



# City of Venice

401 West Venice Avenue  
Venice, FL 34285  
www.venicegov.com

## Meeting Minutes City Council

---

Tuesday, March 24, 2026

9:00 AM

Council Chambers

---

[26-0544](#)

Instructions on How to Watch and/or Participate in the Meeting

### CALL TO ORDER

### ROLL CALL

**Present:** 6 - Mayor Nick Pachota, Vice Mayor Jim Boldt, Mrs. Rachel Frank, Mr. Ron Smith, Mr. Rick Howard and Mr. Kevin Engelke

**Absent:** 1 - Mr. Lloyd Weed

### ALSO PRESENT

City Attorney Kelly Fernandez, City Clerk Kelly Michaels, City Manager James Clinch, Deputy City Clerk Toni Gregory, Recording Secretary Amanda Hawkins-Brown and for certain items on the agenda: Assistant City Attorney David Jackson, and Planner Brittany Smith.

### INVOCATION AND PLEDGE OF ALLEGIANCE

Clerk Michaels offered the Invocation followed by the Pledge of Allegiance led by Vice Mayor Boldt.

### I. RECOGNITION

[26-0545](#)

Recognition of Master Municipal Clerk (MMC) Designation: Toni Gregory, Records Manager/Deputy City Clerk, Presented by Scotty Lynn Kelly, MMC, FACC Southwest District Director and City Clerk, City of Sanibel

**This recognition was presented by FACC Southwest District Director, City of Sanibel City Clerk Scotty Lynn Kelly, and City of Venice City Clerk Kelly Michaels.**

[26-0546](#)

Proclaim the Month of April 2026 as "Records and Information Management Month", Presented to City Clerk Kelly Michaels, Records Staff, and City Records Coordinators

**Mayor Pachota presented this proclamation.**

[26-0547](#)

Proclaim the Month of April 2026 as "Water Conservation Month", Presented to Bruno Kapacinskis, Government Affairs Regional Manager for Southwest Florida Water Management District (SWFWMD) and Venice Utilities Department

Mayor Pachota presented this proclamation.

[26-0548](#)

Proclaim the Month of April 2026 as "Child Abuse Prevention Month", Presented to Roslyn Mendoza, the Child Protection Center and Sergeant Sam Montes

Vice Mayor Boldt presented this proclamation.

Recess was taken from 9:25 a.m. to 9:45 a.m.

## II. AUDIENCE PARTICIPATION will be limited to one hour.

Madeleine Zubyk, 1112 Pine Road, spoke on flooding, City meetings, and expressed concerns regarding infrastructure/pipeline, and the Gulf Shores community.

Charlie Thorpe, 104 Daylily Boulevard, Venice Area Chamber of Commerce, spoke on Chamber leadership programs, thanked City staff especially the public information officers, and featured the graduation program for the teen leadership program.

## III. CONSENT SECTION:

A motion was made by Vice Mayor Boldt, seconded by Mr. Howard, to approve items in the Consent Section. The motion carried unanimously by voice vote.

### A. CITY CLERK

[26-0549](#)

Minutes of the March 10, 2026 Regular Meeting

These minutes were approved in the Consent Section.

### B. CITY MANAGER

#### Utilities

[26-0550](#)

Authorize the Mayor to Execute the Clean Water State Revolving Fund Construction Loan Agreement WW580470 Between the City of Venice and Florida Department of Environmental Protection Agency for the Utilities Water Reclamation Flow Equalization Tank Project

This item was approved in the Consent Section.

## IV. ITEMS REMOVED FROM CONSENT

There were none.

## V. COUNCIL ACTION/DISCUSSION

[26-0551](#)

Kevin McGrath, Chair of the Police Pension Board of Trustees and

Douglas Lozen, Senior Consulting Actuary, Foster and Foster Actuaries and Consultants: Board Annual Report and Council Feedback

Chair Kevin McGrath provided the annual Police Pension Board of Trustees report.

Douglas Lozen, Senior Consulting Actuary, reported the plan is over 100% funded, and spoke on options for the future.

[26-0552](#)

Chrissy Stoker, Plan Administrator, Foster and Foster Actuaries and Consultants: Fire Pension Board of Trustees Annual Report and Council Feedback

Chrissy Stoker, Plan Administrator, Foster and Foster, presented the City of Venice Municipal Firefighters' Pension Trust Fund report, health of the plan, future options, and the plan being funded to 76.5%, with a goal of 80%.

