



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes City Commission Regular Meeting

CITY COMMISSIONERS

Phil Stokes, Mayor

Pete Emrich, Vice Mayor

Barbara Langdon, Commissioner

David Duval, Commissioner

Demetrius Petrow, Commissioner

APPOINTED OFFICIALS

Jerome Fletcher, City Manager

Michael Fuino, City Attorney

Heather Faust, City Clerk

Tuesday, October 28, 2025

6:00 PM

City Commission Chambers

CALL TO ORDER

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

ROLL CALL

Present: 5 - Vice Mayor Pete Emrich, Commissioner David Duval, Commissioner Demetrius Petrow, Commissioner Barbara Langdon and Mayor Philip Stokes

ALSO PRESENT

City Manager Fletcher, City Attorney Fuino, City Clerk Faust, Board Specialist Lindner, Deputy Fire Chief Herlihy, Police Captain Fussel, Development Services Director Ray, and Planner II Silva.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Pam Tokarz.

1. APPROVAL OF AGENDA

Mayor Stokes requested a motion to approve the agenda.

A motion was made by Commissioner Langdon, seconded by Vice Mayor Emrich, to approve the agenda as presented. The motion carried on the following vote:

Yes: 5 - Vice Mayor Emrich, Commissioner Duval, Commissioner Petrow, Commissioner Langdon and Mayor Stokes

2. PUBLIC COMMENT:

Ms. Faust read the following eComments into the record:

Stephanie Gibson: Spoke to conflict of interest and impartiality in deliberations regarding City Manager concerns.

John Parker: Spoke to Commission and staff interaction.

City Employee: Spoke to Commission and staff interaction.

Brock Mitchell: Expressed support of the Central Parc Master Plan amendment.

Park User: Spoke to parks project and funding options.

In Person:

Pam Tokarz: Expressed concern regarding Commissioner photo display and spoke to personnel policy.

Susan Balmer: Expressed concern regarding Commissioner photo display.

Josh Smith: Expressed concern regarding Commissioner photo display.

Robin San Vincent: Expressed concern regarding Commissioner photo display and spoke to Robert's Rules.

Valdy Olendar: Expressed opposition to law enforcement presence and spoke to legislative and policy matters.

Debbie McDowell: Expressed opposition to current Commission communication and teamwork.

Michelle Pozzie: Expressed concern regarding Commissioner photo display and spoke to leadership concerns.

Chuck English: Expressed concerns regarding transparency, accountability, and communication within the City.

3. ANNOUNCEMENTS

A. [25-2964](#) Announcement of Current Advisory Board and Committee Vacancies

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

Ms. Faust read the announcements into record.

4. CONSENT AGENDA:

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

Public Comment:

In Person:

Steven Harrison: Expressed support of Item No. 25-2918.

Mayor Stokes requested a motion.

A motion was made by Vice Mayor Emrich, seconded by Commissioner Langdon, to approve the consent agenda as presented. The motion carried on the following vote:

Yes: 5 - Vice Mayor Emrich, Commissioner Duval, Commissioner Petrow, Commissioner Langdon and Mayor Stokes

A. [25-2061](#) Approve Award of Request for Bid 2025-30 for Citywide Generator Services as Needed to Paramount Power, Inc., in the Amount of \$181,767.00 and Authorize the City Manager to Approve Future Renewals in Accordance With the Terms and Conditions in the Solicitation.

This item was approved on the consent agenda.

B. [25-2575](#) Approve the Seminole County Sheriff's Office Subrecipient Agreement for the High Intensity Drug Trafficking Areas Program (HIDTA) to Assist With

Funding Involved With Narcotics Related Investigations and Authorize the City Manager or the Mayor, as Applicable Under the City Charter, to Execute all Funding Documents, After Legal Review.

This item was approved on the consent agenda.

- C. [25-2622](#) Approve the U.S. Environmental Protection Agency Grant Agreement, Grant Number 03D35625, for the City of North Port Sewer Vacuum Station Installation Project in the Amount of \$2,300,000 in Federal Funding, and Authorize the City Manager or the Mayor, as Applicable Under the City Charter, to Execute All Funding Documents After Legal Review.

This item was approved on the consent agenda.

- D. [25-2643](#) Approve the Second Amendment to the Lease Agreement by and Between the City of North Port, Florida, and the Safe Place and Rape Crisis Center, Inc. for Space at the Family Service Center, 6619 Outreach Way, North Port, Florida, 34287.

This item was approved on the consent agenda.

