

**ECONOMIC DEVELOPMENT BOARD
REGULAR MEETING
AGENDA**

March 4, 2009

Community Center

104 N. Riverside Drive

1. CALL TO ORDER: 8:00 a.m.
2. ROLL CALL:
3. APPROVAL OF MINUTES: Regular Meeting of February 4, 2009
4. CITY AND OTHER REPORTS:
 - A. City Manager Update
 - B. Planning and Zoning Board Update
 - C. SEVCC Update.
5. CONTINUED BUSINESS:
Board Vacancies
6. NEW BUSINESS:
None at this time
7. CHAIRMAN AND BOARD MEMBER REPORTS:
8. ADJOURNMENT:

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact City Clerk Bonnie Wenzel, 104 N. Riverside Drive, Edgewater, Florida, telephone number 386-424-24000 ext.1101, 5 days prior to the meeting date. If you are hearing or voice impaired, contact the relay operator at 1-800-955-8771.

:pmd

**CITY OF EDGEWATER
ECONOMIC DEVELOPMENT BOARD
REGULAR MEETING**

*Minutes
February 4, 2009*

8:00 a.m.

CALL TO ORDER:

Chairman Robert Lott called to order the regular meeting of the Economic Development Board at 8:06 a.m., Wednesday, January 7, 2009, in the Community Center.

ROLL CALL:

Chairman Robert Lott	Present
Oscar Zeller	Present
Bob Williams	Absent
Tim Howard	Present
Marcia Barnett	Present
Patricia Reid	Absent

Also present were Acting City Manager Tracey Barlow, Planning and Zoning Liaison Pat Card and Board Coordinator Pat Drosten.

APPROVAL OF MINUTES:

Due to lack of quorum, approval of minutes will occur at next months meeting.

CITY AND OTHER REPORTS:

City Manager Update

Mr. Barlow informed the Board that Council approved the Development Order and Comprehensive Plan Amendment for the Restoration project. He also stated that improvements to the City Hall building are completed.

Planning and Zoning Board Update

Mr. Pat Card stated that there would be no February Planning and Zoning Board due to lack of agenda items.

SEVCC Update

Mr. Lott gave a brief update regarding the Chambers recent activities.

CONTINUED BUSINESS:

Economic Development Board By-Laws

The board discussed further changes to the by-laws and made recommendations, which will be sent in writing to all members for review at least 30 days prior to a vote.

NEW BUSINESS:

Board Vacancies

No discussion due to lack of quorum.

CHAIRMAN AND BOARD MEMBER REPORTS:

None at this time

OTHER BUSINESS:

None at this time.

ADJOURNMENT:

The meeting adjourned at 9:15 a.m.

Minutes respectfully submitted by:

Pat Drosten
Economic Development Board Coordinator

**CITY OF EDGEWATER
ECONOMIC DEVELOPMENT BOARD
BY-LAWS**

ARTICLE I: Official Name

The official name of the this Board shall be the Economic Development Board of the City of Edgewater, Florida, hereinafter referred to as “EDB.”

ARTICLE II: Purpose and Intent

The purpose and intent of these By-Laws is to set forth a uniform set of procedures whereby the City of Edgewater Economic Development Board may regulate the manner in which it elects officers, conducts meetings, and otherwise carries out its functions. The By-Laws will serve as a guideline in handling all affairs pertaining to the Edgewater Economic Development Board.

ARTICLE III: Membership

A. Voting Members and Appointments

1. The EDB shall have nine (9) voting members. Each member shall be appointed by City Council for a term of three (3) years and shall be subject to removal as set forth by City Council. The terms of appointment shall be staggered.
2. A quorum shall consist of five (5) members. All recommendations and actions of the Board shall require an affirmative vote of a majority of the members present.
3. Prior to appointment, prospective members shall submit a City application, stating therein a brief synopsis of their education, experience and reason for their interest in serving on the EDB.
4. To be eligible for appointment, a prospective member shall be a resident of the City of Edgewater, work within the City, or own ~~property or a business~~ or represent property or business interests within the City of Edgewater. Up to two (2) positions on the Board may be filled by members not meeting the aforementioned criteria, provided such appointment is justified based on the individuals qualifications, determined by a minimum of five affirmative votes of the board.
5. No member of the EDB shall receive compensation for their service, provided, however, that members may be reimbursed for out-of-pocket expenses as approved by the City.