## VI. PUBLIC HEARINGS

### **ORDINANCES - FIRST READING**

[ORD. NO.  
2026-08](#)

An Ordinance of the City Of Venice, Florida, Annexing Certain Lands Lying Contiguous to the City Limits, Pursuant to Petition No. 25-19AN by iHeartMedia + Entertainment, Inc., Into the Corporate Limits of the City of Venice, Florida, and Redefining the Boundary Lines of the City to Include Said Addition; Providing for Repeal of All Ordinances in Conflict Herewith; Providing for Severability; and Providing an Effective Date

Mayor Pachota opened the public hearing.

Clerk Michaels read the ordinance by title only.

There were no written communications.

Planner Brittany Smith presented the annexation petition for the Chalets of Venice, including the project description, aerial map, existing conditions, current and proposed land use maps, current and proposed zoning maps, surrounding land uses, planning analysis, Florida Statutes Chapters 163 and 171, Joint Planning Area (JPA) Area 7, consistency with the Comprehensive Plan, and compliance with the Land Development Code.

Attorney Jackson Boone, Agent for Applicant introduced the project team, presented the application, consistency with JPA, consistency with the Comprehensive Plan and Land Development Code, requested approval, and answered a Council question regarding possible stipulations in relation to commercial development. He stated it would be covered in the rezoning presentation.

There was no public comment.

Mayor Pachota closed the public hearing.

**A motion was made by Vice Mayor Boldt, seconded by Mr. Engelke, that Ordinance No. 2026-08 be approved on first reading and scheduled for final reading. The motion carried by the following electronic vote:**

**Yes:** 6 - Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

**Absent:** 1 - Mr. Weed

[ORD. NO.  
2026-09](#)

An Ordinance of the City of Venice, Florida, Amending the City of Venice Comprehensive Plan Future Land Use Map and Associated Pages Pursuant to Petition No. 25-20CP to Change the Future Land Use Designation for a Portion of Specific Real Property Generally Located at 282 North Auburn Road from Sarasota County Moderate Density Residential to City of Venice Mixed Use Residential (MUR); Providing for Repeal of All Ordinances in Conflict Herewith; Providing for Severability; and Providing an Effective Date

Mayor Pachota opened the public hearing.

Clerk Michaels read the ordinance by title only.

There were no written communications.

Planner Brittany Smith presented the Comprehensive Plan amendment for Chalets of Venice, including petition information, project description, aerial map, existing conditions, current and proposed land use maps, current and proposed zoning maps, surrounding land uses, planning analysis, compliance with the Land Development Code, map of JPA Area 7, consistency with the Comprehensive Plan, Florida Statutes 163.3177, and consistency with the Land Development Code.

Attorney Jackson Boone, Agent for Applicant, presented the Comprehensive Plan amendment, and spoke to density ranges, and consistency with Comprehensive Plan and the Land Development Code.

There was no public comment.

Mayor Pachota closed the public hearing.

**A motion was made by Mr. Engelke, seconded by Vice Mayor Boldt, that Ordinance No. 2026-09 be approved on first reading and scheduled for final reading. The motion carried by the following electronic vote:**

**Yes:** 6 - Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

**Absent:** 1 - Mr. Weed

[ORD. NO.  
2026-10](#)

An Ordinance Amending the Official Zoning Atlas of the City of Venice, Florida, Pursuant to Zoning Map Amendment Petition No. 25-21RZ, to Change the Zoning Designation for a Portion of the Property Generally Located at 282 North Auburn Road (10.12 ± Acres), from Sarasota County Open Use Estate 1 (OUE-1) to City of Venice Planned Unit Development (PUD); Providing for Repeal of All Ordinances in Conflict Herewith; Providing for Severability; and Providing an Effective Date

Mayor Pachota announced this is a quasi-judicial proceeding and opened the public hearing.

Clerk Michaels read the ordinance by title only.

City Attorney Fernandez inquired as to conflicts of interest and exparte communications.

Mr. Engelke and Mr. Smith disclosed viewing the Planning Commission meeting and site visits.