- E. [25-2645](#) Approve the Second Amendment to the Lease Agreement Between the City of North Port, Florida, and Literacy Volunteers of South Sarasota County, Inc., for Space at the Family Service Center, 6619 Outreach Way, North Port, Florida, 34287.

This item was approved on the consent agenda.

- F. [25-2646](#) Approve the Second Amendment to Lease Agreement by and Between the City of North Port, Florida, and Big Brothers Big Sisters of the Sun Coast, Inc., for Space at the Family Service Center, 6619 Outreach Way, North Port, Florida, 34287.

This item was approved on the consent agenda.

- G. [25-2656](#) Approve Fifteenth Amendment to Construction Manager at Risk Contract No. 2023-17.001 for Construction Services Contract Phase II by and Between the City of North Port, Florida, and Wharton-Smith, Inc., for Construction of a Public Works Pole Barn in the Amount of \$582,175.00.

This item was approved on the consent agenda.

- H. [25-2687](#) Approve the Disposition of Surplus Fleet Assets in an Appropriate Fashion Pursuant to Chapter 2 Administration, Article VIII Procurement, Section 2-419, Disposition of City Assets and Property (d), (1) of the Code of the City of North Port, Florida.

This item was approved on the consent agenda.

- I. [25-2704](#) Approve Workplace Solutions Cooperative Acceptance Agreement and Addendum to Agreement Between City of North Port, Florida, and Cintas

Corporation No. 2 for Uniforms and Workplace Products.

This item was approved on the consent agenda.

- J. [25-2843](#) Approve the Annual Certification Statement Between Florida Highway Safety and Motor Vehicles and City of North Port Regarding Access to the Driver and Vehicle Information Database.

This item was approved on the consent agenda.

- K. [25-2917](#) Approve the October 2, 2025 Commission Regular Meeting Minutes

This item was approved on the consent agenda.

- L. [25-2918](#) Approve the Preventative Maintenance Agreement Between the City of North Port, Florida, and FITREV, INC., for the Maintenance of the Fire Department Fitness Equipment for North Port Fire Rescue Station 82, 5650 North Port Boulevard, North Port, Florida, 34287, in the Amount of \$290.00.

This item was approved on the consent agenda.

- M. [25-2954](#) Approve the Preventative Maintenance Agreement Between the City of North Port, Florida, and FITREV, INC., for the Maintenance of the Fire Department Fitness Equipment for North Port Fire Rescue Station 83, 3601 East Price Boulevard, North Port, Florida, 34288, in the Amount of \$150.00.

This item was approved on the consent agenda.

- N. [25-2961](#) Approve the Preventative Maintenance Agreement Between the City of North Port, Florida, and FITREV, INC., for the Maintenance of the Fire Department Fitness Equipment for North Port Fire Rescue Station 84, 1350 Citizens Parkway, North Port, Florida, 34288, in the Amount of \$290.00.

This item was approved on the consent agenda.

- O. [25-2962](#) Approve the Preventative Maintenance Agreement Between the City of North Port, Florida, and FITREV, INC., for the Maintenance of the Fire Department Fitness Equipment for North Port Fire Rescue Station 85, 1308 North Biscayne Drive, North Port, Florida, 34291, in the Amount of \$290.00.

This item was approved on the consent agenda.

- P. [25-2963](#) Approve the Preventative Maintenance Agreement Between the City of North Port, Florida, and FITREV, INC., for the Maintenance of the Fire Department Fitness Equipment for North Port Fire Rescue Station 86, 19955 Preto Boulevard, Venice, Florida, 34293, in the Amount of \$290.00.

This item was approved on the consent agenda.

- Q. [25-2968](#) Approve the October 6, 2025 Commission Workshop Meeting Minutes

This item was approved on the consent agenda.

5. PUBLIC HEARINGS:

ORDINANCE - Second Reading:

- A. [ORD. NO. 2025-28](#) An Ordinance of the City of North Port, Florida, Amending the Central Parc at North Port (Activity Center 9) Pattern Plan to Revise the Buffer Plan; Amending Article III, Table 3.3.1.2: Dimensional Standards and Article IV, Development Standards of the Unified Land Development Code to Reference the Amended Central Parc at North Port Pattern Plan; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date. (QUASI-JUDICIAL).

Mayor Stokes announced the item, stated this is a quasi-judicial hearing, and called on the City Clerk to read by title only.

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

Mayor Stokes called for disclosure of ex-parte communications. Commissioner Petrow disclosed discussion with the property manager of Fairview Villas and residents, Commissioner Langdon disclosed discussion with a resident of Sabal Trace Community and was informed that the residents express support of this item, Commissioner Duval disclosed discussions with the City Manager, Interim City Attorney, several residents of the Trace Community, a fellow commissioner, and heard both sides of support, Mayor Stokes disclosed discussions with the City Manager and Sabal Trace residents who express support of this item, and Vice Mayor Emrich disclosed no ex-parte communications.