B. Vacancies

1. During the term of appointment, should a member of the EDB ~~change residence, place of employment, or property ownership to the extent he or she would not be eligible for appointment to the EDB, no longer be eligible based on compliance with Article III, A4,~~ the member shall forfeit the office and it shall be deemed vacant.
2. ~~If a member is absent for three (3) consecutive regular meetings or is absent for four (4) total meetings during any calender year, said member shall forfeit the office and it shall be deemed vacant. If an EDB member is absent from three (3) consecutive~~

regular meetings without being excused by the Chairman, said member shall forfeit the office and it shall be deemed vacant. If a board member is absent for five (5) total meetings during any calendar year, said member shall forfeit the office and it shall be deemed vacant unless a majority vote of the remaining Board recommend retention.

3. City Council may remove any member of the EDB from office at any time.
4. Any vacancy occurring during the unexpired term of office of any member shall be filled by City Council. The vacancy shall be filled as soon as practical after it occurs.

C. Voting Conflicts

1. No member of the EDB shall vote upon any matter which would inure to his or her special private gain or loss, or any principle by whom he or she is retained, or by any relative or business associate.
2. No member of the EDB shall appear for or represent any person in any matter before the EDB other than him or herself. No past member shall appear before the EDB except when representing him or herself for a period of twelve (12) calendar months after his or her service has ended.

ARTICLE IV: Election of Officers

A. Chairman

1. The Chairman shall serve as the presiding officer at all meetings and hearings of the EDB and appoint any committees from the EDB membership that are deemed necessary.
2. The Chairman shall be elected by a majority of the voting membership at the annual organizational meeting in the month of June for a one (1) year term. The Chairman shall be eligible for re-election.

B. Vice Chairman

1. The Vice Chairman shall be elected by the EDB from among its regular members in the same manner as the Chairman and shall be eligible for re-election.
2. The Vice Chairman shall serve as acting Chairman in the absence of the Chairman and at such times shall have the same powers and duties of the Chairman.
3. In the event of death, resignation, or removal from office of the Chairman, the Vice Chairman shall perform the various duties until such time the EDB shall elect a new Chairman and Vice Chairman.

C. Other Presiding Officers

The members of the EDB may select an additional member to preside over the meeting(s) in the absence of the Chairman and Vice Chairman.

D. Board Coordinator

1. The board coordinator shall be provided by the City and be a City employee.
2. The board coordinator shall prepare and distribute agendas, correspondence and minutes and shall establish and maintain files to ensure they are properly kept. All recorded meeting tapes shall be provided to the City Clerk for safe keeping.
3. Any correspondence prepared by a member of the EDB shall be provided to the board coordinator for distribution to the EDB members.

E. Professional Support

The Board and duly authorized committees shall have access to the information and staff of the City departments as coordinated through the City Manager on such a basis as these departments are able to render assistance to the Board. Permanent staff members may be appointed to serve the Board, as provided by City Council.

ARTICLE V: Meetings/Hearings

A. Regular Meetings

The Board shall meet at regular intervals and at such other times as it may deem necessary for the transaction of business.

B. Special Meetings

Special meetings or hearings of the EDB may be called by the Chairman.

C. Requirements

All meetings shall be open to the public, provide due public notice, follow Roberts Rule of Order and the Florida Sunshine Laws.

ARTICLE VI: Powers and Duties

A. The EDB shall exercise the following powers and duties:

1. Formulate plans for the use and development of property designated for commercial and industrial development. Said plans shall be submitted to City Council as recommendations and presentations shall include staff comments.
2. Annually recommend a budget to City Council for monies necessary to carry out the purpose of the Board. All actual expenditures shall be subject to the approval of the City Manager. All Board members' requests for expenditure of funds shall first be approved by the Chairman or Vice Chairman if the Chairman can not be contacted in a timely manner.
3. Promote the City of Edgewater as a prospective site for business and industrial development, provided that no expenses for advertising or other promotional methods shall be incurred without prior approval of City Council, unless specifically identified under the economic development line item of the current budget.
4. Cooperate with and assist private interests that wish to develop new or expand existing businesses in the City of Edgewater.

5. Recommend to City Council options and agreements relating to the lease of City owned industrial and commercial property to prospective lessees.
6. Carry out preliminary discussions for the purpose of attracting business and industry to the City of Edgewater. All negotiations shall be done in conjunction with City Council and shall be subject to final approval of City Council.
7. To adopt rules of procedure consistent with applicable City Council resolutions and approved for legal form and correctness by the City Attorney.
8. Limitations of the Board: The Board shall not have the authority to bind the City of Edgewater to any contract or document, nor shall the Board have the power to incur any bonded indebtedness, nor to issue revenue bonds, nor shall it have the power of eminent domain.