Vice Mayor Boldt and Mr. Howard disclosed attending/viewing the Planning Commission meeting.

Mayor Pachota and Mrs. Frank disclosed site visits.

Planner Brittany Smith, being duly sworn, presented the rezoning petition information, project description, aerial map, existing conditions, current and proposed land use maps, current and proposed zoning maps, site photo, surrounding land uses, planning analysis, comparison of existing and proposed zoning, consistency with the Comprehensive Plan, compliance with the Land Development Code, concurrency, and mobility.

Recess was taken from 10:37 a.m. to 10:45 a.m.

Attorney Jackson Boone, Agent for Applicant, being duly sworn, presented the rezoning petition, showed property appraiser map, proposed property Planned Unit Development (PUD) plan with two story units, consistency with the Land Development Code, and answered Council question regarding the units, and commercial use, which is not allowed per the JPA.

Discussion took place regarding commercial uses, and the binding master plan.

City Attorney Fernandez stated the binding master plan could be incorporated as an exhibit to the ordinance.

There was no public comment.

Mayor Pachota closed the public hearing.

**A motion was made by Vice Mayor Boldt, seconded by Mr. Engelke, that based on the evidence in the record, Ordinance No. 2026-10 be approved on first reading and scheduled for final reading, with the incorporation of the binding master plan. The motion carried by the following electronic vote:**

**Yes:** 5 - Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Howard and Mr. Engelke

**No:** 1 - Mr. Smith

**Absent:** 1 - Mr. Weed

[ORD. NO.  
2026-12](#)

An Ordinance of the City of Venice, Florida, Establishing the Nokomis Groves Community Development District Pursuant to Chapter 190, Florida Statutes; Providing for the District's External Boundaries; Providing for Functions and Powers of the District; Providing for the Initial Board of Supervisors for the District; Addressing Correction of Scrivener's Errors; Providing for Repeal of All Ordinances in Conflict Herewith; Providing for Severability and Providing for an Effective Date

Mayor Pachota opened the public hearing.

Clerk Michaels read the ordinance.

Attorney Patrick Collins, agent for applicant, presented the Nokomis Groves Community Development District (CDD), including details of the proposed CDD, advantages of CDDs, superior maintenance entities, CDDs versus HOAs, default protection, city retains power, CDD limitations, benefits to the city, benefits to district residents, transparency, establishment criteria, and answered a Council question regarding possible negative aspects of a CDD.

Discussion took place regarding units of government, other CDDs in the area, typical size of CDDs, expenses of CDDs, CDD assessments on tax bill, being a financial mechanism, and government closest to the people.

Attorney David Jackson answered Council questions regarding CDD complaints and commented on existing CDDs, roads, and advantages.

Clerk Michaels provided the history of other CDDs in Venice.

There was no public comment.

Mayor Pachota closed the public hearing.

**A motion was made by Mr. Engelke, seconded by Vice Mayor Boldt, that**

**Ordinance No. 2026-12 be approved on first reading and scheduled for final reading. The motion carried by the following electronic vote:**

**Yes:** 6 - Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

**Absent:** 1 - Mr. Weed

## VII. NEW BUSINESS

### A. ORDINANCES

[ORD. NO.  
2026-15](#)

An Ordinance of the City of Venice, Florida, Amending the Code of Ordinances, Chapter 2, Administration, Article IV, Finance, Division 3, Travel; by Amending Section 2-240, In General, Section 2-241, Prepaid Travel Expenses, Section 2-242 Expenses Approved for Reimbursement, and Section 2-243, Submission Requirements; Providing for Repeal of All Ordinances in Conflict Herewith; Providing for Severability; and Providing an Effective Date

Clerk Michaels read the ordinance by title only.

There was no public comment.

**A motion was made by Mayor Pachota, seconded by Vice Mayor Boldt, that Ordinance No. 2026-15 be approved on first reading and scheduled for final reading, with the changes to section 2-240(d) (3) striking "Finance Director," adding Mayor, and (4) striking "City Clerk," adding "Mayor," and adding "Vice Mayor" to (4) in the case of the Mayor traveling.**

Discussion took place regarding the changes, operational versus legislative duties, preference for having the city manager sign and approve, the mayor having more information and responsibility for final budget, mayor signing travel authorization forms for council, council as a whole approving budget, clarifying who signs the mayor's travel form, having the vice mayor sign for the mayor, and auditing the accuracy of the travel authorization versus approval.

