



AGENDA

Hardee County Economic Development Council Hardee County Industrial Development Authority

Commission Chambers 412 W. Orange, Room 102, Wauchula, FL 33873 Regular Meeting

1/09/2018 8:30 AM

BOARD MEMBERS

Gene Davis, Chairman | Tommy Watkins, Vice-Chairman | Monica Reas | Courtney Green | Lory Durrance | Calli Ward | Vanessa Hernandez | Bill Lambert | Kenneth Evers

Item 1. Call to Order

Item 2. Approval of Agenda

Item 3. Approval of Minutes

Item 3.1. December 2017 EDC/IDA Minutes

Item 4. Agenda Items

Item 4.1. Florida First Capital Finance Corporation

Item 4.2. CRA- Community Redevelopment Plan

Item 4.3. Caresync Update

Item 4.4. Hardee Fresh Update

Item 4.5. PFM Update

Item 4.6. Ag Test Plot Update

Item 4.7. EDC/IDA Financial Accounts

Item 5. Project Updates/Chair Updates

Item 6. Financial Report

Item 6.1. December 2017 EDC/IDA Financials

Agenda January 9, 2018

Item 7. Announcements/Other Business/Public Comments

Item 8. Adjournment





MINUTES

Hardee County Economic Development Council Hardee County Industrial Development Authority

Commission Chambers 412 W. Orange, Room 102, Wauchula, FL 33873 Regular Meeting

12/12/2017 8:30 AM

BOARD MEMBERS

Gene Davis, Chairman | Tommy Watkins, Vice-Chairman | Monica Reas | Courtney Green | Lory Durrance | Calli Ward | Vanessa Hernandez | Bill Lambert | Sarah Pelham

1. Call to Order

Attendee Name	Title	Status	Arrived
Gene Davis	Chairman	Present	
Tommy Watkins	Vice-Chairman	Present	
Monica Reas	Board Member	Present	
Courtney Green	Board Member	Present	
Lory Durrance	Board Member	Present	
Calli Ward	Board Member	Present	
Vanessa Hernandez	Board Member	Present	
Bill Lambert	Economic Development Director	Present	
Sarah W Pelham	Economic Development Corrdinator	Present	
Kristi Schierling	Economic Development Office Manager	Present	

Visiting: Bruce Stayer, Charlie Cox, Henry Kuhlman, Sharon Moye and Keith Rupp

County Commissioners: Mike Thompson

EDC/IDA Attorney: Ken Evers

Press: Michael Kelly

Staff: Bill Lambert, Sarah Pelham and Kristi Schierling

2. Approval of Agenda

Item 2.1. Motion to approve agenda as presented

Minutes December 12, 2017

RESULT: APPROVED [UNANIMOUS]
MOVER: Tommy Watkins, Vice-Chairman
SECONDER: Monica Reas, Board Member

AYES: Davis, Watkins, Reas, Green, Durrance, Ward, Hernandez

3. Approval of Minutes

Item 3.1. November 2017 EDC/IDA minutes

RESULT: ADOPTED [UNANIMOUS]
MOVER: Vanessa Hernandez, Board Member

SECONDER: Calli Ward, Board Member

AYES: Davis, Watkins, Reas, Green, Durrance, Ward, Hernandez

4. Agenda Items

Item 4.1. Wicks, Brown, Williams & Co Engagement Letter

Charlie Cox came before the board to discuss the engagement letter. We hired Wicks, Brown in 2013. Within the engagement letter from 2013, it stated that they could request rate increases each year. That has not been done until now. The current rates are \$100 for a CPA and \$175 for a partner. The requested increase is \$125 for a CPA and \$180 for a partner. Even though Charlie is now a partner with Wicks, Brown, he will continue at the CPA rate.

Motion to approve the engagement letter and allow Chair to sign.

RESULT: ADOPTED [UNANIMOUS]

MOVER: Vanessa Hernandez, Board Member

SECONDER: Monica Reas, Board Member

AYES: Davis, Watkins, Reas, Green, Durrance, Ward, Hernandez

Item 4.2. Incubator Lease- Dealers Choice Inc.

