

City of DeBary
Regular Economic Development Advisory Committee Meeting
Thursday
June 26, 2003
6:00 PM

Florence K. Little Town Hall
12 Colomba Road DeBary, Florida

MINUTES

I. Call to Order - Chair Carol Lawrence

II. Roll Call

Members Present; Carol Lawrence, Donald E. Kitner, Tom Donohoe, Betty Gigantino, and Jane Wright

Absent: Tracy Good, Dick Tosh, and Don Woodruff

Others Present: Vice Mayor George Coleman, City Manager Richard Diamond, Assistant City Manager Maryann Yaskanich, and Executive Director Linda White, West Volusia Chamber of Commerce.

III. Approval of Minutes

March 20, 2003 Regular Meeting

Motion was made and seconded to accept as presented.

May 1, 2003 Regular Meeting

Motion was made and seconded to approve as amended.

IV. Recommendation for Services Agreement with GAI Consultants.

The proposed Agreement negotiated with GAI Consultants by City Manager Diamond was discussed; that the revised proposal was at \$30,000 including one additional meeting with the EDAC; that the EDAC could provide invitations to the public and business owners to the first meeting where an outline of the scope and intent of the project and explanation of the process would be provided; and that reports would be provided by GAI every two weeks for review and comment by the EDAC. The change to the original proposal had been to remove an additional cost of \$5,000 proposed for a Public Participation Program; that public input and feedback would be solicited by the City; that the language in the proposal should be clarified; and that an agenda for that first meeting could be provided in advance. It was further discussed that the other participants in the presentation were notified; that the boundaries would be recommended based on the Study findings; and that the scope of services provided for presentations to the City and County Councils. It was discussed that language stating the Study was defined as the 17-92 Corridor was based on language in the Comprehensive Plan; that the areas could extend east and west from US Highway 17-92; that a rate schedule was provided for additional services that might be desired; and that the services to be provided were comprehensive and within budget. There was discussion that GAI was the favored firm due to having an attorney on the team as well as their connections to Volusia County; that on Page 7 there was correction and

clarification to language needed regarding termination of the Contract; and that a clause for "just cause" should be added. It was discussed that, if recommended tonight, the item could be added to the agenda for the City Council Meeting on July 2, 2003; that the time for completion of the project would begin with that approval; and that data collection could be started at that time and the first meeting scheduled in September.

Chair Lawrence entertained a motion to approve the proposal. Motion was made by Committee Member Donohoe to approve the proposal with amendments as discussed and the expectation of the first meeting with the EDAC in September. Committee Member Kitner seconded. The motion carried unanimously.

V. Other Business

Vice Mayor Coleman commented that it was favorable that there had been recent news articles regarding the active role of the EDAC in promoting businesses in DeBary.

West Volusia Chamber of Commerce Executive Director Linda White discussed that she and City Manager Diamond and two members of the Volusia County Economic Development Committee had met with a prospect for the Springview Industrial Park; that she was working to address issues with technology available in the area; that tenants in the Winn-Dixie Plaza were concerned with the recent downward trends in business; that suggestions had been provided such as maintaining consistent hours of operation and participating in group efforts at the Plaza; and that she would be meeting with the business owners to discuss Chamber advertising and to review business trends. Ms. White thanked City Manager Diamond for connecting those businesses with the Chamber; that small business counseling was provided at the Chamber by SCORE members; and that the Chamber could be contacted if any other businesses were in need of assistance. It was discussed that Ms. White would be meeting with the Winn-Dixie Plaza businesses to determine what the reasons were for the downward trend and then compare them with other areas; that small businesses did not have to be members of the Chamber in order to receive counseling; that the contract with the City provided for those services.

Chair Lawrence polled Committee Members for the next meeting time; that the next meeting would be held on July 17, 2003; that Strategic Plan issues had to be resolved; and that Progress Energy should be contacted for a meeting. City Manager Diamond noted that Progress Energy had been provided scheduling and their Economic Development Department would be calling to set up a date; that Strategic Planning could be discussed at the July meeting; and that the August EDAC 2003 meeting would fall on the 21st.

VI. Adjournment: The meeting adjourned at 6:45 PM.

**APPROVED October 16, 2003
CITY OF DeBARY
Economic Development Advisory Committee**

Carol Lawrence, Chair