ARTICLE VII: Amendments

The By-Laws may be amended at a regular or special meeting of the EDB, provided that a written notice shall have been sent to each member at least 30 days in advance of the vote, which notice shall contain the proposed amendment and that an affirmative vote of the majority of the members present is obtained and approved by City Council.

Adopted by the Board this _____ day of _____, 2009.

Robert Lott, Chairman

Attest:

Patricia Drosten, Board Coordinator

APPLICATION FOR BOARD APPOINTMENT TO CITY BOARDS AND COMMITTEES

Name Sherry Lester

Address 2230 Needle Palm, Edgewater, FL 32141

Home Phone 386-423-3035 Business Phone 386-423-5595

Occupation General Manager Accent Employment and AMS Staff Leasing

Are you a registered voter? yes Voting District 3

Are you a resident of Edgewater? yes How long? 10 yrs

Is your principle place of employment in Edgewater? yes

If yes, how long 8 years

Briefly state your interest in serving on a City board or a committee: help create a quality business climate and attract or expand job generating businesses in the City of Edgewater

State your experience/qualifications as an employment manager I understand the current hardships of our local businesses and as a multi-state workers compensation underwriter, I understand the cost of doing business.

Are you employed by the City? no Do you hold public office no

At the present time, do you serve on any other Boards or committees? no

If so, list each: _____

Have you served on any boards or committees? in Ohio

If so, list each: Fairfield August 1st Alliance, Secretary to Lindenwald Little League Board

BOARD AND COMMITTEE MEMBERS MAY BE REQUIRED TO FILE WITH THE STATE, FINANCIAL DISCLOSURE FORMS EACH YEAR

PLEASE INDICATE THE BOARDS OR COMMITTEES YOU WOULD LIKE TO SERVE ON AND RANK THEM ACCORDING TO CHOICE BY NUMBER

- | | |
|--|--|
| <input type="checkbox"/> ANIMAL CONTROL BOARD | <input type="checkbox"/> GENERAL EMPLOYEES PENSION BOARD |
| <input checked="" type="checkbox"/> CITIZEN CODE ENFORCEMENT BOARD | <input type="checkbox"/> LIBRARY BOARD |
| <input type="checkbox"/> CONSTRUCTION REGULATION BOARD | <input type="checkbox"/> RECREATION & CULTURAL SERVICES |
| <input checked="" type="checkbox"/> ECONOMIC DEVELOPMENT BOARD | <input type="checkbox"/> PLANNING & ZONING BOARD |
| <input type="checkbox"/> FIREFIGHTERS PENSION BOARD | <input type="checkbox"/> POLICE PENSION BOARD |
| | <input type="checkbox"/> VETERANS PARK AVD. COMMITTEE |

Signature Sherry Lester Date 2-10-09

APPLICATION FOR APPOINTMENT TO
CITY BOARDS AND COMMITTEES

Name RAYMOND J. BLACK SR. 05-14-07A11:58 RCVD

Address 3329 UNITY TREE DRIVE Edgewater

Home Phone 386-427-3350 Business Phone 386-226-4413

Occupation BANK MANAGER - BANK OF AMERICA

Are you a registered voter? YES Voting District 4

Are you a resident of Edgewater? YES How long? 4 YEARS

Is your principal place of employment in Edgewater? NO

If yes how long? _____

Briefly state your interest in serving on a City board or committee:

TO BE PART OF GROWING CITY AND BEING MY EXPERIENCE TO IT

State your experience/qualifications OFFICER, BANK OF AMERICA I HAVE BEEN ON 3-4 BOARDS AND HAVE BEEN VERY SUCCESSFUL IN GROWING + MAKING BOARD BE A BETTER ORGANIZATION

Are you employed by the City? NO Do you hold public office? NO

At the present time, do you serve on any other Boards or committees?

If so, list each: NONE

Have you ever served on any boards or committees? SHARING CENTER, COCOA VILLAGE

If so, list each: _____

(BOARD AND COMMITTEE MEMBERS MAY BE REQUIRED TO FILE WITH THE STATE, FINANCIAL DISCLOSURE FORMS EACH YEAR)

PLEASE INDICATE THE BOARDS OR COMMITTEES YOU WOULD LIKE TO SERVE ON AND RANK THEM ACCORDING TO CHOICE BY NUMBER

- ANIMAL CONTROL BOARD
- 1 CITIZEN CODE ENFORCEMENT BOARD
- CONSTRUCTION REGULATION BOARD
- 2 ECONOMIC DEVELOPMENT BOARD
- FIREFIGHTERS PENSION BOARD
- GENERAL EMPLOYEES PENSION BOARD
- LIBRARY BOARD
- RECREATION & CULTURAL SERVICES
- 3 PLANNING & ZONING BOARD
- POLICE PENSION BOARD
- VETERANS PARK ADV. COMMITTEE