This company wants to go into the area where Peace River Paddlesports used to be in the Incubator. They are seeking no funding and is only wanting a lease for this space. The owner of Dealer's Choice is Jay Wells. He currently does work with Alan Jay Automotive. Jay also does small body repair and painting. Jay is interested in the space at the Incubator because of the spray booth we have there. That space is un-airconditioned, warehouse space which we charge at \$2/sqft. The space is \$3200 sqft which comes to \$570.66 which includes sales tax. There will be no rent abatement. Gene Davis abstained because of the perception of a conflict since Jay Wells does work for Alan Jay Automotive as does Gene Davis. A conflict of interest form has been filled out and is on file at the EDC office. Calli Ward asked about the environmental impacts his chemicals may have. There is not a clause in the current lease with an environmental indemnity. It can be included. Vanessa Hernandez brought up giving some type of consideration in the 2nd year lease for the use of the paint booth. This could be an increase in rent or some type of job creation.

The lease will not automatically renew after the 1st year. It will come back to the Board so he can demonstrate how he used out asset, the paint booth, to benefit the County.

Motion is to approve the lease with the revision to include environmental indemnity.

Minutes December 12, 2017

RESULT: APPROVED [6 TO 0]

MOVER: Calli Ward, Board Member

SECONDER: Vanessa Hernandez, Board Member

AYES: Watkins, Reas, Green, Durrance, Ward, Hernandez

ABSTAIN: Davis

Item 4.3. Department of Economic Opportunity Grant Discussion

Sarah Pelham went to the BOCC last week to discuss this grant with them at our board's request. It is for the water/sewer for the back part of the Commerce Park. Mike Thompson had questions regarding the size of the match we were putting up and if it was better to have a smaller one or not have one at all. They asked why we don't put up a smaller match. Director Lambert wants to keep it at 50% match. There is no minimum or maximum match requirement. The EDC staff is going to the Rural Summit this week and will speak to DEO and will find out what our options are regarding the size of a match. The soft cost for the project is \$4.3 million. We will keep our 50% match. Mike Thompson also announced that the BOCC did say that they would accept the water/sewer after it is completed. The consensus of the board is to allow staff to negotiate the match. There will be no vote today. The motion from last month's meeting stands.

5. Project Updates/Chair Updates

Item 5.1. Motion to allow Bill and Ken to negotiate a subordination agreement for equipment and inventory only

Winn Dixie building- Caresync is still very interested in it. Travis and his designer looked at the building yesterday. Mark Jordan, with CareerTech, met them there as well. He can help them with the LPN training. The employees can work at Caresync part time and go to school at CareerTech part time all in the same building. A traditional LPN course is 1 year long. Courtney Green suggested talking to Dr. Heston as well as Teresa Crawford at SFSC and see how they could be of help with possibly coming up with a syllabus for a class here at the Hardee campus.

Florida Hospital- Peace River Center has shown interest in the building. A Dr. in Brooksville is also interested in the building once the hospital moves out. He would like to use it as a treatment center. Peace River Center may also be able to use Techriver when its empty. Dillard's position at the ag test plot has been replaced by Myles Albritton. He will be part time at \$1,000/month. Director Lambert met with Terviva last week. They have 1100 acres committed. Staff is still meeting with the City on Carlton Street. Hogan Street is also still in the works. The Incubator is basically full. The fill line is continuing to grow. PFM is shipping units. We still need a rail site for the hemp block plant and we need property for a solar field. Keyplex still plans to move forward with the purchasing of both of their lots. Florikan is planning to expand. Cobb has broke ground on their lot where they will be building their building with commercial and residential space. Jim See's building should be open in January 2018. Palmetto 8 is hung up in the permitting process. Director Lambert also announced that Dottie Conerly has resigned since she has moved to Polk County. Staff has met with Halton Peters last week and he has requested the board to have a subordination agreement with him. It would be just on the equipment.

Lory Durrance made a motion and was seconded by Calli Ward to allow Bill and Ken to negotiate a subordination agreement for equipment and inventory only.

