



Levy County Economic Development Advisory Board Agenda Item Summary Form

1. **Name and Title:** Mary-Ellen Harper, County Manager
2. **Department:** Board of County Commissioners
3. **Meeting Date:** Tuesday, September 22, 2026
4. **Requested Action:**
Review of Chapter 27 of the Levy County Code of Ordinances – Economic Development.
5. **Cost & Funding Source:**
There is no cost associated with this item.

6. **Justification of Request:**

The review is to introduce Chapter 27 of the Levy County Code of Ordinances – Economic Development – to the new Economic Development Advisory Board.

Chapter 27 - ECONOMIC DEVELOPMENT

ARTICLE I. - IN GENERAL

Sec. 27-1. - Intent.

The intent of this chapter is to enhance and expand economic activity, in order to provide a stronger, more balanced, and stable economy in the county, provide business and employment opportunities for residents and overall improve the welfare and competitive position of the county.

([Ord. No. 2026-1](#), § 1, 5-19-2026)

Sec. 27-2. - Finding of public purpose.

Consistent with F.S. § 125.045, the county's adopted Comprehensive Plan, and all other provisions of Florida law, the county commission finds that it constitutes a public purpose to use county resources and to expend county funds to attract and retain business enterprises in order to achieve the county's economic development goals. Economic development activities may include, but are not limited to, developing or improving local infrastructure, issuing bonds to finance or refinance the cost of capital projects for industrial or manufacturing plants, leasing or conveying real property, and making grants to private enterprises for the expansion of existing businesses or the attraction of new businesses to the county.

([Ord. No. 2026-1](#), § 1, 5-19-2026)

Secs. 27-3—27-9. - Reserved.

ARTICLE II. - ECONOMIC DEVELOPMENT AGENCY

Sec. 27-10. - Economic development agency; director of economic development.

The county commission will serve as the economic development agency for the county, unless, by duly adopted resolution and agreement, it appoints another qualified board or legal entity to serve in that capacity. The county manager, or designee, shall serve as the county's director of economic development. Nothing contained herein shall be construed as precluding or prohibiting the county manager from creating divisions and/or employing a division director or other employees within county administration for furtherance of the purposes stated herein.

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([Ord. No. 2026-1](#), § 1, 5-19-2026)

Secs. 27-11—27-14. - Reserved

ARTICLE III. - ECONOMIC DEVELOPMENT ADVISORY BOARD

Sec. 27-15. - Creation of the economic development advisory board.

For the public purposes stated in this chapter and F.S. § 125.045, there is hereby created an economic development advisory board (the "EDAB".)

([Ord. No. 2026-1](#), § 1, 5-19-2026)

Sec. 27-16. - Membership; term of office; compensation; removal.

(a)

The EDAB will consist of nine members each of whom is appointed by the county commission. The qualifications for each member seat is as follows: Member seat 1 - a current county commissioner; member seats 2 and 3 - current elected or appointed municipal officials from any of the municipalities within the county; member seat 4 - a representative for the Williston Airport; member seats 5 and 6 and 7 and 8 and 9 - owners or management employees representing distinct industry sector businesses located within the county.

(b)

Member seats 1, 2 and 3 will be appointed to serve a one-year term initially and a two-year term thereafter. Member seats 4 will serve a two-year term. Members seats 5, 6, 7, 8, 9 will be appointed to serve a two-year term. The terms will remain staggered so that not more than three members terms expire in any one year. A person appointed to fill a vacant member seat will serve the remainder of that unexpired term. All members are eligible for re-appointment.

(c)

The members of the EDAB shall receive no compensation from the county for the performance of their duties. However, each member may receive reimbursement for expenses reasonably incurred while engaged in the performance of their duties, subject to the limitations of Florida law and county policy, with prior written approval by the county manager or designee.

(d)

Members of the EDAB (regardless of how appointed) serve at the pleasure of the county commission. A member of the EDAB may be removed without cause upon affirmative vote of three members of the county commission at a regular county commission meeting.

