MEMORANDUM
Department of Public Works

TO: Historic and Cultural Advisory Board

CC: Honorable Mayor and City Commission

THRU: A Jerome Fletcher II, ICMA-CM, CM, City Manager
Jason Yarborough, ICMA-CM, Deputy City Manager
Chuck Speake, Public Works Director

Juliana B. Bellia Digitally signed by Juliana B. Bellia Date: 2024.12.19 16:39:19 -05'00'

Digitally signed by Jason Yarborough Date: 2024.12.19 10:52:05 -05'00'

Chuck Speake Digitally signed by Chuck Speake Date: 2024.12.18 14:20:40 -05'00'

FROM: Manuel Abreu, Public Works Project Manager

Manuel Abreu Digitally signed by Manuel Abreu Date: 2024.12.18 13:33:46 -05'00'

DATE: December 18, 2024

SUBJECT: Additional Information Needed for Historic Designation Recommendations

During the Commission Regular Meeting on October 22, 2024, the City Commission reviewed the Historical and Cultural Advisory Board's memorandum regarding the City's interest in the designation of historical sites, including specific homes, for preservation. During the discussion, a motion was made to direct the staff liaison to send a memo to the Historical and Cultural Advisory Board (HCAB) and copy the Commission, requesting additional information about the reasons for designating Biscayne Plaza and specific homes. The motion also included a request to share the minutes from the March 3, 2022 Commission meeting with the HCAB to seek validation for the turpentine dock and railroad.

Minutes from the March 3, 2022 Commission meeting are attached. During this meeting, the City Commission moved to provide direction to the Historic Cultural Advisory Board to pursue avenues seeking validation for the suspected turpentine mill, turpentine dock, and railroad section through Sarasota County Historical Society, Manatee County Historical Society, Charlotte County Historical Society, and any other historical societies within those counties.

At this time, the City has not received information from the Historic and Cultural Advisory Board supporting the reported historical significance of these items.

Attachments:

1. Draft October 22, 2024 Meeting Minutes
2. March 3, 2022 Meeting Minutes
3. DHR Project File No. 2023-3133-B Letter

Clerk Instructions
&
Suggested Motions

City Commission Regular Meeting

CALL TO ORDER

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

ROLL CALL
City Manager Fletcher, Interim City Attorney Golen, City Clerk Faust, Planner I Brown, Fire Chief Titus, Development Services Assistant Director Barnes, Public Works Assistant Director Wisner

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Terry Chaney.

1. APPROVAL OF AGENDA

Mayor White requested a motion to approve the agenda.

A motion was made by Commissioner McDowell, seconded by Commissioner Langdon, to approve the agenda as presented. The motion carried on the following vote: all yes

2. PUBLIC COMMENT:

There was no public comment.

3. ANNOUNCEMENTS

A. **24-0220** Announcement of Current Advisory Board and Committee Vacancies

Mayor White announced the item and called on the City Clerk to read the announcements.

Ms. Faust read the announcements into the record.

4. CONSENT AGENDA:

Mayor White announced the item and queried the City Manager regarding items pulled from the consent agenda for discussion.

There was no public comment.

Mayor White requested a motion.

A motion was made by Vice Mayor Stokes, seconded by Commissioner Emrich, to approve the items in the consent agenda. The motion carried on the following vote: all yes

A. **24-0829** Approve the Sole Source Materials Management Agreement Between the City of North Port and Synagro, dba Charlotte County Bio-Recycling Center, LLC, for Yard Waste Processing and Authorize City Manager to

Approve All Future Renewals.

This item was approved on the consent agenda.

B. **24-1411** Approve the WebEOC Subscription Agreement (Hosted Implementation) for Emergency Management Software, With ESi Acquisition, Inc., a Division of Juvare LLC, in the Amount of $48,970.81 Over a Three-Year Period.

This item was approved on the consent agenda.

C. **24-1472** Approve the Business Associate Agreement Between CommuniCare Technology, Inc. d/b/a Pulsara and the City of North Port for an Emergency Medical Services Application for Communications With Local Hospitals.

This item was approved on the consent agenda.