RESULT: APPROVED [UNANIMOUS]
MOVER: Lory Durrance, Board Member
SECONDER: Calli Ward, Board Member

AYES: Davis, Watkins, Reas, Green, Durrance, Ward, Hernandez

6. Financial Report

Item 6.1. November 2017 EDC/IDA Financials

Minutes December 12, 2017

Sarah Pelham said that the November financials were normal and not anything out of the ordinary and suggested approving as presented.

RESULT: ADOPTED [UNANIMOUS]

MOVER: Vanessa Hernandez, Board Member

SECONDER: Tommy Watkins, Vice-Chairman

AYES: Davis, Watkins, Reas, Green, Durrance, Ward, Hernandez

Item 6.2. General Fund Budget Amendments FYE 2018

Charlie Cox reviewed the GF budget amendments for this fiscal year's budget. The appropriations for the Steele Equine grant, and the available grant carry forward for MLK extension, Bees and Botanicals grant, Stream2Sea's grant were added in. Also added in was the expenditure for the property taxes since it was estimated too low on the adopted budget.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Monica Reas, Board Member
SECONDER: Courtney Green, Board Member

AYES: Davis, Watkins, Reas, Green, Durrance, Ward, Hernandez

- 7. Announcements/Other Business/Public Comments
- 8. Adjournment

11:08 AM 01/05/18 Cash Basis

Hardee County Economic Development Balance Sheet

As of December 31, 2017

	Dec 31, 17
ASSETS Current Assets Checking/Savings Wauchula State Bank	
Total Checking/Savings	20,751.28
Total Current Assets	20,751.28
TOTAL ASSETS	20,751.28
LIABILITIES & EQUITY Equity 3010 · Unrestrict (retained earnings) Net Income	70,343.03 -49,591.75
Total Equity	20,751.28
TOTAL LIABILITIES & EQUITY	20,751.28

11:08 AM 01/05/18 Cash Basis

Hardee County Economic Development **Profit & Loss**

December 2017

	Dec 17
Ordinary Income/Expense	
Income	
Rent	1,000.00
Total Income	1,000.00
Expense	
023-0 · Life/Health Insurance	4,726.65
025-0 · Payroll Expenses	19,473.53
031-0 · Professional Services	687.24
040-0 · Travel	1,056.06
043-0 · Utilities	580.49
044-0 · Rentals/Leases	2,297.32
048-0 · Promotional	393.69
051-0 · Office Supplies	164.48
052-0 · Operating Supplies	10.00
054-0 · Books, Dues, & Subscriptions	2,924.82
Total Expense	32,314.28
Net Ordinary Income	-31,314.28
Net Income	-31,314.28

Hardee County Industrial Development Authority Balance Sheet

As of December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings 101009 · WSB Sales (GF)	1,746,364.80
101013 · WSB Mosaic CD	5,991,017.43
101014 · WSB Mosaic Checking	1,359,456.14
101015 · MOBO Deposit	10,006.59
Total Checking/Savings	9,106,844.96
	0,100,011.00
Accounts Receivable 115001 · Accounts Receivable Rental Inc	38,898.43
Total Accounts Receivable	38,898.43
Other Current Assets	
12000 · Undeposited Funds	100.00
133006 · Prepaid Insurance	869.66
133007 · Due from Incubator subgrantees	325.40
133012 · Deposit - Fla Hospital Prop SR	826,494.19
Total Other Current Assets	827,789.25
Total Current Assets	9,973,532.64
Fixed Assets	
Land Available for Sale	
161908 · Orignal Purchase Hwy 62 Propert	887,943.00
161909 · Original Purchase Park Improvem	16,911.87
161910 · Terrell Property	1,141,500.00
161911 · Original Purchase less propsold	-852,300.81
161912 · Contribution of Lot 13B/improv	90,621.74
161913 · Fair value writedown - FYE 2016	-526,600.00
161914 · Fair Value writedown - FYE 2017	-225,000.00
Total Land Available for Sale	533,075.80
Total Fixed Assets	533,075.80
Other Assets	
Due From Other Funds	
140001 · Due from GF	52,531.27
240000 · Due to SR	-52,531.27
Total Due From Other Funds	0.00
Due From Other Governments	445.000.05
133001 · Due from EDA	115,982.35
Total Due From Other Governments	115,982.35
1330131 · Rapid Systems Note	127,878.00
1330132 · Allowance for Uncollectible Not	-127,878.00
Total Other Assets	115,982.35
TOTAL ASSETS	10,622,590.79

