

ADVISORY BOARD ANNUAL REPORT

TO: Mayor and City Commissioners

FROM: Economic Development Board (EDB)

CHAIR: Chris Ziadie

VICE CHAIR: Larissa Chanzas

REPORTING TERM: May 2024 - May 2025

DATE: April 9, 2024

MISSION STATEMENT: To encourage economic development, prosperity, and viability by promoting the highest level of assistance and services to the businesses and residents of the City of Pembroke Pines.

General Business

Monthly liaison reports have been a part of the Economic Development Board (EDB) meetings to inform members relevant to economic activity occurring throughout the city. Planning and Economic Development staff, as liaisons to the EDB, provide a report to the Board on current and upcoming cultural, social, development and businesses activities coming to the city. During the district reports, Board members discuss topics of business and/or community interest for their district or organization. Monthly meetings have been held on the 2nd floor of the Frank Gallery giving board members access to the art displays that being displayed in our community.

Key Actions

In the past year the EDB has held five meetings, the Board along with staff created a meetings calendar for the entire year. The Board did not meet in July 2024 (Summer Recess), October 2024 (Hurricane Milton), November 2024 (Art Festival) and February 2025 (Taste of Pines), so that Board members could attend important community events sponsored by the city. The meeting held in June 2024 operated as workshop because the board did not have a quorum due to absences and vacancies.

On the past year, four new members were appointed to the EDB. Currently there are two City Commission appointee positions that remain vacant.

The EDB discussed valuations of existing commercial properties, new residential properties and the impact on the tax roll. Also, the EDB focused on the discussion of the

City's Strategic Plan, including reviewing survey results as well as the goals and objectives of the plan held by the city. EDB members attended public meetings related to the plan. General information was also provided to the EDB regarding the general obligation bond referendum and the results of the March 2025 election.

Moving forward the EDB will work with City staff to enhance the city's Economic Development information. Strategy (1.2.1) in the EDSP aims to enhance details about the City's assets to the public, economic development data, events. During the meetings, the EDB examined other Economic Development websites and provided feedback to staff via a survey. The EDB recommends including demographics data in the form of infographics, interactive maps that would allow easy navigation and the search of opportunity sites and development projects in the city; in addition, the EDB would like to include small business resources, economic development news and upcoming events that would allow for networking opportunities and business programs implementation, as available.

Conclusions

The EDB is enthusiastic about the City's adopted Strategic Plan and how it will influence the future of our City. Along with the Economic Development Strategic Plan Update, we look forward to the plan to implement the other City master planning documents. The EDB looks forward to seeing the outcomes of the newly created budget committee and would like to schedule a joint advisory board workshop in the near future.

The EDB is thankful for the service of our past Chair, Mrs. Susan Meister, who served on the EDB for over a decade. We also thankful for the City's expanded trustee membership with the Miramar-Pembroke Pines Regional Chamber of Commerce. The Chamber is providing solid programming that supports our business community.

Attachments:

- A. Attendance Log June 2024- May 2025**
- B. Economic Development Board Code Section**

Member (Active in Bold)	Via	Appointed	Notes	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-24	Apr-25	May-25	Total Excused	Total Unexcused
Meister, Sue	Mayor (Citywide)	August-13	Chair (8/14/2024) Resigned (1/30/2025)	CANCEL (NO QUORUM)	NO MEETING (July Recess)	X	NO MEETING (City Budget Hearings)	NO MEETING (Hurricane Milton)	NO MEETING (Art Festival)	X	X	NO MEETING (Taste of Pines)	-	-	NO MEETING (Approved Schedule August 2024)	0	0
Lee, Aaron	District 1	September-24				-				0	0						
Chanzes, Larissa	District 2	Septermber-20	Vice-Chair (3/12/2025)			E				1	0						
Ziadie, Chris	District 3	November-17	Chair (3/12/2025)			X				0	0						
Reinstein, Stephen	District 4	January-23				X				1	0						
VACANT	Commission Appointment									-	-						
VACANT	Commission Appointment									-	-						
Scott Joiner	Alternate (Mayor)	August-24				X				1	0						
Leibeskind, Marc	Chamber of Commerce	August-14				X				1	0						
Alvarez, Annette	Chamber of Commerce	August-18				X				0	0						
Fabiana Rodriguez	Chamber of Commerce	August-24				X				0	0						
Stephen Lombardi	Chamber of Commerce	August-24				X				1	0						
Meeting (M) or Workshop (W)						M											
Zamora, Christian	Ex-Officio					X				-	-						
Stamm, Michael	Ex-Officio					X				-	-						
Julia Aldridge	Ex-Officio					X				-	-						
Paul Hernandez	City 's Attorney's Office					X				-	-						

ECONOMIC DEVELOPMENT BOARD

§ 32.120 ESTABLISHMENT AND INTENT.

(A) It is the intent of the City Commission in the establishment of the Pembroke Pines Economic Development Board that this Board shall act in an advisory capacity to the City Commission for the express purposes of pursuing new business opportunities as well as assisting local businesses and business operations in enhancing and in solidifying their existing conditions and roles within the city and the business environment of Broward County, Florida.

(B) It is the further intent and purpose in the creation of the Pembroke Pines Economic Development Board that the Board shall serve as a voice and in a responsive capacity to the needs of local businesses and business operations so as to assist local businesses and business operations in their ability to continue to do business in this city and to foster a positive and creative liaison between the City Commission and local businesses. (Ord. 1289, passed 11-4-98; Am. Ord. 1697, passed 9-7-11)

§ 32.121 DUTIES.