D. **24-1479** Approve the Twelfth Amendment to Construction Manager at Risk Contract No. 2023-17.002 for Construction Services Contract, Phase II With Halfacre Construction Company in the Amount of $72,712.34, for Hurricane Ian Repairs at McKibben Park.

This item was approved on the consent agenda.

E. **24-1480** Approve the Thirteenth Amendment to Construction Manager at Risk Contract No. 2023-17.002 for Construction Services Contract, Phase II With Halfacre Construction Company in the Amount of $34,375.17, for Hurricane Ian Repairs at Veteran's Park.

This item was approved on the consent agenda.

F. **24-1463** Approve the First Amendment to the Lease Agreement between the City of North Port and the Safe Place and Rape Crisis Center, Inc., (SPARCC) for Space at the Family Service Center

This item was approved on the consent agenda.

G. **24-1464** Approve the First Amendment to the Lease Agreement between the City of North Port and Big Brothers Big Sisters of the Sun Coast, Inc., for Space at the Family Service Center

This item was approved on the consent agenda.

H. **24-1465** Approve the First Amendment to the Lease Agreement between the City of North Port and Literacy Volunteers of South Sarasota County, Inc., (LVSSC) for Space at the Family Service Center

This item was approved on the consent agenda.

I. **24-1505** Approve the Third Amended Peace River Regional Water Supply Authority Master Water Supply Contract and Approve and Authorize the Mayor to Execute the Written Notification of Additional Water Supply Contingent Upon Approval of a Financial Agreement between the City of North Port and West Villages Improvement District

This item was approved on the consent agenda.

J. **24-1491** Approve the Reappointment of Terry Mccloud as a Regular Member of the Municipal Firefighters Pension Trust Fund Board of Trustees, to Serve a Term From October 22, 2024, to October 21, 2026.

This item was approved on the consent agenda.

K. **24-1495** Approve the Reappointment of Gail Stevens as a Regular Member of the Parks & Recreation Advisory Board, to Serve a Term From October 22, 2024, to October 21, 2027.

This item was approved on the consent agenda.

L. **24-1492** Approve the Appointment of Gustavo Collazo as an Alternate Member of the Parks & Recreation Advisory Board, to Serve a Term From October 22, 2024, to October 21, 2027.

This item was approved on the consent agenda.

M. **24-1493** Approve the Appointment of Monica Beckett as a Regular Member of the Historic & Cultural Advisory Board, to Serve a Term From October 22, 2024, to October 21, 2027.

This item was approved on the consent agenda.

N. **24-1494** Approve the Appointment of Tery Cheney as a Regular Member of the Zoning Board of Appeals, to Serve a Term From October 22, 2024, to October 21, 2027.

This item was approved on the consent agenda.

O. **24-1498** Approve the Appointment of Marianne Nowottny as a Regular Member of the Historic & Cultural Advisory Board, to Serve a Term From October 22, 2024, to October 21, 2027.

This item was approved on the consent agenda.

P. **24-1499** Approve the Appointment of Yeonwoo Kang as a Student Member of the Environmental Advisory Board, to Serve a Term From October 22, 2024, to October 21, 2025.

This item was approved on the consent agenda.

Q. **24-1500** Approve the Appointment of Marat Bagaev as a Regular Member of the Planning and Zoning Advisory Board, to Serve a Term From October 22, 2024, to October 21, 2028.

This item was approved on the consent agenda.

R. **24-1523** Approve the September 18, 2024 Commission Special Meeting Minutes

This item was approved on the consent agenda.

S. **24-1524** Approve the September 25, 2024 Commission Special Meeting Minutes

This item was approved on the consent agenda.

T. **24-1525** Approve the October 7, 2024 Commission Workshop Meeting Minutes

This item was approved on the consent agenda.

U. **24-1526** Approve the October 3, 2024 Commission Regular Meeting Minutes

This item was approved on the consent agenda.

5. PUBLIC HEARINGS:

RESOLUTIONS:

A. **RES. NO. 2024-R-64** A Resolution of the City of North Port, Florida, Authorizing the City Commission to Participate in a Joint Meeting With the Sarasota County Commission to Receive, Discuss, and Act Upon Matters of Mutual Interest; Incorporating Recitals; Providing for Severability; and Providing an Effective Date.

