



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes - Draft Community Economic Development Advisory Board

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Wednesday, August 7, 2019

10:00 AM

CITY HALL ROOM 302

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### 1. Call to Order

Vice-Chair Diekman called the meeting to order at 10:02 a.m.

### 2. Roll Call

**Present** 3 - Vice-Chair Bill Diekman, Board Member Virginia Haley, and Board Member Richard Suggs  
**Absent** 1 - Chair Joseph Hafner

### Also Present

Senior Planner Heather Hansen, Planner Sherry Willette-Grondin, Economic Development Manager Mel Thomas, Staff Liaison, Economic Development Assistant Chris Johnes and Recording Secretary Ida Goodman.

### 3. The Pledge of Allegiance was led by the Board.

### 4. Public Comment

There was no public comment.

### 5. Approval of Minutes

- A. [19-0484](#) Approval of Minutes for the April 3, 2019 Community Economic Development Advisory Board Meeting.

*A motion was made by Board Member Suggs, seconded by Board Member Haley to approve the April 3, 2019 Community Economic Development Advisory Board Meeting Minutes as presented. The motion carried unanimously by voice vote.*

### 6. New Business

- A. **19-0818** Commission requested feedback on optimum meeting duration of all Advisory Board meetings
- Ms. Thomas introduced the item and discussion ensued regarding 2 hour duration time of meetings with the possibility of lasting longer as necessary and posted meeting time.

### 7. Presentations

- A. **19-0817** Sherry Willette and Heather Hansen: NDS presentation (including ULDC

update)

Ms. Willette-Grondin provided a presentation regarding the Staff Development Review (SDR) process and Ms. Hansen provided a presentation regarding the Unified Land Development Code (ULDC) re-write update, noting that a Joint Workshop meeting with the Planning & Zoning Advisory Board and City Commission is scheduled for October 21, 2019.

Discussion ensued regarding developer requirement to attend SDR meetings, clarification on developer plan requirements versus CIP requirements, possible input from Economic Development at SDR meetings, role of Planning & Zoning Division, participation in the previously scheduled ULDC public meetings and notification of future meetings, economic development element of the Comprehensive Plan, and streamlining the development permitting process, attending the October 21, 2019 Joint Workshop meeting and providing input, and clarification was provided regarding the Economic Development Division being moved under Neighborhood Development Services.

## 8.. Updates

### A. [19-0816](#)

Staff Liaison Thomas update:

New Economic Development staff member

Real Estate Summit status

Budget Process

Focus Groups

Grant Application

Interlocal status

CEDAB Recruitment endeavor

Business incentives

Strategic Plan/Feasibility Study undertaking

Braves 2020 opportunities

New Economic Development staff was introduced including Sandra Guffey, Chris Johnes and Research Analysis Bob Woodhall..

An overview of the Real Estate Summit was provided including time, date, location, entrance fees, guest speakers, proposed program and planned activities, and members were encouraged to provide suggestions and ideas on the programming and/or guest speakers.

Subsequent to a review of the presentation provided to the City Commission regarding the Economic Development Division budget, discussion ensued regarding economic development budgets in other municipalities.

An update regarding creating focus groups for economic development was provided and discussion ensued regarding agricultural businesses and other businesses to include in the focus group development.

An overview of grant applications and economic development for Sumter Boulevard development was provided.

Subsequent to an overview of the Interlocal agreement for the Sarasota County Economic Development Corporation (EDC ) between 4 municipalities and North Port's concerns of

the proposed agreement not including performance measures, discussion ensued regarding North Port's number of new developments, EDC marketing of North Port, tourism marketing, financial benefits of membership and dues of EDC, and shovel ready properties in North Port.

***A motion was made by Board Member Suggs, seconded by Board Member Haley to support the Interlocal Agreement between Sarasota County Economic Development Corporation and the City of North Port. The motion carried unanimously by voice vote.***

Subsequent to providing an overview of the Community Economic Development Advisory Board (CEDAB) membership and comparisons of other Municipality Economic Development Advisory Boards, discussion ensued regarding suggested membership criteria and previous Board members membership criteria.

Items not discussed included Business incentives, Strategic Plan/Feasibility Study undertaking and Braves 2020 opportunities.

## 9. Future Agenda Items

***A motion was made by Board Member Haley, seconded by Board Member Suggs to include on future Agenda items a discussion regarding the Sarasota County Economic Development Corporation. The motion carried unanimously by voice vote.***

***A motion was made by Board Member Suggs, seconded by Board Member Haley to include on future Agenda items a discussion regarding offering incentives for new business development. The motion carried unanimously by voice vote.***

***A motion was made by Board Member Suggs, seconded by Board Member Haley to include on future Agenda items a discussion regarding Board recruitment. The motion carried unanimously by voice vote.***

## 10. Public Comment

There was no public comment.

## 11. Adjournment

***A motion was made by Board Member Suggs, seconded by Board Member Haley to adjourn the August 7, 2019 Community Economic Development Advisory Board meeting. The motion carried unanimously.***

The meeting adjourned at 12:08 p.m.

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Joseph Hafner, Chair

Minutes approved at the Community Economic Development Advisory Board Regular Meeting this \_\_\_\_ day of \_\_\_\_\_, 2019.