

**CITY OF DELTONA, FLORIDA
ECONOMIC DEVELOPMENT ADVISORY BOARD MEETING
MONDAY, SEPTEMBER 12, 2011**

A Regular Meeting of the Deltona Economic Development Advisory Board was held on Monday, September 12, at City Hall 1st Floor Conference Room, 2345 Providence Boulevard, Deltona, Florida.

1. CALL TO ORDER:

The meeting was called to order at 6:32 p.m. by Jerry Mayes.

2. ROLL CALL:

Due to the absence of the Chairman, Vice Chairman Desmond, will assume the position of Chairman at this meeting.

Chairman	Nick Conte	Absent (excused)
Vice Chairman	Robert Desmond	Present
Voting Member	Karl Brown	Present (arrived late)
Voting Member	Joseph Cerrato	Present
Voting Member	Manuel Chavez	Present
Voting Member	Franklin Welch	Present
Voting Member	Harry Wilkins	Absent (excused)

Also present: Business Development Administrator Jerry Mayes.

3. APPROVAL OF MINUTES:

A. Minutes:

1. Meeting – August 8, 2011.

Motion by Member Cerrato, seconded by Member Chavez, to adopt the minutes of the Regular Economic Development Advisory Board Meeting of August 8, 2011, as presented.

Motion carried with members voting as follows: Member Cerrato, for; Member Chavez, for; Member Welch, for; and Chairman Desmond, for.

Member Brown arrived at the meeting.

4. PUBLIC COMMENT: None

5. OLD BUSINESS:

A. City Liaison Staff Report (Jerry Mayes).

Mr. Mayes explained the Florida Sunshine Law. He stated that he, as the City liaison, can send e-

mails to all the members, however, the members cannot reply to all, only to Mr. Mayes. Members can only communicate with other members during the meetings.

6. NEW BUSINESS:

A. Discuss Changing DEDAB Meetings from Monthly to Quarterly: October 10, 2011, January 9, April 9, July 9, and October 8, 2012.

Member Cerrato said he would like to continue meeting on a monthly basis. Chairman Desmond concurred. Member Brown disagreed, asking what could be accomplished monthly that could not be accomplished quarterly. Chairman Desmond said it gives the Board a chance to react and provide input in a timely manner. Member Brown said there is nothing pressing for the Board to meet monthly and would like to meet quarterly. Member Chavez said there are some things that are pressing and he would like to meet monthly.

Mr. Mayes said there are sub-committee meetings that will meet monthly and bi-monthly, which would be three meetings a month for some members. He said all the work is being done in the sub-committees. Another option would be to meet every other month. The major basis of the DEDAB meetings will be to hear the sub-committee reports.

Chairman Desmond said he thinks meeting quarterly or every other month sends the wrong message to the business people in Deltona; also there is other business that needs to be discussed monthly besides the sub-committee work. Member Welch agreed with Chairman Desmond. He asked about internet or telephone conference meetings. Mr. Mayes said it would be just as easy to get together rather than encounter possible complications with internet/telephone meetings. Discussion ensued regarding conference calls when a member cannot be present.

Motion by Member Cerrato, seconded by Member Welch, to continue DEDAB meetings on a monthly basis, on the 2nd Monday of each month.

Motion carried with members voting as follows:

Member Cerrato	For
Member Brown	Against
Member Chavez	For
Member Welch	For
Chairman Desmond	For

B. Review revised DEDAB By-Laws.

Chairman Desmond asked that this item be tabled until all Board Members are in attendance.

Motion by Member Cerrato, seconded by Member Brown, to table Item 6B-Review revised DEDAB By-Laws, until the October 10th DEDAB meeting.

Motion carried with members voting as follows: Member Cerrato, for; Member Brown, for; Member Chavez, for; Member Welch, for; and Chairman Desmond, for.

C. Review DEDAB Sub-Committees as approved by City Commission.

Mr. Mayes referred to the sub-committee hand-out explaining the creation of the two advisory DEDAB sub-committees and their duties.

D. Appoint Chairpersons, Vice Chairpersons, and Members to the two DEDAB Sub-Committees.

There was discussion regarding Member Cerrato to be appointed chairman of the Commerce Park and SunRail Sub-Committee. No other member volunteered or was nominated to be chairman.

Motion by Chairman Desmond, seconded by Member Chavez, to appoint Member Cerrato as Chairman of the Commerce Park and SunRail Sub-Committee.

Motion carried with members voting as follows: Member Cerrato, for; Member Brown, for; Member Chavez, for; Member Welch, for; and Chairman Desmond, for.

There was discussion regarding Member Wilkins to be appointed chairman of the Educational and Medical Sub-Committee. No other member volunteered or was nominated to be chairman.

Motion by Member Cerrato, seconded by Member Welch, to appoint Member Wilkins as Chairman of the Educational and Medical Sub-Committee.

Motion carried with members voting as follows: Member Cerrato, for; Member Brown, for; Member Chavez, for; Member Welch, for; and Chairman Desmond, for.

Member Cerrato asked about the procedure for nominating members to the sub-committees. He said Mr. Roy Braddy and Mr. Jack Kesler are willing to participate on the Commerce Park and SunRail Sub-Committee. Mr. Mayes said the chair of the sub-committee, who must be a DEDAB member, appoints citizens of Deltona to serve on the sub-committee. Also, any DEDAB member can serve on a sub-committee. All Members or citizens must complete a City application. At this point, Mr. Demeter, Mr. Braddy and Mr. Kesler have completed their applications. Mr. Mayes said Sub-Committee Chairpersons can make their appointments at this time since he, as City liaison, is present.