Mayor White announced the item and called on the City Clerk to read by title only.

Ms. Faust read the Resolution by title only.

Ms. Faust introduced the item.

Commission questions and discussion took place regarding list of topics for discussion.

There was no public comment.

Mayor White closed the public hearing and requested a motion.

A motion was made by Commissioner Langdon, seconded by Commissioner Emrich, to adopt Resolution No. 2024-R-64 as presented. The motion carried on the following vote: all yes

B. **RES. NO. 2024-R-63** A Resolution of the City Commission of the City of North Port, Florida, Vacating a Portion of the Street, Tree & Landscape Easement for Lot 29, Gran Place Subdivision; Providing For Findings; Providing for Recording; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Mayor White announced the item, called on the City Clerk to read by title only, and swear in those wishing to provide testimony.

Ms. Faust read the Resolution by title only and swore in those wishing to provide testimony.

Commissioners disclosed no ex parte communications.

Richard Rogers, Contractor/Developer, being duly sworn, provided a presentation including setback encroachment, final inspections, application approval, and request for approval.

Mr. Brown, being duly sworn, provided a presentation including overview, background, review process, compliance with Florida Statutes and Unified Land Development Code (ULDC), and staff recommendations.

Ms. Faust stated there were no aggrieved parties.

There were no rebuttals by the Applicant or Staff.

There was no public comment.

Commission questions and discussion took place regarding properties within Gran Place, and encroachment size.

Ms. Barnes spoke to permitting review process and plans review.

There were no closing arguments by Staff.

Mr. Rogers provided closing arguments regarding site plan and easement.

Mayor White closed the public hearing and requested a motion.

A motion was made by Vice Mayor Stokes, seconded by Commissioner Emrich, to adopt Resolution No. 2024-R-63 as presented.

A motion to amend was made by Commissioner McDowell, seconded by Vice Mayor Stokes, to refund 50% of the vacation of easement costs to the Applicant.

Commission questions and discussion took place regarding cost and responsibility.

The motion to amend carried on the following vote with Vice Mayor Stokes dissenting due to responsibility of developer to ensure accuracy.

The main motion as amended carried on the following vote: all yes

6. GENERAL BUSINESS:

C. **24-1378** Discussion and Possible Action Regarding Requests to Purchase City of North Port Commercial Property Located at 2400 Commerce Parkway, North Port, FL, Parcel Identification Number 0962110080.

Mayor White announced the item.

Mr. Fletcher introduced the item.

Commission questions and discussion took place regarding letters of intent (LOI), third party property appraisal, property zoning accuracy, updated LOI, payment of closing cost, and city owned property inventory list.

Public Comment:
Tae Shin: Spoke to interest in purchasing the property.
Marat Bagaer: Spoke to appraisal price and listing of property.
Jeff Ilyor: Spoke to interest in purchasing the property.

Commission questions and discussion continued regarding possible property uses.

Mayor White requested a motion.

A motion was made by Commissioner Langdon, seconded by Commissioner McDowell, to direct the City Manager to work with staff to initiate negotiations regarding the sale of property located at 2400 Commerce Parkway, North Port, FL, Parcel Identification Number 0962110080.

Commission discussion took place regarding receipt of appraisal prior to negotiations and developer interest.

The motion carried on the following vote: all yes

D. **24-1435** Discussion and Possible Action Regarding the City Clerk's 6-Month Evaluation.

Mayor White announced the item.

Ms. Faust introduced the item.

Commission discussion took place regarding City Clerk performance.

There was no public comment.

Mayor White requested a motion.

A motion was made by Commissioner Emrich, seconded by Vice Mayor Stokes, to approve a 5% increase for the City Clerk Faust based on the performance evaluation.

Commission discussion continued regarding prior increase.

The motion carried on the following vote with Commissioner McDowell dissenting due to 10% increase over the course of a year.

E. **24-1511** Discussion and Possible Action Regarding Approval of the September 24, 2024 Commission Regular Meeting Minutes

Mayor White announced the item.

