

MEMORANDUM

DATE **DECEMBER 23, 2004**
TO: **ECONOMIC DEVELOPMENT COMMISSION**
FROM: **DANA LEVENSON, CHAIRMAN**
RE: **UPCOMING MEETING FRIDAY, JANUARY 7, 2005**

The next EDC meeting is scheduled for Friday, January 7, 2005 at 7:30 a.m. in **CONFERENCE ROOM A in City Hall**. If you are unable to attend the meeting, please contact Nancy Carmer at **610-7220**. The agenda is as follows:

EDC AGENDA

1/7/05	7:30 A.M.	CONFERENCE ROOM A
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1. Approval of Meeting Minutes of December 3, 2004 (enclosed).
2. Quarterly Reports on Tourism and e-coast activities for the period October 1st – December 31st, 2004 - Marge Hubbard, Tourism Manager and Ginny Griffith, Business Development Manager
3. Update from City Cultural Commission a/k/a Art-Speak – Beth Shepard-Rabadam, Art-Speak Coordinator
4. Old Business
 - Sheraton Hotel & Conference Center Expansion - Update
5. New Business
 - Election of 2005 EDC Chair and Vice-chair positions
6. Public Comment Period
7. Confirm Next Meeting Date (February 4, 2005)

Adjourn Meeting

cc: Honorable Mayor and City Council Members
 Ginny Griffith, Marge Hubbard, Dick Ingram, Beth Shepard-Rabadam