



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes - Final Community Economic Development Advisory Board

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Tuesday, September 20, 2022

10:30 AM

City Hall Room 244

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### 1. Call to Order

Chair Worden called the meeting to order at 10:30 a.m.

### 2. Roll Call

**Present** 6 - Chair Worden, Vice Chair Pankiw, Board Member Van Bergen, Board Member Sautbine, Board Member Gortz and Board Member Burroughs  
**Absent** 2 - Board Member Van Salisbury and Board Member Dalton

### Also Present

Economic Development Manager Mel Thomas, Staff Assistant Kaitlyn Stelzer, Market Research Analyst Destiny Garrus, Marketing and Business Development Specialist Vinnie Mascarenhas, Staff Assistant I Jordan Ray, Marketing and Business Development Specialist Eve Sweeney, and Recording Secretary Susan Hale.

### 3. Pledge of Allegiance

The Pledge of Allegiance was led by the Board.

### 4. Public Comment

There was no public comment.

### 5. Approval of Minutes

A. [22-3308](#) Approval of Minutes for the July 26, 2022 Community Economic Development Advisory Board Meeting.

*A motion was made by Board Member Gortz, seconded by Board Member Sautbine, to approve the Minutes as presented. The motion carried unanimously on a voice vote.*

### 6. New Business

A. [22-3342](#) Election of a Vice Chair

Chair Worden stated nominations were now in order for the office of Vice Chair.

Board Member Gortz nominated David Pankiw as Vice Chair.

Chair Worden queried if there were any further nominations. Without objection, the

nominations were closed.

***The nomination of David Pankiw as Vice Chair carried unanimously on a voice vote.***

**B. [22-3535](#)** Comparison of the City of North Port Impact Fees to Surrounding and Comparable Municipalities

Chair Worden introduced the item.

Ms. Thomas provided an overview of the impact fee comparisons.

Mr. Ray reviewed a spreadsheet including North Port impact fee average compared to surrounding government entities and itemizing impact fees per locale..

Ms. Thomas spoke to local municipalities "built-out" situations compared to North Port's, impact fees for Activity Centers, North Port incentives compared to other entities, additional benefit of deferrals, impact fees being set for a certain number of years, and weighing start-up costs.

Discussion continued regarding higher incentives for medical/surgical centers and hospitals being an institutional category.

Ms. Thomas addressed a forthcoming posting to contract a retail strategist group, strategies for winning new business vs. new business' relocation concerns, and North Port's targeted industries by geographic area.

Discussion continued concerning restaurant impact fees compared to drive-thru's and incentive updates being presented to the Commission in November.

***There was a consensus to schedule an agenda item next month discussing the Commission's incentives presentation in November.***

**D. [22-3546](#)** Review of the Draft Economic Development Dashboard

There being no objection, Chair Worden moved Item No. 22-3546 ahead of Item No. 22-3436 and introduced the item.

Ms. Mascarenhas presented an overview including economic performance measures, goals, market feasibility study, supporting small businesses, new businesses in North Port, output measures of social media, definition of community partners, fine tuning Monthly Metrics, and each City Department creating their own dashboard.

**C. [22-3536](#)** Discussion Regarding Comparison of Rezoning Land and Land Availability for Commercial Use

***There was a consensus to postpone Item No. 22-3536 until the next meeting.***

## 7. Updates

**A. [22-2717](#)** Current Project Pipeline (Mel Thomas)

Chair Worden introduced the item.

Ms. Thomas spoke to losing a potential business due to timing, need for industry, a

nutraceutical company securing investments from a group of venture capitalists, final negotiations regarding property on I-75 and Toledo Blade Boulevard, Sarasota Memorial facility at I-75 and Sumter Boulevard, Costco at River Road and U.S. 41, and requested a Board representative volunteer to serve on a Neighborhood Advisory Board for the Sarasota Memorial project.

***There was a consensus that Ms. Thomas email Board Members requesting a Community Economic Development Representative and Alternate to serve on the Sarasota Memorial Neighborhood Advisory Board.***

**B. [22-3247](#) Budget Update (Mel Thomas)**

Chair Worden introduced the item.

Ms. Thomas provided an update including a request denied for funding to purchase land, upcoming Business Welcome at City Hall, proclamations to be presented at the October Commission Meeting, and the Atlanta Braves schedule.

**C. [22-3346](#) Update on Impact Fees and Impact Fee Incentives (Mel Thomas)**

***There was a consensus to postpone Item No. 22- 3346 until the next meeting.***

**D. [22-3547](#) Commission Workshop Discussion on Advisory Boards (Mel Thomas)**

***There was a consensus to postpone Item No. 22-3547 until the next meeting.***

**8. Future Agenda Items**

Future agenda items include Agenda Item Nos. 22-3536, 22-3346, and 22-3547, and an update regarding Commission discussion concerning Impact Fee deferrals.

**9. Public Comment**

There was no public comment.

**10. Adjournment**

Chair Worden adjourned the meeting at 12:08 p.m.

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Nicholas Worden, Chair

Minutes were approved on the \_\_\_ day of \_\_\_\_\_, 2022.