Ms. Faust stated there were no aggrieved parties.

Peter Van Buskirk, Kimley Horn and Associates, being duly sworn, provided a presentation including request, zoning and uses, January 2018 concept, July 2018 concept, Section 21-9, Table 1, Unified Land Development Code (ULDC) required landscape buffers, proposed amendment, current buffer plan, proposed revisions to the plan, compromises to include live oak plantings, buffer along Fairway Village, and Lake 13 buffer, staff recommendations, Lake 13, waiver 1 for Lake 5, waiver 2 for Lake 9, Comprehensive Plan consistency, complies with applicable findings review criteria, and request for approval.

Alaina Ray, being duly sworn, spoke to impacts of Option 4 versus Option 1, additional options discussed with the applicant, and staff's recommendation of Option 1.

Mr. Van Buskirk provided a rebuttal regarding the proposed reduction in required tree plantings and request for approval.

There were no rebuttals by staff.

Public Comment:

In Person:

Kathy Brown, being duly sworn: Expressed support of Option 4.

Ronald Barriere, being duly sworn: Expressed support of Option 4.

James Murphy, being duly sworn: Expressed opposition of Option 4

Conni Brunni, being duly sworn: Expressed Expressed support of Option 4.

Commission questions and discussion took place regarding maintaining the agreement, heat elements, representation of all residents, public feedback received, buffer waivers, environmental protections and impacts, Planning and Zoning Advisory Board (PZAB) meeting, and citizen support.

There were no closing arguments by staff.

Mr. Van Buskirk provided closing arguments regarding staff appreciation and number of trees being planted.

Mayor Stokes closed the public hearing and requested a motion.

A motion was made by Vice Mayor Emrich, seconded by Commissioner Langdon, to approve Option 4 adopting Ordinance No. 2025-28 including approval of the alternate buffer plan along with waivers as presented by the applicant featuring an increased number of shrubs, a Type 2 buffer along the northern side of Lake 13, and the addition of six live oak trees in the open space near Lake 6. The motion carried on the following vote:

Yes: 3 - Vice Mayor Emrich, Commissioner Langdon and Mayor Stokes

No: 2 - Commissioner Duval and Commissioner Petrow

B. [ORD. NO. 2025-31](#)

An Ordinance of the City of North Port, Florida, Regarding Sales of Alcoholic Beverages in Proximity to Churches and Schools; Amending the Code of the City of North Port, Florida, Sections 6-1 and 6-4; Providing for Findings; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing an Effective Date.

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

Ms. Faust read the Ordinance by title only.

Mr. Fletcher introduced the item.

There were no Commission questions or discussion.

There was no public comment.

Mayor Stokes closed the public hearing and requested a motion.

A motion was made by Commissioner Langdon, seconded by Commissioner Duval, to adopt Ordinance No. 2025-31 as presented. The motion carried on the following vote:

Yes: 5 - Vice Mayor Emrich, Commissioner Duval, Commissioner Petrow, Commissioner Langdon and Mayor Stokes

RESOLUTION:**C. [RES. NO. 2025-R-77](#)**

A Resolution of the City Commission of the City of North Port, Florida, Vacating a Portion of Utility and Drainage Easements for Lot 27, Block 2096 45th Addition to the Port Charlotte Subdivision; Providing for Findings; Providing for Recording; Providing for Conflicts; Providing for Severability; and Providing an Effective Date. (QUASI-JUDICIAL)

Mayor Stokes announced the item, stated this is a quasi-judicial hearing, and called on the City Clerk to read by title only.

Ms. Faust read the Resolution by title only, stated there were no aggrieved parties, and swore in those wishing to provide testimony.

Mayor Stokes called for disclosure of ex-parte communications. There were no ex-parte communications.

Ivan M. Dankanich, being duly sworn, provided a presentation regarding property purchase, knowledge of vacation of easement encroachment, variance approval, and vacation of easement supporting documentation.

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

There were no rebuttals by the applicant or staff.

There was no public comment.

Commission questions and discussion took place regarding support of the request and appreciation to the property owner for bringing the property into compliance.

There were no closing arguments by staff or the applicant.

Mayor Stokes closed the public hearing and requested a motion.