Ms. Faust introduced the item.

There were no Commission questions or discussion.

There was no public comment.

Mayor White requested a motion.

A motion was made by Vice Mayor Stokes, seconded by Commissioner Langdon, to approve the September 24, 2024 meeting minutes as presented with the recommended changes. The motion carried on the following vote: all yes

7. PUBLIC COMMENT:

There was no public comment.

8. COMMISSION COMMUNICATIONS:

Mayor White called on Commissioners for communications.

A. **24-1534** Vice Mayor Stokes' Communications

Vice Mayor Stokes reported on upcoming events.

B. **24-1533** Mayor White's Communications

Mayor White reported on events attended and important topics.

C. **24-1531** Commissioner Emrich's Communications

Commissioner Emrich did not have a report.

D. **24-1532** Commissioner McDowell's Communications

Commissioner McDowell reported on events attended.

E. **24-1530** Commissioner Langdon's Communications

Commissioner Langdon reported on events attended and important topics.

9. ADMINISTRATIVE AND LEGAL REPORTS:

Mayor White called on Charter Officers for reports.

A. **24-0232** City Clerk's Monthly Report

Ms. Faust did not have a report.

B. **24-1513** City Attorney's Monthly Report

Mr. Golen did not have a report.

C. **24-1519** City Manager's Monthly Report

Mr. Fletcher did not have a report.

10. ADJOURNMENT:

Mayor White adjourned the meeting at

City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes

City Commission Special Meeting

CITY COMMISSIONERS
Pete Emrich, Mayor
Barbara Langdon, Vice Mayor
Jill Luke, Commissioner
Debbie McDowell, Commissioner
Alice White, Commissioner

APPOINTED OFFICIALS
Jerome Fletcher, City Manager
Amber L. Slayton, City Attorney
Heather Taylor, City Clerk

Thursday, March 3, 2022 **1:00 PM** **CITY COMMISSION CHAMBERS**

CALL TO ORDER

Mayor Emrich called the meeting to order at 1:00 p.m.

ROLL CALL

Present: 5 - Mayor Pete Emrich, Vice Mayor Barbara Langdon, Commissioner Jill Luke, Commissioner Alice White and Commissioner Debbie McDowell

Also Present

City Manager Jerome Fletcher, City Attorney Amber Slayton, City Clerk Heather Taylor, Recording Secretary Amanda Baker, Fire Division Chief Nick Herlihy, Deputy Police Chief Chris Morales, Planner II Noah Fossick, Interim Public Works Director Chuck Speake, Public Works Business Manager Garrett Woods, Social Services Manager Janet Carrillo, and Finance Director Kimberly Williams

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Jill Luke.

1. APPROVAL OF AGENDA

A motion was made by Vice Mayor Landon, seconded by Commissioner Luke, to approve the Agenda as presented.

Discussion took place regarding reordering the agenda.

A motion to amend was made by Commissioner McDowell, seconded by Commissioner Luke, to reorder the Agenda to hear Item No. 22-2053 before Item No. 22-2017. The motion to amend carried on the following vote:

Yes: 5 - Mayor Emrich, Vice Mayor Langdon, Commissioner Luke, Commissioner White and Commissioner McDowell

The main motion as amended carried on the following vote:

Yes: 5 - Mayor Emrich, Vice Mayor Langdon, Commissioner Luke, Commissioner White and Commissioner McDowell

2. PUBLIC COMMENT:

Allain Hale: Environmental Advisory Board discussion regarding a joint meeting with Historic and Cultural Advisory Board (HCAB).

3. GENERAL BUSINESS:

C. 22-2053 Discussion and Possible Action on the Historic and Cultural Advisory Board Recommendation to Develop Plans Pertaining to the Documentation of the Turpentine Docks and the Railroad Bed within the City of North Port

Mayor Emrich announced the item.

Mr. Fletcher introduced the item.

Mr. Fossick spoke to previous site surveys.

Chris Sterner, Historic and Cultural Advisory Board (HCAB) Board Member, provided a presentation including examination of the turpentine docks and rail bed, site photos and locations, lumber removal, land purchase and history, local map of the railroad, and suspected train depot.

