

**Hardee County Economic Development Council/Industrial Development Authority**  
**Regular Meeting Minutes**  
**May 12, 2015**  
**Hardee County BOCC**

**Vanessa Hernandez- Chair-P**  
**Gene Davis- Vice Chair-P**  
Dottie Conerly-P

Donald Samuels-P  
John O'Neal-A  
Lory Durrance-A

Doug Jensen-A  
Monica Reas-P  
Diana Youmans-P

The meeting was called to order by Chair Hernandez.

**Visiting:** Isaac Leimeister, Jessica Newman, Henry Kuhlman, Pam Belflower, Bob Belflower, Robert Cole, Olivia Minshew, Charlie Cox, Frank Kirkland, Rhonda Cole, Horst Witschonke, Grady Johnson, Sheriff Lanier, Sharon Moyer and Det. Drake.

**County Attorney:** Ken Evers

**County Commissioners:** Mike Thompson and Russ Melendy

**Press:** Michael Kelly

**Staff:** Bill Lambert, Sarah Pelham and Kristi Schierling

**Agenda:** Director Lambert needs to add on Florikan landlord's lien waiver as 4a and move the CRA loan request to 4b.

Gene Davis made a motion and was seconded by Dottie Conerly to approve the agenda with the addition.

**Minutes:** **Diana Youmans** made a motion and was seconded by Dottie Conerly to approve the 4/14/15 minutes as presented. Motion passed unanimously.

Gene Davis made a motion and was seconded by Dottie Conerly to approve the 4/28/15 minutes as presented. Motion passed unanimously.

***Florikan Landlord's lien waiver***

This waiver is the second one to be done with a different financial institution. The board was presented with one from a different financial institution at last month's meeting.

Monica Reas made a motion and was seconded by Gene Davis to approve and authorize the Chair to sign the waiver.

\*A break was taken from 8:53am to 9:02am to correct the livestream\*

***Community Redevelopment Agency loan request***

Jessica Newman and Olivia Minshew, both with the City of Wauchula, were here today for a loan request from the IDA. The CRA has an incentive program from businesses in the CRA district and Marauder Properties has approached them to take advantage of the incentives offered. Marauder Properties have owned Dr. Fallon's practice since 2013 and they are looking to expand. An urgent care center will be added to Dr. Fallon's office. They then plan to expand and build a diagnostic center at 7<sup>th</sup> and Bay St. They are hiring different positions and plan to have 17 FTE over the next two years.

The CRA would like to help them move along. They have \$50k allocated in their budget and are seeking a forgivable amount of \$200k from the IDA. There is criteria to be met for the funding to be disbursed. The CRA funds would be used first. Before any IDA funds are expended, the CRA would provide us with documentation that they deliverables required have been met. This will be structured more like a grant than a loan since there will be no money to be paid back. If the deliverables have not been met then no money would be given to the CRA. The CRA attorney and our attorney will work on the structure of the document.

Donald Samuels made a motion and was seconded by Monica Reas to appropriate the \$200k and bring back a draft to the Board. Motion passed unanimously.

### ***RFP for legal services***

Attorney Evers has provided a draft rfp for legal services. He briefly went through the rfp and tried to put a catch all in the scope of services. Discussion was had on where and for how long to advertise. Attorney Evers can advertise in the Florida Bar News. It goes out once a month. It was also suggested to advertise in the Highlands Today, Lakeland Ledger and the Herald Advocate.

Gene Davis made a motion and was seconded by Diana Youmans to approve the RFP and to advertise where discussed for 60 days. Motion passed unanimously.

\*A break was had from 10:15am-10:28am

### ***Staffing discussion***

Since Sarah Pelham as announced her resignation, we have an urgency to get someone in her place. Chair Hernandez has also worked on a review process. These were shown to the board. Every board member would participate in the review process. It would need to be changed to fit each person's job description. The EDC Coordinator position would need 4 key areas; financial/accounting, project and construction management, contract and grant management and a general area of knowledge. The current job description does not have a physical requirements and education section. These need to be added. The education section will say Bachelor's degree preferred or equivalent work experience.

Diana Youmans made a motion and was seconded by Dottie Conerly to allow the staff and Chair to refine the job description and advertise the position. The job will be advertised until filled. Motion passed unanimously.

### ***Discussion related to leasing surplus Incubator space.***

Director Lambert would like permission to lease Incubator space for the non-air conditioned portion at \$2 sq/ft on a short term basis. There would be no retrofitting required and it is the very back space of the building. There are currently 3 entities interested in leasing space there for storage. Lease agreements will be drafted and brought back to the board for approval.

### ***Project Updates***

Incubator-3 companies are looking to utilize the facility.

Park Expansion-no legal updates. A bank has acquired property adjacent and may be a good expansion project for us.

Florikan-We are hoping to have the CO by early or mid-June.

Project Crocodile- needs natural gas

Project Business Expansion- needs natural gas and industrial zoning

Project Unnamed- needs rails and industrial zoning

Project Night-ag diversity project that needs a Major Special Exception

Project Evergreen- ag diversity project that needs natural gas and a special exception  
Fort Green LNG- needs natural gas and has it special exception

***Financial Report***

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

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

The meeting was adjourned at 12:33pm by Chair Hernandez.