



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes - Draft City Commission Workshop

### *CITY COMMISSIONERS*

*Barbara Langdon, Mayor*

*Alice White, Vice Mayor*

*Pete Emrich, Commissioner*

*Debbie McDowell, Commissioner*

*Phil Stokes, Commissioner*

### *APPOINTED OFFICIALS*

*Jerome Fletcher, City Manager*

*Amber L. Slayton, City Attorney*

*Heather Faust, City Clerk*

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Wednesday, June 14, 2023

9:00 AM

City Commission Chambers

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### CALL TO ORDER

Mayor Langdon called the meeting to order at 9:00 a.m.

### ROLL CALL

**Present:** 5 - Mayor Barbara Langdon, Vice Mayor Alice White, Commissioner Pete Emrich, Commissioner Debbie McDowell and Commissioner Philip Stokes

### Also Present:

City Manager Jerome Fletcher, Assistant City Attorney Michael Golen, Assistant City Attorney Margaret Roberts, City Clerk Heather Faust, Assistant City Clerk Adrian Jimenez, Deputy Fire Chief Nick Herlihy, Police Chief Todd Garrison, Deputy Police Chief Chris Morales, Assistant City Manager Julie Bellia, Assistant City Manager Jason Yarborough, Interim Economic Development Manager Vinnie Mascarenhas, Business Services Coordinator Kaitlyn Griffin, Finance Director Kimberly Williams, Budget Administrator Lisa Herrmann, Performance and Accountability Officer Eve Sweeting, Human Resources Director Christine McDade, Human Resource Manager Deborah Hope, Risk and Benefits Manager Sandy Knowles, Information Technology Director Eric Ryan, Public Information Officer Jason Bartolone, Parks and Recreation Director Sandy Pfundheller, Assistant Parks and Recreation Director Patricia Sturgess, and Social Service Manager Janet Carrillo.

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Debbie McDowell.

### 1. PUBLIC COMMENT:

John Rawlings: expressed support of City staff and budget, and tree removal process.

### 2. GENERAL BUSINESS:

A. [23-0949](#) Discussion and Possible Direction Regarding the Fiscal Year 2024 City

### Manager's Recommended Budget.

Mayor Langdon announced the item and spoke to the meeting process.

Mr. Fletcher introduced the item and spoke to the budget process, property value, budget cost, accomplishments, budget approach, level of services, proposed mileage rate increase, and priorities ranked by strategic pillar.

Commission questions and discussion took place regarding strategic priorities on Economic Development.

Ms. Sweeting spoke to ranking of strategic priorities.

Commission questions and discussion continued regarding a future workshop to discuss strategic priorities and pillars.

Public Comment:

David Duval: City Manager's proposed budget cover letter and 2021 census.

Mr. Fletcher continued his presentation on mileage rates and ad valorem collections, ten year taxable value history, major general fund revenues, general fund key changes, public service tax comparisons, general fund change in fund balance, general fund overview, general fund budget by strategic pillar, FY2024 general fund budget proposal by strategic pillar, all funds budget by strategic pillar, FY2024 all funds budget proposal by strategic pillar, Road and Drainage, Fire Rescue and Solid Waste Districts, Building and Utilities fund, Fleet Management fund, and City-Wide staffing changes by strategic pillar.

### B. [23-0993](#)

#### Human Resource Department

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including impact of Hurricane Ian and organizational chart.

Ms. Hope spoke to Human Resources Coordinator Training and Development position, organizational chart and recruiting and resources.

Ms. Knowles spoke to Administrative Support Specialist position.

Mr. Fletcher continued his presentation including performance measures, budget summary and proposals.

Ms. Bellia responded to questions regarding the need for a training position and recruiter.

Commission questions and discussion continued regarding employee satisfaction.

There was no public comment.

Commission questions and discussion continued regarding health insurance, incentives, compensation package and rates, benefits program, retaining employees, quality employees, lower-level incomes, supporting families, private companies, and retention of employees.

***There was consensus for the City to absorb the cost of employee health insurance.***

**C.** [23-0994](#) Finance Department

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including impact of Hurricane Ian, organizational chart, Payroll Administrator position, ranked priorities, performance measures, and budget summary and proposals.

Ms. Williams responded to questions regarding training cost allocations.

Commission questions and discussion continued regarding employee training.

Ms. Sweeting spoke to yellow and green belt training.

Commission questions and discussion continued regarding accountability, financial reporting, Lean Six Sigma training, performance achievements, and quality of staff.

There was no public comment.

**D.** [23-0995](#) City Manager / Communications Department

Mayor Langdon announced the item

Mr. Fletcher introduced the item and provided a presentation including impact of Hurricane Ian.

Mr. Bartolone spoke to staffing plans, improving plans, media partnerships and local radio stations, and emergency communications functions.

Mr. Fletcher continued his presentation including organizational chart, Multimedia Specialist position, Community Outreach Coordinator positions, ranked priorities, performance measures and grants, performance measure communications, budget summary, young professionals, and budget proposals.

Commission questions and discussion took place regarding communications division growth, consolidation concept, media outlets, transparency, Professional Services, Citizens Academy, Outreach Coordinator positions, organizational branding, push campaigns, WKDW Radio, media partnership, and communication awards.

There was no public comment.

**E.** [23-0996](#) City Clerk Department

Mayor Langdon announced the item

Mr. Fletcher introduced the item and provided a presentation including organization chart, ranked priorities, performance measures, budget summary, and no budget proposals.

