potential for future expansion.
- It is important to note that the Parks & Recreation Master Plan recommendations are in progress with a finalized document expected to be presented for adoption in December. Because this request was received after the plan was initiated, it is not considered within the scope of the plan's recommendations.
- Any modular building proposed for installation must be certified to meet the Florida Building Code as identified in the staff summary for agenda item #25-2904.
- Due to the park's proximity to the Cocoplum Waterway, any development on site must comply with applicable environmental regulations to protect water quality and mitigate runoff impacts.

JBB/SP

CC: Trish Sturgess, CPRP, AFO, Assistant Parks & Recreation Director
Chuck Speake, Public Works Director
Janet Carrillo, Social Services Manager