11:10 AM 01/05/18 Accrual Basis

Hardee County Industrial Development Authority Balance Sheet

As of December 31, 2017

	Dec 31, 17
LIABILITIES & EQUITY Liabilities Current Liabilities Other Current Liabilities	
220000 · Prepaid Rent - Keyplex 220004 · Sales Tax Payable 220005 · Rental Deposit - MOBO	8,872.00 3,899.27 10,000.34
Total Other Current Liabilities	22,771.61
Total Current Liabilities	22,771.61
Total Liabilities	22,771.61
Equity Fund Balance 3000 · Nonspendable 3001 · Restriced for Economic Dev Proj 3002 · Assigned 3003 · Unassigned	798,908.07 8,387,971.35 37,171.00 -939,640.28
Total Fund Balance	8,284,410.14
32000 · Unrestricted Net Assets Net Income	4,151,617.00 -1,836,207.96
Total Equity	10,599,819.18
TOTAL LIABILITIES & EQUITY	10,622,590.79

	Administrative (General Fund)	Incubator Year 3 (General Fund)	MLK Water Extension (General Fund)
Ordinary Income/Expense			
Income			
361100 · Interest Income gen fd	0.00	0.00	0.00
361101 · Interest income Mosaic accts	0.00	0.00	0.00
362001 · Rental Income	0.00	0.00	0.00
369902 · Misc. Income Gen Fd	0.00	0.00	0.00
Total Income	0.00	0.00	0.00
Expense			
5193100 · Professional Fees Legal	1,195.00	0.00	0.00
5193102 · Professional Fees Engineering	0.00	0.00	0.00
519321 · Meeting Security	0.00	0.00	0.00
519322 · Travel	0.00	0.00	0.00
5193400 · Landscaping and Grounds	0.00	0.00	0.00
5194301 · Utilities	0.00	0.00	0.00
519450 · Insurance Expense	0.00	0.00	0.00
5194601 · Repairs and Maintenance	0.00	0.00	0.00
519480 · Advertising	0.00	0.00	0.00
519840 · Grant expenses	0.00	0.00	0.00
519844 · Grant Expenses- Bees&Botanicals	0.00	5,191.62	0.00
6000 · Capital Outlay	0.00	0.00	108.75
Total Expense	1,195.00	5,191.62	108.75
Net Ordinary Income	-1,195.00	-5,191.62	-108.75
Other Income/Expense Other Income			
Sales Tax Collection Allowance	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00
Net Income	-1,195.00	-5,191.62	-108.75

	Spec Buildings 1 & 3 (Keyplex) (General Fund)	Spec Building 4 (TechRiver) (General Fund)	Spec Building 5 (PFM) (General Fund)
Ordinary Income/Expense			
Income			
361100 · Interest Income gen fd	0.00	0.00	0.00
361101 · Interest income Mosaic accts	0.00	0.00	0.00
362001 · Rental Income	21,744.92	8,297.04	5,000.00
369902 · Misc. Income Gen Fd	0.00	0.00	0.00
Total Income	21,744.92	8,297.04	5,000.00
Expense			
5193100 · Professional Fees Legal	0.00	0.00	0.00
5193102 · Professional Fees Engineering	0.00	0.00	0.00
519321 · Meeting Security	0.00	0.00	0.00
519322 · Travel	0.00	0.00	0.00
5193400 · Landscaping and Grounds	0.00	0.00	0.00
5194301 · Utilities	0.00	4,209.40	0.00
519450 · Insurance Expense	0.00	0.00	869.66
5194601 · Repairs and Maintenance	0.00	0.00	0.00
519480 · Advertising	0.00	0.00	0.00
519840 · Grant expenses	0.00	0.00	0.00
519844 · Grant Expenses- Bees&Botanicals	0.00	0.00	0.00
6000 · Capital Outlay	0.00	0.00	0.00
Total Expense	0.00	4,209.40	869.66
Net Ordinary Income	21,744.92	4,087.64	4,130.34
Other Income/Expense			
Other Income			
Sales Tax Collection Allowance	19.03	14.52	8.75
Total Other Income	19.03	14.52	8.75
Net Other Income	19.03	14.52	8.75
Net Income	21,763.95	4,102.16	4,139.09

