

**Hardee County Economic Development Council/Industrial Development Authority**  
**Regular Meeting Minutes**  
**May 14, 2013**  
**Hardee County BOCC**

<b>Jim See- IDA Chairman/EDC Vice Chairman-P</b>	Rick Justice-P	Donald Samuels-P
<b>Vanessa Hernandez- EDC Chairwoman/Vice Chairwoman-P</b>		John O'Neal-A
Dottie Conerly-P	Michael Prescott-P	Lory Durrance-P
Russell Melendy-P	Paul Roberts-A	Diana Youmans-P
Doug Jensen-P		

The meeting was called to order at 9am.

Russ Melendy opened the meeting in prayer.

**Visiting:** Benny Albritton, Travis Bond, Robert Cole, Kenny Lambert, Greg Witt, Consheryl Adams, Mary Jane Stanley, Eric Rosenthal, Brian Patterson, Tip Fowler, Dr. Armaghani, Joel Chandler, Scott Dickson, Trisha Floyd, Mike Carter, Frank Kirkland, Henry Kuhlman, Olivia Minshew, Lavon Cobb, Mark Cox, Abel Hernandez, Mike Deeson and Courtney Larned.

**County Attorney:** Ken Evers

**County Commissioners:** Mike Thompson, Grady Johnson and Sue Birge

**Press:** Michael Kelly and Jim Kelly

**Staff:** Bill Lambert, Sarah Pelham, Kristi Schierling and Krystin Chapman and Casey Dickson (Chamber of Commerce)

**Agenda:** The agenda was approved as printed.

**Minutes:** Russ Melendy made a motion and was seconded by Rick Justice to approve the minutes as printed. Motion passed unanimously.

***Item 1-JDC Phosphates***

Tip Fowler came and gave an update to the Board. They have achieved 98% construction completion. They hope to be mechanically complete by the end of the month. Director Lambert feels that the contract should be written between the IDA and JDC Phosphates. He would like one more month to make contract changes reflecting JDC Phosphates and the IDA as parties rather than Global Sustainable Solutions and the IDA as parties. It was also noted that we would have a separate contract between the IDA and Florida State University in order to avoid overhead charges..

***Item 2-Clifton Larson Allen***

Mike Carter and Trisha Floyd were present for the purpose of presenting the draft version of our Financial Audit. Clifton Larson Allen (CLA) has rendered an unqualified opinion. In order to provide adequate time for board members to review the audit, the IDA will either hold a special meeting or consider approval at the June meeting. CLA will come back for the final approval of the audit. It was also noted in the meeting the recent determination of the IDA as "component unit" relieves the IDA of the responsibility of filing the Annual Financial Report. It will be discreetly presented in the BOCC's annual financial report.

The board also acknowledged receipt of the draft version.

There was no action taken on this today.

***Item 3-Wicks, Brown, Williams & Co***

Mark Cox came before the Board to present the engagement letter to the IDA. His firm will provide interim accounting services to the EDC/IDA.

Lory Durrance made a motion which was seconded by Doug Jensen to hire Wicks, Brown, Williams & Co at the rate stated in the engagement letter for a period not to exceed 6 months or until an RFP is produced, bid and accepted by the IDA for formal accounting services. Motion passed unanimously.

***Item 4-Mosaic Budget amendments***

Sarah Pelham presented the Mosaic budget to the Board for approval of budget amendments. It has been amended to include the \$200,000 that was allocated to JDC Phosphates.

Donald Samuels made a motion and was seconded by Doug Jensen to approve the budget amendments. Motion passed unanimously.

Also during this discussion, it was noted to the Board that the next payment from Mosaic should be done within the next 30 days.

***Item 5- Approval of Public Records Request Policy***

At the April IDA meeting a policy was presented to the IDA regarding public records requests. The policy presented is currently adopted by the BOCC of Hardee County and similar to Highlands County.

Staff/legal counsel was directed to make changes adapting the policy to reflect the IDA instead of the BOCC. The draft policy presented reflected the necessary changes.

Vanessa Hernandez made a motion and was seconded by Doug Jensen to approve the Public Records Request policy as presented. Motion passed unanimously.

***Item 6- Approval of Policies and Procedures Manual***

A Policies and Procedures Manual was presented to the Board at last month's meeting. EDC staff was directed to make the necessary changes that the Board felt needed to be made. The new copy was presented to the Board with the changes.

Rick Justice made a motion and was seconded by Russ Melendy to approve the Policies and Procedures Manual. Motion passed unanimously.

***Item 7- Public Policy***

The Rules of Procedure that the County uses was presented to the Board. During the workshop, the Board felt that we needed something similar. The Board directed the staff to work with Attorney Evers to tailor the document to the IDA and bring back to the Board when complete.

***Item 8-EDA Grant Applications***

Sarah Pelham appeared before the Board to present to them the 3 EDA grant applications that the IDA would like to submit to the EDA. The first is for the funding of the EDC. The amount being requested is \$150,000. The second is the continued funding of the Utility Corridor and the amount being requested for that is \$500,000. Lastly, there is an application being submitted for \$1 million for a spec building.

Lory Durrance made a motion and was seconded by Doug Jensen to increase the spec building application amount to \$2 Million and approved the submission of the EDA applications. Motion passed unanimously.

***Item 9-Florikan vetting report***

Casey Dickson came before the Board and reviewed the vetting report. No action was taken today. It was informational only. (A copy of the vetting report is on file)

***Item 10- Continuum Labs update***

As per contract, Travis Bond gave his monthly update to the Board. Continuum has made 5 mobile submissions and 7 classes and events are scheduled. The focus for Continuum is now focused strictly on the development of CareSync.

Casey Dickson noted the 6 month review of Continuum would be presented at the June meeting.

***Item 11- Project Updates***

Director Lambert asked Major Dey to give an update to the Board about the Command Center. Major Dey let the Board know that the Sheriff's Office has now moved the backup dispatch to the new location.

Director Lambert also informed the Board that he has met with the engineers regarding the culvert in the Commerce Park.

***Item 12- Financials***

Sarah Pelham reviewed the financials for the EDC and the IDA with the Board. She also answered questions from the Board.

Lory Durrance made a motion and was seconded by Rick Justice to accept both sets of financials. Motion passed unanimously.

Lory Durrance made a motion and Doug Jensen seconded the motion to adjourn the meeting. The meeting was adjourned at 12:45 pm.