



# 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, April 19, 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.

### Roll Call

**Present** 5 - Board Member Worden, Board Member Pankiw, Board Member Van Bergen, Board Member Sautbine and Board Member Gortz  
**Absent** 2 - Vice Chair Garafalo and Board Member Van Salisbury

### Also Present

Economic Development Manager Mel Thomas, Market Research Analyst Randy Bowling, Staff Assistant Kaitlyn Stelzer, 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. [22-2612](#) Approval of Minutes for the March 15, 2022 Community Economic Development Advisory Board Meeting.

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

### 6. New Business

A. [22-2721](#) Discussion and Possible Action on Impact Fee Deferral

Chair Worden introduced the item.

Ms. Thomas addressed funding source, repayment of impact fees, deferment options, and Cape Coral model.

Discussion took place regarding deferrals basis, assessed value of impact fee vs. amount paid, default liens, shell company impact fees, small start-up businesses, qualified

employees, Small Business Association (SBA) programs, deferral criteria, ranking categories by number of employees, and retaining local employees.

***There was a consensus to reorganize Ordinance No. 2021-23, Section 58-110 Impact Fee Eligibility Criteria by eliminating Category 3 in its entirety.***

Discussion continued regarding subsidized childcare and housing, subsidized, "extra" credit point system, recruiting and retaining employees, supplemental benefits, and Commission Workshop discussion regarding affordable/attainable housing.

***There was a consensus to restructure Ordinance No. 2021-23, Section 58-110 Impact Fee Eligibility Criteria by combining Categories 1 and 2, to read:***

- 1. Establish new jobs to employ more full-time employees (or a number of full-time equivalent employees so as to constitute more full-time employees) in the City;***
- 2. Deliver, perform, offer, or engage in mechanical, personal, professional, or trade services. These operations must take place at a single fixed industrial, commercial, or professional facility located or co-located, if an existing business, in the City;***
- 3. Receive less than 25 percent of its revenue from retail sales.***

***To remove the resident requirement, allowing the supplemental criteria to show value if something is benefiting the community and/or environment.***

Chair Worden requested a motion.

***A motion was made by Board Member Gortz, seconded by Board Member Pankiw, to combine Categories 1 and 2, remove Category 3, remove the residential requirement, and to ensure the supplementary criteria is benefiting the community and the environment. The motion carried unanimously on a voice vote.***

## 7. Updates

### A. [22-2716](#) Activity Centers 1-5 and 8 Permitted and Prohibited Uses

Chair Worden introduced the item.

Mr. Bowling addressed the edits being incorporated in Resolution No. 2022-R-25 including renaming the Activity Centers, adding legislation for personal storage facilities, businesses being allowed in an Activity Center by Special Exception, and light and heavy industrial language being reviewed.

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

***A motion was made by Board Member Gortz, seconded by Board Member Sautbine, to postpone Items 22-2717, 22-2718, and 22-2719 to the May 17, 2022 meeting. The motion carried unanimously on a voice vote.***

### C. [22-2718](#) Review of Development Map

***This Item was postponed to the May 17, 2022 Community Economic Development Meeting.***

### D. [22-2719](#) Mobility Fee (Mel Thomas)

***This Item was postponed to the May 17, 2022 Community Economic Development Meeting.***

### E. [22-2720](#) Fiscal Year 2022-2023 Budget Process

Chair Worden introduced the item.

Board Member Pankiw provided a review of the Commission Budget Workshop including Economic Development's portion.

Ms. Stelzer spoke to the remaining public budget meetings.

Ms. Thomas addressed economic projects and developments in progress.

## 8. Future Agenda Items

Future agenda items included postponed Items No. 22-2717, Current Project Pipeline; No. 22-2718, Review of Development Map; and No. 22-2719, Mobility Fee, a review of the draft Impact Fee Ordinance, and review of Commission response to Memo.

## 9. Public Comment

There was no public comment.

## 10. Adjournment

Chair Worden adjourned the meeting at 12:06 p.m.

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Nicholas Worden, Chair

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