	Property Management (General Fund)	General Fund - Other (General Fund)	Total General Fund
Ordinary Income/Expense Income			
361100 Interest Income gen fd	0.00	0.00	0.00
361101 · Interest income Mosaic accts	0.00	0.00	0.00
362001 · Rental Income	3,544.23	0.00	38,586.19
369902 · Misc. Income Gen Fd	6,000.00	107.68	6,107.68
Total Income	9,544.23	107.68	44,693.87
Expense			
5193100 Professional Fees Legal	0.00	0.00	1,195.00
5193102 · Professional Fees Engineering	0.00	0.00	0.00
519321 · Meeting Security	0.00	90.00	90.00
519322 · Travel	0.00	259.05	259.05
5193400 · Landscaping and Grounds	1,100.00	0.00	1,100.00
5194301 · Utilities	434.81	0.00	4,644.21
519450 · Insurance Expense	0.00	0.00	869.66
5194601 · Repairs and Maintenance	0.00	0.00	0.00
519480 · Advertising	0.00	57.40	57.40
519840 · Grant expenses	0.00	0.00	0.00
519844 · Grant Expenses- Bees&Botanicals	0.00	0.00	5,191.62
6000 · Capital Outlay	0.00	0.00	108.75
Total Expense	1,534.81	406.45	13,515.69
Net Ordinary Income	8,009.42	-298.77	31,178.18
Other Income/Expense Other Income			
Sales Tax Collection Allowance	1.37	0.00	43.67
Total Other Income	1.37	0.00	43.67
Net Other Income	1.37	0.00	43.67
et Income	8,010.79	-298.77	31,221.85

	Spec Building8/Processing Plant (Special Revenue)	Winn Dixie Property (Special Revenue)	IDA Marketing Program (Special Revenue)
Ordinary Income/Expense Income			
361100 · Interest Income gen fd	0.00	0.00	0.00
361101 · Interest income Mosaic accts	0.00	0.00	0.00
362001 · Rental Income	0.00	0.00	0.00
369902 · Misc. Income Gen Fd	0.00	0.00	0.00
Total Income	0.00	0.00	0.00
Expense			
5193100 · Professional Fees Legal	0.00	0.00	0.00
5193102 · Professional Fees Engineering	3,900.00	0.00	0.00
519321 · Meeting Security	0.00	0.00	0.00
519322 · Travel	0.00	0.00	0.00
5193400 · Landscaping and Grounds	0.00	2,270.00	0.00
5194301 · Utilities	0.00	0.00	0.00
519450 · Insurance Expense	0.00	0.00	0.00
5194601 · Repairs and Maintenance	0.00	0.00	0.00
519480 · Advertising	0.00	0.00	0.00
519840 · Grant expenses	0.00	0.00	4,875.67
519844 · Grant Expenses- Bees&Botanicals	0.00	0.00	0.00
6000 · Capital Outlay	0.00	6,067.78	0.00
Total Expense	3,900.00	8,337.78	4,875.67
Net Ordinary Income	-3,900.00	-8,337.78	-4,875.67
Other Income/Expense			
Other Income			
Sales Tax Collection Allowance	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00
Net Income	-3,900.00	-8,337.78	-4,875.67

