City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes
Community Economic Development Advisory Board

Tuesday, February 18, 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 7 - Chair Burroughs, Board Member LaCour, Board Member Dipillo, Vice Chair Holland, Board Member Endee, Board Member Eisenhauer and Board Member Jerome

Absent 2 - Board Member Dalton and Board Member Wideman

Also Present:

Staff Liaison Meerman, Assistant City Attorney Coughlin, Assistant Director of Development Services Barnes, and Assistant City Clerk Powell

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. 25-1781 Approve the November 19, 2024 Community Economic Development Advisory Board Meeting Minutes

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

Yes: 7 - Chair Burroughs, Board Member LaCour, Board Member Dipillo, Vice Chair Holland, Board Member Endee, Board Member Eisenhauer and Board Member Jerome

Absent: 2 - Board Member Dalton and Board Member Wideman

6. Presentations

A. 25-1859 Presentation of Sunshine Law Training (Presented by the Office of the City of Attorney)

Chair Burroughs announced the item.

Ms. Coughlin provided a presentation including public meetings definitions, open meeting requirements, penalties for violations, public records definitions, email and text messages, public record requests, retention, penalty examples, Florida Commission on Ethics, prohibited conduct, prohibited relationships, voting conflicts of interest, penalties, relatives, meeting procedures, alternate members, and requesting information that is not a public record.

Discussion took place regarding retention schedule and conflict of interest.

7. New Business

A. 25-1873 Discussion and Possible Action Regarding Election of Chair and Vice Chair

Chair Burroughs announced the item and called for nominations for Chair.

Board Member Dipillo nominated Chair Burroughs to serve as Chair.

Discussion took place regarding term renewal and Board role.

Chair Burroughs asked for any additional nominations.

With no additional nominations Chair Burroughs closed the nominations and requested a motion.

A motion was made by Board Member LaCour, seconded by Board Member Dipillo, to elect Chair Burroughs as Chair. The motion carried on the following vote:

Yes: 7 - Chair Burroughs, Board Member LaCour, Board Member Dipillo, Vice Chair Holland, Board Member Endee, Board Member Eisenhauer and Board Member Jerome

Absent: 2 - Board Member Dalton and Board Member Wideman

Chair Burroughs called for nominations for Vice Chair.

Discussion continued regarding new members.

Board Member Dipillo nominated Board Member Holland to serve as Vice Chair.

Board Member LaCour nominated Board Member Endee to serve as Vice Chair.

Chair Burroughs asked for any additional nominations.

With no additional nominations Chair Burroughs closed the nominations and requested a motion.

A motion was made by Board Member Jerome, seconded by Board Member Eisenhauer, to elect Board Member Holland as Vice Chair. The motion carried on the following vote:

Yes: 7 - Chair Burroughs, Board Member LaCour, Board Member Dipillo, Vice Chair Holland, Board Member Endee, Board Member Eisenhauer and Board Member Jerome

Absent: 2 - Board Member Dalton and Board Member Wideman

8. Updates

A. 25-1941 Economic Development Division Update

Chair Burroughs announced the item.

Ms. Barnes introduced Mr. Meerman as the new staff liaison.

Mr. Meerman provided introductions.

Ms. Barnes spoke to department updates, Unified Land Development Code (ULDC), and software implementation.

Discussion took place regarding software utilization.

Mr. Meerman spoke to upcoming projects, development initiatives, and community events.

Discussion continued regarding targeted industries and events timeline.

9. Future Agenda Items

Chair Burroughs announced the item and queried Staff and Board Members regarding items to be placed on a future agenda including new business development relating to corridor zoning and Suncoast Technical College (STC) trade program expansion.

10. Public Comment

There was no public comment.

11. Adjournment

Chair Burroughs adjourned the meeting at 11:36 a.m.

By: _____
Sean Burroughs, Chair