Signature [Handwritten Signature]
(REVISED (2-10-04))

Date 5-10-07

felt more 12/25

yes - 12/25

APPLICATION FOR APPOINTMENT TO
CITY BOARDS AND COMMITTEES

Name Jim Sylvester

Address 2209 Orange Tree

Home Phone 386 427 9724 Business Phone None

Occupation Retired Contractor / real estate investor

Are you a registered voter? yes Voting District 2

Are you a resident of Edgewater? yes How long? 2 yrs

Is your principal place of employment in Edgewater? not employed

If yes how long? _____

Briefly state your interest in serving on a City board or committee:

Looking for ways to reduce taxes by broadening the tax base.

State your experience/qualifications Past employment includes Real Estate sales, Contractor, Department manager of Pullman standard, R&D with Du Pont, Industrial maint. with Rockwell International

Are you employed by the City? NO Do you hold public office? NO

At the present time, do you serve on any other Boards or committees? NO

If so, list each: _____

Have you ever served on any boards or committees? Not in Volusia Co fl.

If so, list each: Electrical Inspector - Punta Gorda fl

(BOARD AND COMMITTEE MEMBERS MAY BE REQUIRED TO FILE WITH THE STATE, FINANCIAL DISCLOSURE FORMS EACH YEAR)

PLEASE INDICATE THE BOARDS OR COMMITTEES YOU WOULD LIKE TO SERVE ON AND RANK THEM ACCORDING TO CHOICE BY NUMBER

- ANIMAL CONTROL BOARD
- CITIZEN CODE ENFORCEMENT BOARD
- CONSTRUCTION REGULATION BOARD
- ECONOMIC DEVELOPMENT BOARD
- FIREFIGHTERS PENSION BOARD
- GENERAL EMPLOYEES PENSION BOARD
- LIBRARY BOARD
- RECREATION & CULTURAL SERVICES
- PLANNING & ZONING BOARD
- POLICE PENSION BOARD
- VETERANS PARK ADV. COMMITTEE

Signature James Sylvester Jr Date 09/05/07
(REVISED 2-10-04)

APPLICATION FOR APPOINTMENT TO
CITY BOARDS AND COMMITTEES

04-11-07A10:18 RCVD

Name Christine A. Schneider

Address 2732 Silver Palm Dr. Edgewater

Home Phone 386 490 4478 Business Phone 386 689-5438

Occupation self employed business woman

Are you a registered voter? yes Voting District FL Shrs

Are you a resident of Edgewater? yes How long? since 99-Oct

Is your principal place of employment in Edgewater? yes

If yes how long? 2 1/2 yrs

Briefly state your interest in serving on a City board or committee:

What to be involved in what is going on

State your experience/qualifications I am a real estate investor

trying to clean up Edgewater and make

housing affordable for young & older people

Are you employed by the City? No Do you hold public office? No

At the present time, do you serve on any other Boards or committees?

If so, list each: No

Have you ever served on any boards or committees? ~~Yes~~ SEYolusia Animal Shelter member

If so, list each: for a few years. I volunteer for United Humar

(BOARD AND COMMITTEE MEMBERS MAY BE REQUIRED TO FILE WITH THE STATE, FINANCIAL DISCLOSURE FORMS EACH YEAR) in DB.

PLEASE INDICATE THE BOARDS OR COMMITTEES YOU WOULD LIKE TO SERVE ON AND RANK THEM ACCORDING TO CHOICE BY NUMBER

- ANIMAL CONTROL BOARD
- CITIZEN CODE ENFORCEMENT BOARD
- CONSTRUCTION REGULATION BOARD
- ECONOMIC DEVELOPMENT BOARD
- FIREFIGHTERS PENSION BOARD
- GENERAL EMPLOYEES PENSION BOARD
- LIBRARY BOARD
- RECREATION & CULTURAL SERVICES
- PLANNING & ZONING BOARD
- POLICE PENSION BOARD
- VETERANS PARK ADV. COMMITTEE

Signature Christine A. Schneider Date 3-14-07
(REVISED (2-10-04))

Yes 12/24/08



THE CITY OF EDGEWATER

POST OFFICE BOX 100-EDGEWATER, FLORIDA 32132-0100

APPLICATION FOR APPOINTMENT TO CITY BOARDS OR COMMITTEES

09-24-07 11:45 IN

NAME Agnes Witter

ADDRESS 223 Flagler Ave

HOME PHONE 428-5667 BUSINESS PHONE _____

OCCUPATION retired

Are you a resident of Edgewater yes How long 31 years

Is your principal place of employment in Edgewater? _____
if yes how long? _____

Briefly state your interest in serving on a City board or

committee: I would like to see our city grow in a sustainable manner by employing highest and best use where appropriate.