Commission questions took place regarding sufficient level of water in the waterway for transit of turpentine, informational letter from Mr. Speake regarding 2019 cultural and resource inspection, designation of Pan American to Little Salt Springs, projected active time period for the dock area and railroad, and the intended outcome for the sites.

Mr. Speake responded to questions regarding location of the removed lumber and determining approximate age of the items.

Discussion took place regarding feasibility of the waterways in the early 1900s, validating the still base and sites, utilizing the sites as educational points, cost of validating the sites, HCAB contacting local historical societies to assist in the validation process, and staff resources to research the sites.

A motion was made by Commissioner Luke, seconded by Commissioner McDowell, to provide direction to the Historic Cultural Advisory Board to pursue avenues seeking validation for the suspected turpentine mill, turpentine dock, and railroad section through Sarasota County Historical Society, Manatee County Historical Society, Charlotte County Historical Society, and any other historical societies within those counties. The motion carried on the following vote:

Yes: 5 - Mayor Emrich, Vice Mayor Langdon, Commissioner Luke, Commissioner White and Commissioner McDowell

A. 22-2017 Discussion and Possible Action Regarding the Comparison List of All Non-Profit Public Leases; for Updating the City Fee Structure to Include Rates for Public Leases; and for Review of Potential Leasing Policy Points in the Facility Rental Plan

Mayor Emrich announced the item.

Mr. Fletcher introduced the item.

Mr. Speake provided a presentation including policy overview, definitions, statement of policy and procedures, perceived lease goals, actions regarding the new policy, City webpage, adding new rates to the City rate schedule, and centralized management of lease contracts.

Commission questions took place regarding minimum hours required for leasing, verifying space utilization, organization staffing, measuring and validating the public benefits, 32-hour rule being determined by Commission, rates for non-profit organization leases in other municipalities, original lease rates, tracking utility usage, objectives for reduced rates for non-profit organizations, intent of organizations renting space, whether lease rates should be amenities-based, and rating based on type of usage.

Ms. Carrillo spoke to tenants following the 32-hour rule.

Discussion took place regarding governmental vs. private entities, fluctuation of lease rates, organizations providing the same amount of benefits, establishing the market rate per building, assessing space for storage and office space purposes, qualitative evaluations, and soliciting specific agencies.

B. 22-2042 Discussion and Possible Action to Create a Maintenance and Renovation Account for Facilities and Building Maintenance.

Mayor Emrich announced the item.

Ms. Fletcher introduced the item.

Mr. Speake provided a presentation including an overview of existing City-maintained facilities and buildings, implementing a 10-year facilities maintenance plan, budget impact, funding plan, maintenance provided by City staff and contractors, types of maintenance, percentage of contractor vs. City staff maintained work, emergency repairs vs. proactive maintenance, steps to develop the 10-year plan, maintenance plan report, Funding Plan Option #1 including continuing to provide funds to address deferred maintenance problems now combined with identified annual funds for predictive facility maintenance based on the Facilities Maintenance Assessment Report, Funding Plan Option #2 including annual increase of the Operating Budget for Facilities maintenance over the next 10 years to meet the identified annual funding needs based on the Facilities Maintenance Assessment Report, and staff recommendation.

Commission questions took place regarding assessing and calculating the 10-year plan for each facility/building, factoring in the conception of cost for projects that exceed 10 years, types of projects the funding encompasses, Districts project funding, the plan being geared toward major facility components, and the differences between Funding Plan Option #1 and Option #2.

Discussion took place regarding community concerns and time frame for establishing the Replacement and Renewal (R&R) fund.

A motion was made by Vice Mayor Langdon, seconded by Commissioner Luke, to direct staff to implement Option #1 Funding Plan to continue providing funds to address deferred maintenance problems now, combined with identified annual funds to meet facility predictive maintenance needs based on the Facilities Maintenance Assessment Report.

Discussion took place regarding including naming the R&R fund account in the motion.

Vice Mayor Langdon withdrew her motion. Commissioner Luke withdrew her second.

