

**Hardee County Economic Development Council/Industrial Development Authority**  
**Regular Meeting Minutes**  
**July 12, 2016**  
**Hardee County BOCC**

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

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

Diana Youmans-A  
Monica Reas-A

The meeting was called to order by Chair Hernandez.

**Visiting:** Henry Kuhlman, Charlie Cox, Mary Jane Stanley, Angela Crist, Keith Rupp, Rhonda Cole, Grady Johnson and Virginia Brown.

**County Attorney:** Ken Evers

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

**Press:** Michael Kelly

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

**Agenda:** Lory Durrance made a motion and was seconded by Gene Davis to approve the agenda as presented. Motion passed unanimously.

**Minutes:** Gene Davis made a motion and was seconded by Lory Durrance to approve the 6/14/16 minutes. Motion passed unanimously.

***Draft EDC budget for FYE 2017***

Charlie Cox with WicksBrownWilliams reviewed the draft EDC budget for FYE 2017. The EDC budget does not have to be amended any during the year. We anticipate funding from the BOCC in the amount of \$150,000 and from the EDA in the amount of \$150,000. A transfer in the amount of \$28,000 will be from the IDA Mosaic fund for the expenses of Dilliard Albritton's payroll and payroll taxes. The total expenses are budgeted at \$351,000 for the year.

***Draft IDA budget for FYE 2017***

Charlie Cox reviewed the draft IDA budget for FYE 2017. Each class's projected income and projected expense were reviewed for both the general fund and the special revenue fund. The EDA grants are placed in the general fund. At this time, there is a total of \$3,500,000 in unallocated funds.

Both the EDC budget and IDA budget will be brought back in August for another discussion. In September, the budgets will be adopted. The IDA budget will be adopted by resolution. The IDA is a special district and special districts are required to have their draft budgets posted on the website for at least 45 days before adoption. The budget must be posted on the website within 30 days of adoption and remain on the website for at least 2 years.

***Peace River Paddle Sports and Kuleana Adventures- 1<sup>st</sup> Amendment to sub grant agreement***

Before any discussion took place, Lory Durrance abstained due to a banking relationship that his employer has or may have with Peace River Paddlesports and/or its principals.

The last agreement that we had with them was for 90 days and was for building 10 boats. The 90 days has just ended.

### ***Brown Property Purchase Agreement***

Ken Evers reviewed the agreement with the Board. He did note that the legal description needs to be changed to Lot 7, south ½ of Lot 6 and Lots 17 and 18. The IDA will be paying all normal costs. There is no due diligence period in this contract. Phase 1 on the property has been completed and it noted that there is a junk yard north of the property and recommends completing a Phase 2. This is up to the board. The purchase price is \$250,000 net to the seller subject to proration of 2016 real property taxes. Director Lambert recommends to proceed with the purchase.

John O'Neal abstains due to his employer's working relationship with the seller.

Lory Durrance made a motion and was seconded by Monica Reas to accept the purchase and sell agreement with the legal description changes and the authority for the Chair to sign all closing documents and appropriate the funding. John O'Neal abstains and motion passes.

### ***US 17 South Utilities Extension***

This is for water/sewer infrastructure on southbound Hwy 17 and Will Duke Rd. and looping back up North on Hwy 17. The EDA grant that was just awarded was in the amount of \$750,000 and the GMP came back at \$964,600. We need to make up this deficit with IDA money. We would not be able to submit for an EDA grant for this deficit since the expenses would incur before the start date of the grant if we were so awarded and we would like to start this project as soon as possible.

Monica Reas abstained due to her business being on Will Duke Rd.

Lory Durrance made a motion and was seconded by Diana Youmans to appropriate up to \$214,600. Monica Reas abstains and the motion passes.

### ***EDA grant submissions***

The EDA cycle this year will be June 1- June 30. We will be submitting 4 applications. They will be for EDC funding, water/sewer corridor, incubator and pretreatment facility. We do not have the final totals on the amounts for some of the submissions. We will have those by the next board meeting and can let the board know the final amounts that were requested in the grant applications.

Lory Durrance made a motion and was seconded by Gene Davis to approve the grant application submissions. Monica Reas abstains due to her business being on Will Duke Rd. Motion passes.

### ***Project Updates/Chair Updates***

Director Lambert told the board that he would like to submit a written report in the next few weeks. PFM has a damaged circuit switch and is unable to run any of their equipment. It was damaged by either lightning or voltage fluctuation. The cost to repair is about \$62,000. We first need to determine the cause of the failure before any repairs are made. TechRiver is at 95% capacity. Caresync is at 150 employees and have vacancies of about 20. They have put up billboards in Hardee and Highlands County. The Botanicals and Olives are moving forward and the land has been cleared. The olive bids have also been received by the office. The Sheriff would like to construct a building behind the Command Center for equipment. Director Lambert will work with him on the drawings and make sure that it fits the architectural style of the Commerce Park.

Chair Hernandez said in the last meeting that she would bring back job descriptions from the County that would be comparable to the duties and pay grades for our office. Sarah Pelham would be placed in the pay grade of 32 which is \$57,074.46 and Kristi Schierling would be placed in a pay grade of 23 which is \$33,956.00. Chair would like for the board to consider adopting the grades and salary ranges for these

grades and to also bring Sarah Pelham to an appropriate salary level. She has worked here for 8 years with no salary increase.

\*short break to review County step plan 11:25-11:32am.

Discussion was had on where to place Sarah Pelham in the step plan.

John O'Neal made a motion and was seconded by Monica Reas to bring Sarah Pelham to grade 32 year 8 and Kristi Schierling to grade 23 year 5 to begin in the next payroll cycle and to follow the county step plan as a guideline. Motion passed unanimously.

### ***Financials***

There is a special revenue budget amendment adding Project Olive and Florikan additions into the budget and removing Project Malinda from the budget.

Diana Youmans made a motion and was seconded by Lory Durrance to approve the special revenue budget amendment. Motion passes unanimously.

The EDC/IDA financials were accepted as presented with a motion by Monica Reas and a second by John O'Neal. Motion passes unanimously.

### ***Announcements***

The Chamber of Commerce has requested that the EDC/IDA sponsor a Lunch N Learn. The cost is \$500. There is no board approval needed for that amount. The Florida Hospital Groundbreaking was held at the end of May.

\*\*The meeting was adjourned at 12:03pm by Chair Hernandez.