A motion was made by Commissioner Duval, seconded by Commissioner Langdon, to adopt Resolution No. 2025-R-77 as presented. The motion carried on the following vote:

Yes: 5 - Vice Mayor Emrich, Commissioner Duval, Commissioner Petrow, Commissioner Langdon and Mayor Stokes

D. [RES. NO. 2025-R-78](#)

A Resolution of the City Commission of the City of North Port, Florida, Vacating a Portion of Maintenance Easements for Lots 19 and 20 Block 1633 of the 33rd Addition to the Port Charlotte Subdivision; Providing for Findings; Providing for Recording; Providing for Conflicts; Providing for Severability; and Providing an Effective Date. (QUASI-JUDICIAL)

Mayor Stokes announced the item, stated this is a quasi-judicial hearing, and called on the City Clerk to read by title only.

Ms. Faust read the Resolution by title only, stated there were no aggrieved parties, and

swore in those wishing to provide testimony.

Mayor Stokes called for disclosure of ex-parte communications. There were no ex-parte communications.

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

There was no rebuttal by staff.

There was no public comment.

Commission questions and discussion took place regarding space allocation requirements for pool installation, ULDC code compliance regulations, and applicant attendance.

There were no closing arguments by staff.

Mayor Stokes closed the public hearing and requested a motion.

A motion was made by Commissioner Langdon, seconded by Vice Mayor Emrich, to adopt Resolution No. 2025-R-78 as presented. The motion carried on the following vote:

Yes: 5 - Vice Mayor Emrich, Commissioner Duval, Commissioner Petrow, Commissioner Langdon and Mayor Stokes

E. [RES. NO. 2025-R-83](#)

A Resolution of the City Commission of the City of North Port, Florida, Vacating Utility and Drainage Easements for Lots 12, 13, and 14, Block 235, 8th Addition to the Port Charlotte Subdivision; Providing for Findings; Providing for Recording; Providing for Conflicts; Providing for Severability; and Providing an Effective Date. (QUASI-JUDICIAL)

Mayor Stokes announced the item, stated this is a quasi-judicial hearing, and called on the City Clerk to read by title only.

Ms. Faust read the Resolution by title only, stated there were no aggrieved parties, and swore in those wishing to provide testimony.

Mayor Stokes called for disclosure of ex-parte communications. Commissioner Duval disclosed communications with neighborhood residents. Commissioner Langdon, Commissioner Petrow, Vice Mayor Emrich, and Mayor Stokes disclosed no ex-parte communications.

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

There was no rebuttal by staff.

There was no public comment.

Commission questions and discussion took place regarding drainage easement impacts, the utility review process, standby generator installation cost and timeline, drainage

installation costs, and quasi-judicial proceedings.

Mr. Fuino spoke to consideration of verbal evidence.

Ms. Silva provided closing arguments regarding review process.

Mayor Stokes closed the public hearing and requested a motion.

A motion was made by Commissioner Duval, seconded by Vice Mayor Emrich, to adopt Resolution No. 2025-R-83 as presented. The motion carried on the following vote:

Yes: 5 - Vice Mayor Emrich, Commissioner Duval, Commissioner Petrow, Commissioner Langdon and Mayor Stokes

Recess was taken from 7:41 p.m. to 7:52 p.m.

6. GENERAL BUSINESS:

A. [25-2905](#) Discussion and Possible Action Regarding the City Clerk's Annual Evaluation.

Mayor Stokes announced the item.

Mr. Fletcher introduced the item.

Commission questions and discussion took place regarding the City Clerk's professional and personal growth, engagement with staff, team-building efforts, communication and public-speaking development, workload, credentials, comparable salaries, compensation based on performance, honoring the City Clerk's request for no increase, budget cycle, Consumer Price Index (CPI) considerations, right sizing, proposed salary adjustments, support for increase, recommended compensation, and prior compensation increases.

Public Comment:

In Person:

Debbie McDowell: Spoke to commending request and FCPC certification.

Mayor Stokes requested a motion.

A motion was made by Vice Mayor Emrich, seconded by Commissioner Duval, to conclude the annual evaluation for City Clerk Heather Faust and give her a 5% salary increase. The motion carried on the following vote:

Yes: 5 - Vice Mayor Emrich, Commissioner Duval, Commissioner Petrow, Commissioner Langdon and Mayor Stokes

Commissioner Langdon spoke to her vote.

B. [25-2921](#) Discussion and Possible Action Regarding Individual Commissioners' Interaction With Staff (Requested by Commissioner Petrow).

Mayor Stokes announced the item.

Commissioner Petrow introduced the item.

