



Meeting Minutes
Community Economic Development
Advisory Board

Tuesday, October 21, 2025

10:30 AM

City Hall Room 244

1. Call to Order

Chair Burroughs called the meeting to order at 10:30 a.m.

2. Roll Call

Present 6 - Chair Burroughs, Board Member LaCour, Board Member Endee, Board Member Eisenhauer, Board Member Jerome and Board Member Cheney

Absent 4 - Vice Chair Holland, Board Member Perkins, Board Member Simon and Board Member Matassa

Also Present

Business Research Analyst Waterhouse, Staff Liaison Meerman, and Board Specialist Lindner.

3. Pledge of Allegiance

The Pledge of Allegiance was led by the Board.

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [25-2925](#) Approval of July 28, 2025 Community Economic Development Advisory Board Minutes.

Chair Burroughs announced the item and requested a motion.

A motion was made by Board Member Endee, seconded by Board Member Eisenhauer, to approve the minutes as presented. The motion carried on the following vote:

Yes: 6 - Chair Burroughs, Board Member LaCour, Board Member Endee, Board Member Eisenhauer, Board Member Jerome and Board Member Cheney

Absent: 4 - Vice Chair Holland, Board Member Perkins, Board Member Simon and Board Member Matassa

6. New Business

- A. [25-2718](#) Discussion and Possible Action Regarding Changes to the Remaining

2025 Meeting Dates

Chair Burroughs announced the item.

Mr. Meerman introduced the item.

Discussion took place regarding holiday conflicts.

B. [25-2720](#) Discussion and Possible Action Regarding the 2026 Community Economic Development Advisory Board Meeting Schedule

Chair Burroughs announced the item.

Mr. Meerman introduced the item.

Discussion took place regarding meeting frequency, prior attendance, agenda item requests, and annual report scheduling.

Chair Burroughs requested a motion.

A motion was made by Board Member LaCour, seconded by Board Member Cheney, to request Mr. Meerman to provide timely updates regarding any upcoming changes or new updates. The motion carried on the following vote:

Yes: 6 - Chair Burroughs, Board Member LaCour, Board Member Endee, Board Member Eisenhauer, Board Member Jerome and Board Member Cheney

Absent: 4 - Vice Chair Holland, Board Member Perkins, Board Member Simon and Board Member Matassa

Discussion continued regarding bi-monthly meetings, adequate preparation time, and the scheduling of special meetings.

Chair Burroughs requested a motion.

A motion was made by Board Member Cheney, seconded by Board Member Endee, to approve the 2026 CEDAB meeting schedule as follows: January 20, 2026, March 17, 2026, May 19, 2026, September 15, 2026, and November 17, 2026. The motion carried on the following vote:

Yes: 6 - Chair Burroughs, Board Member LaCour, Board Member Endee, Board Member Eisenhauer, Board Member Jerome and Board Member Cheney

Absent: 4 - Vice Chair Holland, Board Member Perkins, Board Member Simon and Board Member Matassa

D. [25-2722](#) Discussion and Review Regarding the Roles and Responsibilities of the Community Economic Development Advisory Board and Their Assigned Liaison

Chair Burroughs announced the item.

Mr. Meerman introduced the item.

Discussion took place regarding communication protocols.

7. Future Agenda Items

Chair Burroughs announced the item and queried Board Members regarding items to be placed on a future agenda.

Discussion took place regarding affordable housing, Sarasota Memorial Hospital (SMH) updates, commercial development, diverse businesses, and workforce education needs.

Mr. Meerman spoke to adding future agenda items.

Chair Burroughs requested a motion.

A motion was made by Board Member Endee, seconded by Board Member Chaney, to include future agenda items for discussion on affordable and obtainable housing, Sarasota Memorial Hospital (SMH) progress, commercial development, diversity, and workforce education. The motion carried on the following vote:

Yes: 6 - Chair Burroughs, Board Member LaCour, Board Member Endee, Board Member Eisenhauer, Board Member Jerome and Board Member Cheney

Absent: 4 - Vice Chair Holland, Board Member Perkins, Board Member Simon and Board Member Matassa

8. Public Comment

There was no public comment.

9. Adjournment

Chair Burroughs adjourned the meeting at 11:07 a.m.

By: _____
Sean Burroughs, Chair