

Hardee County Economic Development Council/Industrial Development Authority
Regular Meeting Minutes
February 11, 2014
Hardee County BOCC

Vanessa Hernandez- Chair-P
Russ Melendy- Vice Chair-P
Dottie Conerly-A
Jim See -P
Monica Reas-P

Donald Samuels-P
John O'Neal-P
Michael Prescott-P
Gene Davis-P

Doug Jensen-A
Horst Witschonke-P
Lory Durrance-P
Diana Youmans-P

The meeting was called to order at 8:30am.

Visiting: Robert Cole, Rhonda Cole, Denise Hamilton, Charlie Cox, Pam Belflower, Bob Belflower, Benny Albritton, Randy Dey, Henry Kuhlman, Aaron Nadaskay, Charlie Cox, David Noel, Trisha Floyd, Timothy Jenkell, Mike Carter, Loran Cogburn, Denise Hamilton, Melissa Hayes, Don Chancey, Jerry Conerly and Jessica Newman.

County Attorney: Ken Evers

County Commissioners: Mike Thompson, Grady Johnson and Colon Lambert

Press: Michael Kelly and Jim Kelly

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

Agenda: Jim See made a motion to approve the agenda. Dottie Conerly seconded the motion. Motion passed unanimously.

Minutes: A motion was made by Mike Prescott and seconded by Monica Reas to approve the minutes. Motion passed unanimously.

Auditor Report

Presentation of Financial Audit report for FYE September 30, 2013-

Trisha Floyd and Mike Carter, both from CliftonLarsonAllen, were here to present the financial audit for FYE September 30, 2013. This is the first year that the Economic Development Council was included. It is included as a blended component unit. Mike Carter reviewed the notes, footnotes and any findings.

There were two findings. All prior year findings have been cleared. Trisha Floyd reviewed the numbers for the fund accounts. A copy of the presentation is on file at the EDO office.

Lory Durrance made a motion and was seconded by Doug Jensen to accept the financial audit and allow the Chair to sign the representation letter. Horst Witschonke voted no. Motion passed.

Continuum Labs Agreed Upon Procedures-

Mike Carter let the Board know that they will begin their field work on March 3rd. The date had been pushed back due to scheduling conflicts and illnesses.

Authorization to contract for Payroll Services

Director Lambert advised the Board that the EDC should contract out for payroll services. We could utilize this as we move into the hiring for the Incubator. The EDC could also look at providing health insurance for the staff and new hires.

Sarah Pelham let the Board know that Kristi Schierling has been in contact with different payroll providers and has been receiving quotes. ADP seems to be the best choice at the moment but Kristi Schierling will continue to gather more information and bring it back. There will be budgetary impacts. Doug Jensen made a motion and was seconded by Mike Prescott to proceed with the most appropriate company.

Website Development Report

Krystin Chapman went before the Board seeking approval for additions to the website. She would like for a mobile version for the website and an entrepreneur button to be added. This would increase the total cost of the website by \$1150.

Donald Samuels made a motion and was seconded by Doug Jensen to approve the two new additions to the website. Motion passed unanimously.

Incubator/Accelerator Update

Sarah Pelham gave the update. A pre-bid meeting is being held today at the job site. It is for all scopes to retrofit the building. The EDO staff continue to meet with the tenants that will be moving in. Jae Richards has been brought in for the fill line process.

Jessica Newman, Main Street Wauchula Director, also spoke to the Board. Her and her Design Committee have met and come up with ideas on the outside of the building and the landscaping.

Trey Flemer is moving forward with his business and hosting events.

IDA Commerce Park Report

Lot 13 will need to be replatted to accommodate the spec building. The balance of the lot will need to be deeded back to the IDA since the full lot with the Command Center was deeded to the County. Lory Durrance made a motion and was seconded by Dottie Conerly to proceed with the re plat of Lot 13. The IDA is requesting a zoning change for the expansion of the Commerce Park. The original request was denied by the Planning and Zoning Board due to signs not being posted correctly by the Planning Department. It was approved by the BoCC. The IDA has to do the process over again. Director Lambert would like to make sure that there is adequate testimony at the Planning and Zoning meeting relating to the rezone and any questions raised. If the costs goes above the Directors procurement guidelines, he will seek further authorization at our next meeting.

John O'Neal made a motion and was seconded by Dottie Conerly to authorize Director Lambert to negotiate with Hunter Engineering, who is under contract, at a prescribed rate to procure necessary services for adequate production of substantial competent evidence for the rezone of the additional property of the Commerce Park. Horst Witschonke voted no. Motion passed.

Director Lambert should be able to give the cost of this at the March meeting.

Director Lambert would like to pursue the recycling of concrete from the lot south of Ace Hardware for Florikan parking lot building or expansion of road through the Commerce Park. The property where the concrete is located was a cold storage facility. Jessica Newman, CRA Coordinator, gave details about the grant from the EDP to do asbestos sampling of the concrete. This will be at no cost to the IDA. The concrete would be taken to the landfill and ground out and any Styrofoam would be left at the landfill. Director Lambert will begin negotiations with the property owner. Costs of moving and handling the concrete will be kept as low as possible.

There was no formal action taken today. The Board was apprised of Director Lambert's intentions to pursue this.

EDA grant cycle discussion

Grant cycles for the EDA is coming up. Director Lambert would like to submit for a \$1MM grant and supplement with IDA money for a standard spec building. Another would be submitted for Commerce Park Infrastructure and for Incubator funding. At the next meeting, a presentation will be given regarding the full accounting of the EDA money to date. More applications may be submitted and made aware to the Board at the next meeting.

Project Updates

Spec building 4 is being constructed for Florikan. Three acres are being excavated from the retention pond to prepare for the building being used by Florikan and for the parking area. This building will be between 75k to 80k square feet plus the parking lot facility. The dirt that is being moved will just be stockpiled for future use.

Financial Report

Charlie Cox, EDC/IDA Accountant, was here to present a budget amendment for the Special Revenue fund. This amendment was to finish out Spec Building 3 (PFM).

A motion was made by Lory Durrance and seconded by Gene Davis to approve the Special Revenue Fund amendment. Motion passed unanimously.

Sarah Pelham reviewed the EDC and IDA financials from the previous month.

A motion was made by Donald Samuels and seconded by Monica Reas to approve the EDC and IDA financials. Motion passed unanimously.

Announcements/Other Business/Public Comment

A board member brought up the issue of other members behavior. Discussion was had and it was decided that a workshop be held to come up with a rules of procedure. Director Lambert also mentioned that the Board still needed to acknowledge the USF FIOG Economic Impact study that was done. Staff will come up with a date for the meeting.

Director Lambert read Russ Melendy's resignation to the Board and it was accepted.

*Meeting was adjourned at 12:30 pm Chair Hernandez.