Member Brown asked how many members can be on a sub-committee. Mr. Mayes said there are no set numbers in the by-laws. He thinks there needs to be at least a total of six people on each sub-committee. Chairman Desmond said it would be good to have an odd number of people serve on the sub-committees in case there is a tie vote. He recommends a minimum of three and a maximum of seven people. Mr. Mayes said DEDAB Members are not required to be on a sub-committee.

Member Cerrato appointed Mr. Kesler and Mr. Braddy to serve on the Commerce Park and SunRail Sub-Committee. Chairman Desmond volunteered to be on the sub-committee and was accepted by Member Cerrato. Mr. Mayes asked the Board Members to recruit citizens with experience in the fields of the sub-committees.

Mr. Mayes asked the Board if he could represent Member Wilkins to appoint members to the Educational and Medical Sub-Committee.

Motion by Member Chavez, seconded by Member Brown to appoint Jerry Mayes to represent Member Wilkins.

Motion carried with members voting as follows: Member Cerrato, for; Member Brown, for; Member Chavez, for; Member Welch, for; and Chairman Desmond, for.

Mr. Mayes appointed Member Chavez and Mr. Richard Demeter to serve on the Educational and Medical Sub-Committee. Member Brown volunteered to serve on the Educational and Medical Sub-Committee.

Member Welch volunteered to serve on the Commerce and SunRail Sub-Committee.

Mr. Mayes announced the following sub-committee members:

Commerce and SunRail Sub-Committee: Chairman: Joseph Cerrato; Members: Jack Kesler, Roy Braddy, DEDAB Members Robert Desmond and Franklin Welch.

Educational and Medical Sub-Committee: Chairman: Harry Wilkins; Members: Richard Demeter, DEDAB Members Karl Brown and Manuel Chavez.

Discussion ensued on the minimum and maximum number of members on sub-committees. Mr. Mayes said there are already more than three members in each sub-committee. Member Cerrato said he does not want to limit members to seven. There was discussion regarding sub-committee duties, advisement, reporting and communication procedures.

Chairman Desmond suggested tabling the appointment of Sub-Committee vice chairmen. He said this process should be discussed and decided at the sub-committee meetings.

Motion by Member Chavez, seconded by Member Welch, to table election of vice chairmen in order for the Sub-Committees to appoint their own vice chairmen.

Member Cerrato said, just for clarification, the sub-committees will appoint their own vice chairmen. Other Members concurred.

Motion carried with members voting as follows: Member Cerrato, for; Member Brown, for; Member Chavez, for; Member Welch, for; and Chairman Desmond, for.

E. Establish meeting days and times for DEDAB Sub-Committees.

Member Cerrato said it is his recommendation that the sub-committees establish their own meeting schedule at their first meeting. Chairman Desmond asked whether the City needs to advertise for membership to the sub-committees. Member Cerrato asked whether that was even allowed. Mr. Mayes said he would ask the City Clerk's office about whether it was allowed for the City to advertise for sub-committee membership. Discussion ensued about meetings being held in City meeting rooms, availability, best days and times for meetings, etc.

Chairman Desmond said at last month's meeting there was to be discussion regarding the Deltona Business Forum 'obstacles and issues,' and the availability of space in the City Newsletter for DEDAB.

Mr. Mayes said the Deltona Business Forum I was held in May. Business Forum II will be held October 13. He said he did not receive any questions from Members regarding this item and that nothing has changed since the Board received the obstacles and issues hand-out. Discussion ensued regarding the Business Forum and Mr. Mayes said all the concerns of business owners were addressed.

Mr. Mayes said regarding the City Newsletter, this item will need to be tabled. Photographs have been taken at ribbon cuttings. He will defer this item to Mr. Lopez, City Community/Information Officer. Chairman Desmond said it would be good for Mr. Lopez to bring to DEDAB ideas about format, spacing, color schematic, etc., for the DEDAB article.

Motion by Member Cerrato, seconded by Member Chavez, to invite Lee Lopez to a DEDAB meeting to present ideas about the space in the City Newsletter.

Motion carried with members voting as follows: Member Cerrato, for; Member Brown, for; Member Chavez, for; Member Welch, for; and Chairman Desmond, for.

7. MEMBER COMMENTS:

- a) Member Welch asked if there is access to the City website to show what DEDAB was doing. Discussion ensued.

Motion by Member Welch, seconded by Member Brown, to invite the City's webmaster to attend a DEDAB meeting to discuss adding a DEDAB points of activities summary to the web.

Motion carried with members voting as follows: Member Cerrato, for; Member Brown, for; Member Chavez, for; Member Welch, for; and Chairman Desmond, for.

Mr. Mayes said he would ask the City Clerk or the Assistant City Clerk to discuss this item with the DEDAB Board at the next meeting.

- b) Member Cerrato requested an update from staff regarding the scrub jay situation because this is a crucial issue that can be a hindrance to development.
- c) Member Chavez said the City of Port Orange has invited DEDAB to take a tour of a solar powered electrical facility.

Motion by Member Welch, seconded by Member Cerrato, for Member Chavez to present a report to DEDAB about the tour, and to invite a presenter to the meeting.

Motion carried with members voting as follows: Member Cerrato, for; Member Brown, for; Member Chavez, for; Member Welch, for; and Chairman Desmond, for.

- d) Member Brown congratulated Vice Chairman Desmond on his good job of chairing the DEDAB meeting.
- e) Chairman Desmond said he had a good time chairing the meeting and that this was his first time because Chair Conte has an excellent attendance record.

8. ADJOURNMENT:

There being no further business, the meeting adjourned at 7:45 p.m.

ATTEST:

CHAIRMAN

Jerry Mayes, RECORDING SECRETARY