A motion was made by Vice Mayor Langdon, seconded by Commissioner Luke, to direct staff to implement Option #1 Funding Plan to continue providing funds to address deferred maintenance problems now, and create a Replacement and Renewal (R&R) fund to meet facility predictive maintenance needs based on the Facilities Maintenance Assessment Report.

Ms. Williams spoke to the motion allowing flexibility for staff to decide the appropriate name.

Vice Mayor Langdon withdrew her motion. Commissioner Luke withdrew her second.

Mayor Emrich passed the gavel to Vice Mayor Langdon.

A motion was made by Mayor Emrich, seconded by Commissioner Luke, to direct staff to create a maintenance and renovation account for facilities and building maintenance based on Option #1 of the maintenance plan. The motion carried on the following vote:

Yes: 5 - Mayor Emrich, Vice Mayor Langdon, Commissioner Luke, Commissioner White and Commissioner McDowell

Vice Mayor Langdon passed the gavel back to Mayor Emrich.

4. PUBLIC COMMENT:

There was no public comment.

Discussion took place regarding Sarasota Commissioner Hagen Brody requesting support from the City to stand in solidarity with the Ukranian community.

There was a consensus to show support in solidarity for the Ukraine and support Hagen Brody in his endeavors on separating from their Sister City in Russia.

5. ADJOURNMENT:

Mayor Emrich adjourned the meeting at 3:20 p.m.

City of North Port, Florida

By: ____
Pete Emrich, Mayor

Attest: ____
Heather Taylor, City Clerk

These minutes were approved on the ____ day of _______________, 20___.

RON DESANTIS
Governor

CORD BYRD
Secretary of State

Southwest Florida Water Management District
2379 Broad St.
Brooksville, FL 34604

January 31, 2024

RE: DHR Project File No.: 2023-3133-B Received by DHR: January 11, 2024
Phase I Cultural Resources Assessment Survey, Myakkahatchee Creek, North Port, Sarasota County, Florida

To Whom It May Concern:

We note that in May through July 2019, PaleoWest conducted the above referenced cultural resource assessment survey (CRAS) on behalf of the City of North Port. Our office has reviewed the referenced project in accordance with Section 106 of the *National Historic Preservation Act of 1966*, as amended, and its implementing regulations in *36 CFR Part 800: Protection of Historic Properties*, and Chapters 267.061 and 373.414, *Florida Statutes*, and implementing state regulations, and the State 404 Program Operating Agreement for possible effects on historic properties listed, or eligible for listing, in the *National Register of Historic Places* (NRHP), or otherwise of historical, architectural, or archaeological value. The project has become subject to compliance with requirements for Southwest Florida Water Management District Permit Application No. 884344.

Over the course of the survey, PaleoWest discovered two new archaeological sites, 8SO14098 and 8SO14099, and two archaeological occurrences (AOs) during field survey of the 4.92-mile-long area of potential effect (APE) during the Phase I survey. AOs are categorically excluded from listing on the NRHP. At site 8SO14098, PaleoWest discovered features and materials associated with a historical wooden platform. PaleoWest determined that 8SO14098 lacked historical significance and integrity and was therefore not NRHP eligible. At site 8SO14099, PaleoWest discovered a surface scatter of nondiagnostic ceramic artifacts. PaleoWest determined that 8SO14099 could not be fully delineated within the survey area and therefore had insufficient information to make a final determination of NRHP-eligibility. However, based on the archaeological material encountered within the APE, PaleoWest recommended that the proposed undertaking would have no adverse effect to the site and recommended no avoidance of the site.

Based on the information provided, our office concurs with the presented survey results and recommendations and finds that the proposed project will have no adverse effect on historic properties listed, or eligible for listing, in the NRHP, or otherwise of historical, archaeological, or architectural value within the surveyed APE. Further, we find the submitted report complete and sufficient in accordance with Chapter 1A-46, Florida Administrative Code.

If you have any questions, please contact Ethan Putman, Historic Preservationist, by email at Ethan.Putman@dos.myflorida.com.

Sincerely,

Kelly L Chase
For
Alissa Slade Lotane
Director, Division of Historical Resources
& State Historic Preservation Officer