Ms. Faust responded to questions regarding funding of legal ads.

There was no public comment.

Recess was taken from 10:56 a.m. until 11:07 a.m.

**F. [23-0997](#) City Commission Department**

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including budget summary and no budget proposals.

There were no Commission questions or discussion.

There was no public comment.

**G. [23-0998](#) City Attorney's Department**

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including impact of Hurricane Ian, organizational chart, ranked priorities, performance measures, budget summary, and no budget proposals.

Commission questions and discussion took place regarding document templates.

There was no public comment.

**H. [23-0999](#) Information Technology Department**

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including impact of Hurricane Ian.

Mr. Ryan spoke to impact of Hurricane Ian, new generator, and Verizon partnership.

Mr. Fletcher continued his presentation including organizational chart, Financial Systems Analyst position, ranked priorities, performance measures, budget summary and proposals, and not recommended budget proposals.

Commission questions and discussion took place regarding security issues, Financial Systems Analyst position, and Budget Proposal 2603.

***There was consensus to fund Budget Proposal 2603 and give the City Manager authorization to reduce budget in another area.***

There was no public comment.

**I. [23-1004](#) Non Departmental**

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including budget summary and no budget proposals.

There were no Commission questions or discussion.

There was no public comment.

**J. [23-1000](#) Parks and Recreational Department**

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including impact of Hurricane Ian.

Ms. Pfundheller spoke to impact of Hurricane Ian and closure of facility spaces.

Mr. Fletcher continued his presentation including organizational chart, Groundskeeper II position, ranked priorities, performance measures and Aquatic Center, and budget summary and proposals.

Commission questions and discussion took place regarding quality of life, promoting revenue for the Aquatic Center and Warm Mineral Springs (WMS) community engagement, Fund 125, Budget Proposal 2446, outsourcing mowing, and WMS fund, other sources and staffing.

Ms. Sturgess spoke to staffing.

Commission questions and discussion continued on Groundskeeper II position salary and performance on WMS.

There was no public comment.

Recess was taken from 11:59 a.m. until 12:45 p.m.

**K. [23-1001](#) Social Services Department**

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including impact of Hurricane Ian.

Ms. Carrillo spoke to impact of Hurricane Ian and nonprofit partners.

Mr. Fletcher continued his presentation including organizational chart, ranked priorities, performance measures, and budget summary and proposal.

Commission questions and discussion took place regarding vehicle proposal usage, new staffing, Resilient Sarasota grant, Senior Center Building, Community Education Center, new vehicle, rental event availabilities, establishing outreach relationships and awareness, optimizing services, and pre-planning organizations with nonprofits.

There was no public comment.

**L. [23-1002](#) Police Department**

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including impact of Hurricane Ian.

Chief Garrison spoke to impact of Hurricane Ian.

Mr. Fletcher continued his presentation including impact of Hurricane Ian, organizational chart, 16 new positions, ranked priorities, performance measures, budget summary and proposals and not recommended budget proposal.

Commission questions and discussion took place regarding number of new positions, resident ratio, consultant study, combined pillars, grants, Budget Proposals 2580, 2609, and 2478, Do the Right Thing program, Active Shooter training, Shoot House, speeding signs and cameras, and recruitment.

There was no public comment.

**M. [23-1003](#) Economic Development Division**

Mayor Langdon announced the item.

Mr. Fletcher introduced the item and provided a presentation including impact of Hurricane Ian.

Ms. Mascarenhas spoke to impact of Hurricane Ian.

Mr. Fletcher continued his presentation including organizational chart, ranked priorities, performance measures, budget summary and proposals and not recommended budget proposals.

Commission questions and discussion took place regarding interfacing with Chambers of Commerce, Retail Attraction and Development study, and Activity Center 6.

Mr. Yarborough spoke to Activity Center 6.

Commission questions and comments continued regarding retail study, Activity Centers, business friendly, job opportunities, attracting business, City demographics, projected City image, and training attendance and participation.

Ms. Griffin spoke to Budget Proposal 2525.

Commission questions and discussion continued regarding participating in manufacturing show and brochures.

Mr. Yarborough spoke to Activity Center 6 and process.

***There was consensus to instruct the City Manager to create a CIP sheet for Activity Center 6, including all project plans and needs.***

There was no public comment.

**3. PUBLIC COMMENT:**

There was no public comment.

In response to Commission discussion Mr. Fletcher spoke to utility tax, economic crisis, mileage rate, and electricity tax.

Ms. Williams spoke to local and City comparisons.

Commission questions and discussion took place regarding comparing municipalities, electric bills and taxes, mileage rate, consumption taxes, utility tax, assessments, affordable living, increasing taxes, budget cuts and consequences, properly funding City operations, Warm Mineral Springs (WMS), generated revenues, resident growth, water fee, and commercial footprint increase.

*There was consensus to raise the electric tax from 6% to 10%.*

*There was consensus to raise the water tax from 0% to 5%.*

Commission questions and discussion continued on starting date on water tax raise and notification to residents, home rule authority, and Department of Revenue (DOR) requirements.

**PUBLIC COMMENT:**

There was no public comment.

**4. ADJOURNMENT:**

Mayor Langdon adjourned the meeting at 2:42 p.m.

City of North Port, Florida

By: \_\_\_\_\_  
Barbara Langdon, Mayor

Attest: \_\_\_\_\_  
Heather Faust, City Clerk

These minutes were approved on the \_\_\_\_ day of \_\_\_\_\_, 2023.