Commission questions and discussion took place regarding limitations in the Charter,

administrative services definition, interaction with staff, Commissioner and City Manager roles, ability to obtain information, ensuring information is shared amongst all Commissioners, one-on-ones and agenda briefings, other municipalities processes, potential perceived violations, Charter Officer responsibilities, legal review, concern with work environment, email to citizen, badge access, meeting locations, employee retention, and outside investigation.

Mr. Fuino spoke to Policy 6.8 being consistent with the City Charter, statutory interpretation, and responded to Commission questions regarding Commission ability to ask staff questions.

Commission questions and discussion continued regarding personal versus business related communications, manager accountability, employee interactions, Human Resources (HR) limitations, and potential legal action.

Public Comment:

Ms. Faust read the following eComment into the record:

Tammy Rehm: Expressed support of Commission interaction with staff.

In Person:

Robin San Vicente: Spoke to Florida Law and guidelines regarding Commissioner communication with employees, formal versus informal.

Pam Tokarz: Expressed concern regarding Policy 6.8 and spoke to organizational chart.

Susan Palmer: Expressed concern regarding Policy 6.8.

Conni Brunni: Spoke to organizational chart and expressed concern regarding lack of trust.

Michelle Pozzi: Spoke to other municipalities processes and expressed concern regarding Policy 6.8.

Josh Smith: Spoke to various issues and expressed concern regarding chain of command.

Debbie McDowell: Expressed concern with treatment, equal dissemination of information, and Policy 6.8.

Stephanie Gibson: Spoke to City Attorney declination memorandum and expressed concern with public trust.

Commission questions and discussion continued regarding legalities, third party clarifications regarding potential policy and charter changes, and current communication procedures.

Mayor Stokes requested a motion.

A motion was made by Commissioner Petrow, seconded by Commissioner Duval, to direct the City Manager to revise Policy 6.8 regarding current communication procedures to allow staff to answer questions from individual Commissioners without having to go through the City Manager's office. The motion failed on the following vote:

Yes: 2 - Commissioner Duval and Commissioner Petrow

No: 3 - Vice Mayor Emrich, Commissioner Langdon and Mayor Stokes

Mayor Stokes passed the gavel to Vice Mayor Emrich.

A motion was made by Mayor Stokes, seconded by Commissioner Langdon, to direct the City Attorney to seek outside legal opinion to obtain a formal opinion in

regard to the Charter and Policy 6.8 to determine if there are conflicts and report to back to Commission for possible further action. The motion carried on the following vote:

Yes: 5 - Vice Mayor Emrich, Commissioner Duval, Commissioner Petrow, Commissioner Langdon and Mayor Stokes

C. [25-2971](#) Discussion and Possible Action Regarding the Debt Management Advisory Committee.

Mayor Stokes announced the item.

Ms. Faust introduced the item.

Commission questions and discussion took place regarding meeting requirements, temporary suspension of board, powers and duties, reinstatement requirements, and prior board involvement.

Public Comment:

In Person:

Robin San Vicente: Expressed support of keeping the committee.

Pam Toharz: Expressed support of keeping the committee.

Debbie McDowell: Expressed support of keeping the committee and spoke to the Debt Management policy.

Josh Smith: Expressed support of keeping the committee and submitting an application.

7. PUBLIC COMMENT:

There was no public comment.

8. COMMISSION COMMUNICATIONS:

Mayor Stokes called on Commissioners for communications.

A. [25-2956](#) Commissioner Petrow's Communications

Commissioner Petrow spoke to events attended.

B. [25-2957](#) Vice Mayor Emrich's Communications

Vice Mayor Emrich had no communications.

C. [25-2958](#) Mayor Stokes' Communications

Mayor Stokes spoke to events attended.

D. [25-2959](#) Commissioner Langdon's Communications

Commissioner Langdon spoke to events attended.

E. [25-2960](#) Commissioner Duval's Communications

Commissioner Duval spoke to events attended.

9. ADMINISTRATIVE AND LEGAL REPORTS:

Mayor Stokes called on Charter Officers for reports.

A. [25-2912](#) City Attorney's Monthly Report

Mr. Fuino did not provide a report.

B. [25-2955](#) City Clerk's Monthly Report

Ms. Faust did not provide a report.

C. [25-2972](#) City Manager's Monthly Report

Mr. Fletcher did not provide a report.

Public Comment:

In Person:

Robin San Vicente: Spoke to items on the report including springhaven roadway extension, Warm Mineral Springs conservation, and the Outstanding Florida Springs (OFS) designation.

10. ADJOURNMENT:

Mayor Stokes adjourned the meeting at 10:40 p.m.

City of North Port, Florida

By: _____
Phil Stokes, Mayor

Attest: _____
Heather Faust, City Clerk