Ocala Enterprise Zone Development Agency

Regular Meeting Minutes

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Wednesday, November 2, 2011
3:00 PM

1. Welcome/Introductions

The meeting was called to order by JeRome Johnson at 3:04PM.

Attendee Name	Title	Status	Arrived
Jaye Baillie	Chamber of Commerce	Present	
Leonard Barriner	Past CDBG – Workforce	Excused	
Brenda Chrisman	Workforce Connection	Present	
Jimmi Griffin	Griffin & Associates	Excused	
Scott Hackmyer	Devereux Foundation	Present	
JeRome Johnson	GOCDC – SR40 Committee	Present	
Brad Nimmo	Habitat for Humanity	Absent	
Pete Tesch	EDC	Absent	
Alfred Van Duyne	New Covenant Initiatives	Late	3:14 PM
Samuel Williams	OPD	Present	
Bill Bockewitz	Code Enforcement Board	Present	
TiJuana Jenkins-Woods	Ocala Housing Authority	Excused/Resigned	
Sharon Greene	Resident	Excused/Resigned	

Others Present: Ms. Mary Sue Rich as Ocala City Council liaison and Melanie Gaboardi and Endira Sharma of the City of Ocala's Revitalization Strategies Department.

2. Approval of Minutes

a. Approved Regular Meeting Enterprise Zone Development Agency Minutes for Wednesday, August 17, 2011

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Samuel Williams, OPD
SECONDER:	Jaye Baillie, Chamber of Commerce
AYES:	Williams, Bockewitz, Van Duyne, Baillie, Johnson, Hackmyer, Chrisman
ABSENT:	Nimmo, Tesch
EXCUSED:	Barriner, Greene, Griffin, Woods

3. Brownfield Grant Application

Ms. Gaboardi reported that the City is working on a Brownfield Grant application. The purpose of the grant is to provide funding for Phase I Brownfield Assessments; the grant deadline is November 28. She noted the application will be available in the

Revitalization Strategies office for review from November 21-28.
Ms. Rich questioned why the City no longer receives Brownfield funds.
Ms. Gaboardi stated that the application submitted last year was not favorably received, funding has been restricted over the past several years, and the last grant the City received expired in 2009. Ms. Chrisman questioned Phase I Assessments.
Ms. Gaboardi explained that Phase I is an initial review of a parcel which includes a history of the property and environmental study to determine the likely presence of contaminants.

4. Brownfield Grant Application Request for Support

Ms. Gaboardi reported they have received twelve letters of support; the consultant recommends we obtain fifteen to twenty. She stated the City had ten letters of support when they applied last year. There are additional activities in the City, such as the project downtown, that make the City more likely to receive funding. The inclusion of research data that shows the City's severe economic need will also help the City's chances of receiving funding this year.

Ms. Gaboardi requested that the EZDA agree to provide a letter of support.
Mr. Johnson asked if Ms. Gaboardi had asked Barbara Fitos from the Community Fund for a letter of support. Ms. Gaboardi responded in the negative but said she would do so.

Approved Motion for Mr. Johnson to sign a support letter on behalf of the EZDA.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Brenda Chrisman, Workforce Connection
SECONDER:	Scott Hackmyer, Devereux Foundation
AYES:	Williams, Bockewitz, Van Duyne, Baillie, Johnson, Hackmyer, Chrisman
ABSENT:	Nimmo, Tesch
EXCUSED:	Barriner, Greene, Griffin, Woods

5. EZDA Applications for Board Members

Recent resignations from the Enterprise Zone Development Board have left two vacancies on the board. Ms. Jenkins-Woods and Ms. Greene have both resigned due to personal reasons. Ms. Gaboardi stated it is ultimately City Council's decision to appoint board members to the two EZDA vacancies to serve the remaining terms. Openings were publicly noticed and the application process has closed. Seven applications have been received. After discussion, the group made a motion to recommend two nominees to Council.

Approved Motion to submit the two names Michael Hageloh and Jerone Gamble to Council as recommendations for members to be appointed to the Enterprise Zone Development Agency.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Scott Hackmyer, Devereux Foundation
SECONDER:	Brenda Chrisman, Workforce Connection
AYES:	Williams, Bockewitz, Van Duyne, Baillie, Johnson, Hackmyer, Chrisman
ABSENT:	Nimmo, Tesch
EXCUSED:	Barriner, Greene, Griffin, Woods

6. Election of Officers for Next Year

Ms. Gaboardi explained that JeRome Johnson and Brad Nimmo have served the EZDA as Chair and Vice Chair respectively, for the current year. The Chair and Vice Chair terms are one year in length.