State your experience/qualifications

50+ years business experience - retail sales - distribution - PR - banking - real estate

Are you a registered voter? yes

Are you employed by the City? No Do you hold public office? No

At the present time, do you serve on any other Boards or committees? yes If so, list each: Citizen Volunteer

Have you ever served on any boards, agencies, or committees? _____ If so, list each: city volunteer in city hall.

(BOARD AND COMMITTEE MEMBERS MAY BE REQUIRED TO FILE WITH THE STATE, FINANCIAL DISCLOSURE FORMS EACH YEAR)

PLEASE INDICATE BOARDS OR COMMITTEES YOU WOULD LIKE TO SERVE ON AND RANK THEM ACCORDING TO CHOICE BY NUMBER

- | | |
|---|---|
| <input type="checkbox"/> ANIMAL CONTROL BOARD | <input type="checkbox"/> GENERAL EMPLOYEES PENSION BOARD |
| <input type="checkbox"/> CITIZEN CODE ENFORCEMENT BOARD | <input type="checkbox"/> LIBRARY BOARD |
| <input type="checkbox"/> CONSTRUCTION REGULATION BOARD | <input type="checkbox"/> RECREATION & CULTURAL SERVICES |
| <u>2</u> ECONOMIC DEVELOPMENT BOARD | <input checked="" type="checkbox"/> PLANNING & ZONING BOARD |
| <input type="checkbox"/> FIREFIGHTERS PENSION BOARD | <input type="checkbox"/> POLICE PENSION BOARD |
| | <input type="checkbox"/> VETERANS PARK ADV. COMMITTEE |

SIGNATURE Agnes Witter DATE: 9-17-07

SEE REVERSE SIDE FOR BOARD AND COMMITTEES LISTINGS (2-10-03)

Lm
Yes
12/29



THE CITY OF EDGEWATER

POST OFFICE BOX 100-EDGEWATER, FLORIDA 32132-0100

APPLICATION FOR APPOINTMENT TO CITY BOARDS OR COMMITTEES

NAME Michael Carroll

ADDRESS 126 A Hotel

HOME PHONE 569.5605 BUSINESS PHONE ---

OCCUPATION Ret

Are you a resident of Edgewater yes How long 2 yrs

Is your principal place of employment in Edgewater? NA
if yes how long? ---

Briefly state your interest in serving on a City board or
committee: Really appreciate Edgewater

State your experience/qualifications Some Municipal
experience

Are you a registered voter? will be

Are you employed by the City? N Do you hold public office? ---

At the present time, do you serve on any other Boards or committees?
N If so, list each: ---

Have you ever served on any boards, agencies, or committees? --- If so,
list each: Finance Committee

**(BOARD AND COMMITTEE MEMBERS MAY BE REQUIRED TO FILE WITH THE STATE,
FINANCIAL DISCLOSURE FORMS EACH YEAR)**

PLEASE INDICATE BOARDS OR COMMITTEES YOU
WOULD LIKE TO SERVE ON AND RANK THEM ACCORDING TO CHOICE BY NUMBER

- | | |
|--|--|
| <input checked="" type="checkbox"/> Bicycle / Ped Adv. Committee M.P.O | <input type="checkbox"/> GENERAL EMPLOYEES PENSION BOARD |
| <input type="checkbox"/> ANIMAL CONTROL BOARD | <input type="checkbox"/> LIBRARY BOARD |
| <input type="checkbox"/> CITIZEN CODE ENFORCEMENT BOARD | <input checked="" type="checkbox"/> RECREATION & CULTURAL SERVICES |
| <input type="checkbox"/> CONSTRUCTION REGULATION BOARD | <input checked="" type="checkbox"/> PLANNING & ZONING BOARD |
| <input checked="" type="checkbox"/> ECONOMIC DEVELOPMENT BOARD | <input type="checkbox"/> POLICE PENSION BOARD |
| <input type="checkbox"/> FIREFIGHTERS PENSION BOARD | <input type="checkbox"/> VETERANS PARK ADV. COMMITTEE |

SIGNATURE Michael Carroll DATE: 6.18.07

SEE REVERSE SIDE FOR BOARD AND COMMITTEES LISTINGS (2-10-03)

*felt message
12/29/08*