Meeting called to order
Meeting was called to order at 8:16 am.

Approval of minutes
Motion made by Sheila DeCiccio, seconded by Bill Segal, to approve the December 10, 2019 minutes.
Motion passes 4-0.

New Business

1. Discussion on Building Code and Permitting
Assistant Division Director, Kyle Dudgeon, provided a background on the continuing conversation from the board on business process and impacts. Mr. Dudgeon introduced Scott Donovan, Fire Marshall, and Ashley Ong, Assistant Building Official, from the city. He stated that in order to begin to think about how businesses are affected it is important to understand the processes that are currently in place. He asked Mr. Donovan and Mr. Ong to discuss their jobs, and the types of trends they see related to influences on business. Discussion ensued related to life safety, requirements for permits, and enforcement of state statute. The board asked about enforcement of code and challenges related to education and process. Staff stated that an analysis could be done to compare the city’s codes to other areas to determine potential outliers. Staff additionally stated this is the first of several conversations regarding business and economic development and along with the board listed waste and recycling, CRA initiatives, parking, code enforcement, arts and culture, affordable housing, zoning and code issues, and permitting as potential discussion topics moving forward.

2. Employment Analysis
Mr. Dudgeon informed the Board that this review is consistent with the EDAB board list of projects for 2020. He presented a powerpoint on vacant available space in the city, how it relates to the
existing job market, what industries and clusters within the city are growing/shrinking, and how
does that compare to adjacent municipalities, the regional, and the country. Discussion ensued
regarding the types of businesses that are growing in Winter Park and how they relate to other
municipalities. Additional discussion ensued regarding how experience influences economic metrics.

3. Non-Taxable Property Analysis
Mr. Dudgeon suggested this item could be pushed to the March 10 meeting. The board agreed.

4. Chamber Update
Betsy Gardner-Eckbert, Chamber of Commerce President, deferred her time to the next board
meeting.

There being no further business, the meeting adjourned at 9:27 a.m.

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Chairperson, Bill Segal    Board Liaison, Kyle Dudgeon