Approved motion to nominate Brad Nimmo as Chairman beginning January, 2012.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Bill Bockewitz, Code Enforcement Board
SECONDER:	Samuel Williams, OPD
AYES:	Williams, Bockewitz, Van Duyne, Baillie, Johnson, Hackmyer, Chrisman
ABSENT:	Nimmo, Tesch
EXCUSED:	Barriner, Greene, Griffin, Woods

Approved motion to nominate Chief Samuel Williams as Vice Chair beginning January 2012.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Scott Hackmyer, Devereux Foundation
SECONDER:	Jaye Baillie, Chamber of Commerce
AYES:	Williams, Bockewitz, Van Duyne, Baillie, Johnson, Hackmyer, Chrisman
ABSENT:	Nimmo, Tesch
EXCUSED:	Barriner, Greene, Griffin, Woods

7. List of Businesses to be Reviewed/Visited

Ms. Gaboardi reported that Ms. Sharma has worked with Workforce Connection to establish a list of businesses that should to be visited in order to determine their current business status. There are 108 businesses to be checked; they have been split into lists of geographic areas containing approximately ten to fifteen businesses so that EZDA members may make the visits. Chief Williams volunteered his staff to complete the business status verification process, as they are required to drive these areas. Ms. Gaboardi will provide the Chief with electronic versions of each area's map and list of businesses.

8. Other Discussion

Ms. Gaboardi explained to the EZDA that the Office of Tourism, Trade, and Economic Development (OTTED) has become a part of the newly established Florida Department of Economic Opportunity; part of the new office's responsibilities is to oversee the Enterprise Zone programs.

In response to a question from Ms. Baillie, Ms. Gaboardi stated they have been able to identify about 760 (unconfirmed number) jobs that have been created or maintained through the establishment of the City's Enterprise Zone.

9. Topics for Future Discussion

Mr. Hackmyer requested they discuss SunTran and the need to expand their routes. Ms. Rich suggested attendance at the TPO meetings, which occur on the fourth Tuesday of every month. Mr. Hackmyer and Chief Williams discussed the potential for a jitney service, including licensing and insurance.

Mr. Johnson reported that he has been working with the West Ocala CRA and things are moving along well.

Ms. Gaboardi noted that City Council has a workshop next week on West Ocala at 11:30 a.m.

Ms. Gaboardi suggested that the next EZDA meeting should focus on the Enterprise Zone Strategic Plan.

Ms. Chrisman asked if there is a way to look at and learn from the successes of other Enterprise Zones. Ms. Gaboardi will check into other Enterprise Zones to learn if there is anything unique that they are doing that would benefit the group.

As a recap, Ms. Gaboardi stated that she will send the annual report via e-mail to members; she will also place recommendations for EZDA applicants and Chair and Vice Chair nominations on the City Council agenda.

10. Proposed schedule for future meetings

Mr. Hackmyer requested that the EZDA meet five times per year rather than four. Ms. Gaboardi stated that the EZDA is required by ordinance to meet on a quarterly basis. Ms. Chrisman voiced support for five meetings. Ms. Chrisman encouraged meetings be held early in the month. Ms. Gaboardi asked if the Board would like to try to meet the first Wednesday of the month for those meetings.

Approved motion to amend the EZDA schedule to five meetings per year, with meetings in February, April, June, August, and October, on the first Wednesday at 3:00 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Scott Hackmyer, Devereux Foundation
SECONDER:	Brenda Chrisman, Workforce Connection
AYES:	Williams, Bockewitz, Van Duyne, Baillie, Johnson, Hackmyer, Chrisman
ABSENT:	Nimmo, Tesch
EXCUSED:	Barriner, Greene, Griffin, Woods

a. February 1, 2012 – 3:00 p.m.

b. April 4, 2012 – 3:00 p.m.

c. June 6, 2012 – 3:00 p.m.

d. August 1, 2012 – 3:00 p.m.

e. October 3, 2012 – 3:00 p.m.

11. Adjournment

Approved motion to adjourn at 5:02 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Samuel Williams, OPD
SECONDER:	Brenda Chrisman, Workforce Connection
AYES:	Williams, Bockewitz, Van Duyne, Baillie, Johnson, Hackmyer, Chrisman
ABSENT:	Nimmo, Tesch
EXCUSED:	Barriner, Greene, Griffin, Woods