([Ord. No. 2026-1](#), § 1, 5-19-2026)

Sec. 27-17. - Meetings; quorum.

(a)

The EDAB shall hold public meetings with such frequency as determined by majority vote of its members, but no less than quarterly, to transact its business. Business shall be transacted in accordance with F.S. ch. 286. The order of business at all regular meetings will generally be: (1) roll call; (2) approval of minutes of previous meetings; (3) unfinished business; (4) new business; and (5) adjournment. All members shall receive annual training in sunshine law and ethics requirements.

(b)

The presence of a majority of the current members of the EDAB shall constitute a quorum, and the affirmative vote of a majority of the members present at the meeting shall be necessary for any official action by the EDAB. In the event of a tie vote, the motion before the EDAB shall fail. Each member present shall vote on each item for which a vote is called, unless abstaining or disqualified from voting in accordance with Florida law. If any member fails to vote audibly, the

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Chair shall require a roll-call vote to confirm. If any member abstains from voting pursuant to F.S. § 112.3143, all provisions of statutory requirements must be followed, including all forms and filings.

([Ord. No. 2026-1](#), § 1, 5-19-2026)

Sec. 27-18. - Organization; rules; staff and finances.

(a)

The EDAB shall elect a chair and a vice-chair from its members. The term of the chair shall be one year, with eligibility for reelection. The EDAB may adopt rules of procedure for the conduct of its meetings. All such rules must be consistent with the requirements of this Chapter, F.S. § 286.0114, and shall be subject to review and approval of the county attorney.

(b)

The director of economic development shall provide clerical support to provide notice, prepare agendas and minutes of the EDAB meetings, maintain its records and oversee the expenditure of any county funds by the EDAB.

(c)

The county commissioners may appropriate such funds as it deems necessary and appropriate to conduct of the work of the EDAB.

([Ord. No. 2026-1](#), § 1, 5-19-2026)

Sec. 27-19. - Powers, duties and authority.

All reports, reviews, recommendations, proposed programs or any other actions prepared, presented or performed by the EDAB shall be advisory to the county economic development agency, and no such reports, reviews, recommendations, proposed programs, or other actions by EDAB shall be in any way binding on the county or the county economic development agency. The EDAB shall:

(a)

Provide recommendations concerning the development of any economic development programs. The EDAB may render recommendations relating to activities necessary for implementation of any economic development program, including staffing and funding requirements, available funding sources, criteria for measuring achievement of the purposes of any proposed program, and any other elements the EDAB finds necessary or advisable.

(b)

Provide continuing guidance throughout implementation of any county economic development program. Such guidance shall include, at a minimum, review of annual goals and program indicators regarding the success of any program, review of the annual operating budget for any program, and review of marketing and recruitment strategies to generate interest in the programs.

(c)

Assist in the promotion of area commerce and the products of the county and the expansion and development of local, regional, national, or international markets for such products.

(d)

Assist in developing marketing and recruitment strategies to attract compatible and desired businesses and industries to the county.

(e)

Assist in the attracting capital investment to the county for economic development and job creation.

(f)

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Participate in the study and analysis of conditions affecting businesses, industry, and commerce in the county.

(g)

Prepare and present to the county economic development agency a report detailing the activities and expenditures of the EDAB for the preceding year, a portfolio of all active grants, amounts committed and paid, job and investment outcomes, compliance status, revocations or recaptures, and fiscal impact summaries, together with review of any county economic development programs.

(h)

Perform other duties and responsibilities as requested by the county economic development agency and/or the county director of economic development and as permitted by Florida law.

[\(Ord. No. 2026-1, § 1, 5-19-2026\)](#)

Sec. 27-20. - Prohibited activities.

The EDAB shall take no action which would serve to facilitate the transaction of business by any of its members or promote the private interest of any member. Nor shall any member vote or participate in any matter that would be a conflict of interest or other violation of state ethics laws.

[\(Ord. No. 2026-1, § 1, 5-19-2026\)](#)

[Sec. 26-33. - Assessment of additional court costs.](#)