There was consensus to have the vice mayor sign the mayor's travel authorization forms.

**The motion carried by the following electronic vote:**

**Yes:** 5 - Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Howard and Mr. Engelke

**No:** 1 - Mr. Smith

**Absent:** 1 - Mr. Weed

**B. RESOLUTIONS****RES. NO.**  
**2026-06**

A Resolution of the City of Venice, Florida, Approving an Amendment No. 2 to the Public Transportation Grant Agreement for Project Number 438750-1-94-02 by and Between the State of Florida Department of Transportation and the City of Venice, Florida, for the Design and Construction of a General Aviation Terminal Building; Authorizing Appropriate City Officials to Execute it; and Providing an Effective Date

Clerk Michaels read the resolution by title only.

There was no public comment.

**A motion was made by Mr. Howard, seconded by Mr. Engelke, that Resolution No. 2026-06 be approved and adopted. The motion carried by the following electronic vote:**

**Yes:** 6 - Mayor Pachota, Vice Mayor Boldt, Mrs. Frank, Mr. Smith, Mr. Howard and Mr. Engelke

**Absent:** 1 - Mr. Weed

**VIII. CHARTER OFFICER REPORTS****City Attorney**

City Attorney Fernandez reported now that the legislative session has ended her office will prepare summaries of key legislation.

**City Clerk**

Clerk Michaels had no report.

**City Manager**

City Manager Clinch reported he and the Mayor would be heading to Washington D.C. to advance the City's federal priorities, including Humphris Park/South Jetty reconstruction, beach renourishment, and Flamingo Ditch. He clarified the speaker's concern regarding a pipe rerouting stormwater to Deertown Gully was a recommendation from the feasibility report on Flamingo Ditch, but the project would not be proposed to Council at the Capital Improvement Program (CIP) Workshop on April 8th, as it is not an option the City is pursuing.

**IX. COUNCIL REPORTS*****Council Member Smith***

Mr. Smith had no report.

***Council Member Engelke***

Mr. Engelke had no report.

**Council Member Howard**

Mr. Howard had no report.

**Council Member Frank**

Mrs. Frank had no report.

**Council Member Weed**

Mr. Weed was absent.

**Vice Mayor Boldt**

Vice Mayor Boldt had no report.

**Mayor Pachota**

Mayor Pachota reported on upcoming events in the City.


**X. AUDIENCE PARTICIPATION**

There was none.


**XI. ADJOURNMENT**

There being no further business to come before Council, the meeting was adjourned at 11:47 a.m.

ATTEST:

  
Nick Pachota (Apr 16, 2026 08:13:43 EDT)

\_\_\_\_\_  
Mayor - City of Venice

  
\_\_\_\_\_  
City Clerk









# Meeting Minutes

Final Audit Report

2026-04-16

Created:	2026-04-15
By:	Toni Gregory (toni.gregory@venicefl.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAABs1j2KLPWo72PKUFeyxmUtWgLZFgMLtw

## "Meeting Minutes" History

-  Document created by Toni Gregory (toni.gregory@venicefl.gov)  
2026-04-15 - 7:05:03 PM GMT
-  Document emailed to Nick Pachota (npachota@venicefl.gov) for signature  
2026-04-15 - 7:05:07 PM GMT
-  Email viewed by Nick Pachota (npachota@venicefl.gov)  
2026-04-15 - 8:03:54 PM GMT
-  Document e-signed by Nick Pachota (npachota@venicefl.gov)  
Signature Date: 2026-04-16 - 12:13:43 PM GMT - Time Source: server
-  Document emailed to Kelly Michaels (kmichaels@venicefl.gov) for signature  
2026-04-16 - 12:13:44 PM GMT
-  Email viewed by Kelly Michaels (kmichaels@venicefl.gov)  
2026-04-16 - 12:17:03 PM GMT
-  Document e-signed by Kelly Michaels (kmichaels@venicefl.gov)  
Signature Date: 2026-04-16 - 12:17:15 PM GMT - Time Source: server
-  Agreement completed.  
2026-04-16 - 12:17:15 PM GMT