The duties of the Pembroke Pines Economic Development Board shall be as follows:

(A) To act in an advisory capacity to the City Commission; to conduct and hold public meetings in which matters affecting local businesses and local business activities to the city shall be considered, analyzed and reviewed for the express purposes of enhancing and enlightening the relationship between local government and local businesses in this city.

(B) To review and to formulate recommendations to the City Commission on specific business issues or business matters which reflect upon specific economic conditions or business matters which could, through legislation or other public action, be resolved or alleviated by actions taken or to be taken by the City Commission or the City Administration.

(C) To periodically review business matters affected by the Comprehensive Zoning Ordinances of the city, the city's Comprehensive Land Use Plan, the city's Comprehensive Land Use map, and other land development regulations which, by their terms or by implication have an effect upon the operation of local businesses and business operations which require the attention and further consideration of the City Commission.

(D) To accept the responsibility of periodic specific assignments from the City Commission to consider and to analyze matters which may be of a general or specific concern to the City Commission, or otherwise required by ordinance. (Ord. 1289, passed 11-4-98; Am. Ord. 1697, passed 9-7-11)

§ 32.122 BOARD ACTION ADVISORY ONLY.

The actions, decisions, and recommendations of the Pembroke Pines Economic Development Board shall not be final or binding on the City Commission, but shall be advisory only. (Ord. 1289, passed 11-4-98; Am. Ord. 1697, passed 9-7-11)

§ 32.123 COMPOSITION: APPOINTMENT OF MEMBERS.

(A) The Pembroke Pines Economic Development Board shall consist of 11 members and one alternate, as provided for hereinafter.

(B) Each member of the City Commission shall appoint one member representing their district with the Mayor's appointee chosen at large to serve on the Pembroke Pines Economic Development Board.

(C) The City Commission, by majority vote, shall appoint two additional voting members. These two members shall serve a term of two years each.

(D) The Mayor shall appoint one alternate member.

(E) The City Commission shall direct the City Manager, or his or her designee, to serve as an ex-officio member of the Pembroke Pines Economic Development Board during his or her term as City Manager of the city.

(F) The Miramar/Pembroke Pines Chamber of Commerce, or any successor organization, shall nominate four members to be appointed by a majority of the City Commission and shall serve an initial term of one year.

(G) Unless otherwise provided for in this section, each member of the Board shall serve at the pleasure of the appointing member of the City Commission. The Miramar/Pembroke Pines Chamber of Commerce, or its successor, shall be permitted to re-nominate a member to serve on the Pembroke Pines Economic Development Board for approval by the City Commission. (Ord. 1289, passed 11-4-98; Am. Ord. 1522, passed 9-7-05; Am. Ord. 1697, passed 9-7-11)

§ 32.124 QUALIFICATIONS OF MEMBERSHIP.

(A) The qualifications for membership shall be as follows:

(1) The applicant/members appointed by the City Commission may be full-time residents of the city for not less than a period of six months immediately prior to the appointment or;

(2) The City Commission shall endeavor to appoint members who are local business persons doing business in the city and who possess local business tax receipts issued by the city. However, Pembroke Pines residents, if available, who otherwise meet the qualifications of this subchapter but who are local business persons outside the city, shall also be considered for appointment. In the event that members of the Commission are unable to appoint members to this Board who qualify as local business persons, then the City Commission shall be free to appoint persons who otherwise demonstrate their strong and sincere commitment to the legislative intent set forth in this subchapter.

(3) All persons considered for appointment by the City Commission shall demonstrate a specific interest in the preservation, generation, and enhancement of local businesses and local business operations in the city which shall be demonstrated by an objective

statement of commitment by such person to foster a more comprehensive and positive business climate in the city.

(4) Each applicant shall indicate his or her interest in becoming well-versed with the City of Pembroke Pines Charter and Code of Ordinances as amended from time to time as the same may apply to businesses and business operations and shall be further interested in the business development of business activities and operations in the city to best serve the health, safety, and welfare of the city. (Ord. 1289, passed 11-4-98; Am. Ord. 1576, passed 4-18-07; Am. Ord. 1697, passed 9-7-11)

§ 32.125 MEETINGS, DATES, PROCEDURES, RECORDS, AND QUORUM.

(A) An organizational meeting of the Economic Development Board shall be held at the first meeting of the Board after their appointment and thereafter at the first regular meeting in the month of July of each year or as soon thereafter as practicable, for the purpose of electing officers for the ensuing year. A chairman and vice-chairman shall be elected for terms of one year by the Board from its membership. At least one regular meeting of the Board shall be held each month and special meetings may be called by the chairman or by any five regular members of the Board.

(B) Six members in attendance shall constitute a quorum of the Board. (Ord. 1289, passed 11-4-98; Am. Ord. 1697, passed 9-7-11)

§ 32.126 ASSISTANCE TO THE BOARD.

The City Manager, or his or her designee, shall attend Board meetings and provide assistance and advice to the Board in its deliberations. The City Clerk shall act as secretary to the Board and be responsible for providing the items necessary for conducting meetings, as requested by the chairman of the Board, and for recording of meeting minutes. (Ord. 1289, passed 11-4-98; Am. Ord. 1697, passed 9-7-11)

§ 32.127 FUNDING.

The City Administration may budget appropriate funds, at the discretion of the City Commission, to the Board for expenses necessary in the conduct of its work. The Board, upon the approval of the City Commission, may accept grants for other monetary and physical assistance to aid in its work. (Ord. 1289, passed 11-4-98; Am. Ord. 1697, passed 9-7-11)