	Innovation Place (Special Revenue)	Ag Test Plot (Special Revenue)	Spec Building 7 (MOBO) (Special Revenue)
Ordinary Income/Expense			
Income			
361100 · Interest Income gen fd	0.00	0.00	0.00
361101 · Interest income Mosaic accts	0.00	0.00	0.00
362001 · Rental Income	0.00	0.00	0.00
369902 · Misc. Income Gen Fd	0.00	0.00	0.00
Total Income	0.00	0.00	0.00
Expense			
5193100 Professional Fees Legal	0.00	0.00	0.00
5193102 · Professional Fees Engineering	0.00	0.00	1,382.25
519321 · Meeting Security	0.00	0.00	0.00
519322 · Travel	0.00	0.00	0.00
5193400 · Landscaping and Grounds	180.00	0.00	350.00
5194301 · Utilities	2,473.91	33.00	0.00
519450 · Insurance Expense	8,931.92	0.00	0.00
5194601 · Repairs and Maintenance	1,175.00	0.00	0.00
519480 · Advertising	0.00	0.00	0.00
519840 · Grant expenses	0.00	0.00	0.00
519844 Grant Expenses- Bees&Botanicals	0.00	0.00	0.00
6000 · Capital Outlay	0.00	4,001.95	0.00
Total Expense	12,760.83	4,034.95	1,732.25
Net Ordinary Income	-12,760.83	-4,034.95	-1,732.25
Other Income/Expense			
Other Income			
Sales Tax Collection Allowance	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00
Net Income	-12,760.83	-4,034.95	-1,732.25

	Total Special Revenue	Unclassified	TOTAL
Ordinary Income/Expense			
Income			
361100 · Interest Income gen fd	0.00	516.54	516.54
361101 · Interest income Mosaic accts	0.00	59.25	59.25
362001 · Rental Income	0.00	0.00	38,586.19
369902 · Misc. Income Gen Fd	0.00	0.00	6,107.68
Total Income	0.00	575.79	45,269.66
Expense			
5193100 · Professional Fees Legal	0.00	0.00	1,195.00
5193102 · Professional Fees Engineering	5,282.25	0.00	5,282.25
519321 · Meeting Security	0.00	0.00	90.00
519322 · Travel	0.00	0.00	259.05
5193400 · Landscaping and Grounds	2,800.00	0.00	3,900.00
5194301 · Utilities	2,506.91	0.00	7,151.12
519450 · Insurance Expense	8,931.92	0.00	9,801.58
5194601 · Repairs and Maintenance	1,175.00	0.00	1,175.00
519480 · Advertising	0.00	0.00	57.40
519840 · Grant expenses	4,875.67	0.00	4,875.67
519844 Grant Expenses- Bees&Botanicals	0.00	0.00	5,191.62
6000 Capital Outlay	10,069.73	0.00	10,178.48
Total Expense	35,641.48	0.00	49,157.17
Net Ordinary Income	-35,641.48	575.79	-3,887.51
Other Income/Expense Other Income			
Sales Tax Collection Allowance	0.00	0.00	43.67
Total Other Income	0.00	0.00	43.67
Net Other Income	0.00	0.00	43.67
Net Income	-35,641.48	575.79	-3,843.84

11:10 AM 01/05/18 Accrual Basis

Hardee County Industrial Development Authority Profit & Loss

December 2017

	Dec 17
Ordinary Income/Expense	
Income	
361100 · Interest Income gen fd	516.54
361101 · Interest income Mosaic accts	59.25
362001 · Rental Income	38,586.19
369902 · Misc. Income Gen Fd	6,107.68
Total Income	45,269.66
Expense	
5193100 · Professional Fees Legal	1,195.00
5193102 · Professional Fees Engineering	5,282.25
519321 · Meeting Security	90.00
519322 · Travel	259.05
5193400 · Landscaping and Grounds	3,900.00
5194301 · Utilities	7,151.12
519450 · Insurance Expense	9,801.58
5194601 · Repairs and Maintenance	1,175.00
519480 · Advertising	57.40
519840 · Grant expenses	4,875.67
519844 Grant Expenses- Bees&Botanicals	5,191.62
6000 · Capital Outlay	10,178.48
Total Expense	49,157.17
Net Ordinary Income	-3,887.51
Other Income/Expense	
Other Income	
Sales Tax Collection Allowance	43.67
Total Other Income	43.67
Net Other Income	43.67
Net Income	-3,843.84