

HARDEE COUNTY
ECONOMIC DEVELOPMENT AUTHORITY (EDA)
(INDEPENDENT BOARD)
COUNTY COMMISSION CHAMBERS
412 WEST ORANGE STREET, ROOM 102
WAUCHULA, FLORIDA 33873
September 11, 2014 8:30 a.m.

MINUTES

Members:

David Royal, Chairman, P
Linda Roberson, P
Kenny Miller, P
Stanley Pelham, P

Donna Doubleday, P
Terry Atchley, P
Sue Birge, Vice-Chairman, P

County Attorney Ken Evers, P
Office Manager Sandra Meeks, P

County Manager Lexton H. Albritton, Jr., E

Chairman Royal led the invocation followed by the pledge to the flag.

Chairman Royal called the meeting to order at 8:35 a.m. and advised he wanted to add an Item VIII. to the agenda to discuss the policies and procedures of the Incubator.

MOTION by Atchley, second by Pelham to approve the agenda. Motion carried unanimously.

MOTION by Birge, second by Miller to approve the minutes for the regular meeting on Tuesday, June 24, 2014, at 6:00 p.m. Motion carried unanimously.

- I. Acknowledge receipt of Clerk's Financial Reports for periods ending 05/31/14, 6/30/14, & 07/31/14.

MOTION by Pelham, second by Atchley to acknowledge receipt of the Clerk's Financial Reports for periods ending 05/31/14, 6/30/14, & 07/31/14. Doubleday had questions on six of the grants that were sitting at 100% available funding. Mrs. Meeks, Office Manager, Hardee County Board of County Commissioners (BCC) explained some of the grants were from last cycle and had not requested any reimbursements and the others would be discussed later on the agenda. Doubleday also asked at what point do the contracts expire. Mrs. Meeks advised the agreements were for a two year term and that she was responsible for keeping up when the grants expired. Motion carried unanimously.

- II. Acknowledge receipt of ranking sheets from the Town of Zolfo Springs, City of Wauchula, Board of County Commissioners (BCC), and the City of Bowling Green.

MOTION by Atchley, second by Doubleday to acknowledge receipt of ranking sheets from the Town of Zolfo Springs, City of Wauchula, Board of County Commissioners, and the City of Bowling Green. **Motion carried unanimously.**

- III. Acknowledge receipt of Reimbursement Requests from the Economic Development Council (EDC) in the amount of \$60,000 for their Admin Funding Grant and the Hardee County Industrial Development Authority (IDA) in the amount of \$429,833.33 for the Incubator Project.

MOTION by Atchley, second by Miller to acknowledge receipt of Reimbursement Requests from the Economic Development Council in the amount of \$60,000 for their Admin Funding Grant and the Hardee County Industrial Development Authority in the amount of \$429,833.33 for the Incubator Project. **Motion carried unanimously.**

- IV. Question/Answer Period for Cycle 11 Grant Applications:

Chairman Royal explained this would be the time for the Board members and the public to ask the applicants questions about their project.

- Liz Steele, Ridge Large Animal Veterinary Services

Dr. Steele asked the board if they had any questions. Chairman Royal explained that everyone had received her proposal where she had broken the project down into phases and asked her if she would like to talk about that first. She explained she understood there was not enough money this cycle to fund all of the applicants, so she decided to come up with some options for her project that might be a possibility. One was to have the project in phases and the other was her contributing some money of her own to the project. She then went over her priorities and how she had split the budget up into the job creation component and the economic development component. She explained that she understood it was a lot of money she was requesting and also that these were new waters the board would be navigating through with investing on private property, so she contacted her bank and another financial institution and it was possible she could secure some funding. She went on to explain how she started thinking how she could contribute some money of her own to move her project forward. She explained to the board what she had come up with was her original request was \$2.3 million and if she broke that into components \$1.3 million was construction/infrastructure, \$365K was equipment/supplies, and \$650K was job creation. She then stated what she wanted the board to consider today was if they could assist her in \$1 million for the construction/infrastructure

she would obtain funding to fund the remaining \$300K in construction, \$365K in supplies, and the total job creation component. She then asked if there were any questions. Chairman Royal asked if she would have a problem with a lien being placed on the property. She advised she did not have a problem with that, but if she were to secure funding from a financial institution they would also want a lien. Commissioner Birge explained that the EDA's would be a second lien and not worth it. Commissioner Birge asked if she had any interest from private investors. She advised she had not. Doubleday thanked Dr. Steele for her application and providing all of the detail and options she had. She asked if she had done a market study. Dr. Steele explained it would be difficult to do a comparative study because there were not other facilities in the area. Doubleday then asked how her facility/project would benefit Hardee County. She explained it was hard to put a price tag on the components because it would be the only facility in the state of Florida. She further explained outside money would be spent in Hardee County. Doubleday asked if the people who visited her facility now stay or do they drop horse off and leave. She explained they usually stay for a couple of hours, but when she would be able to do surgery that would be an overnight stay for the horses. Doubleday asked if she could see the financials of the business. Dr. Steele advised they were included in the original proposal. Doubleday advised there were no salaries included. Dr. Steele explained they only broke down the Three Oaks Equine portion. Dr. Steele advised she could provide the financial statements for the Ridge Large Animal Vet Services and that would provide some additional information on the salaries. Commissioner Birge asked what type of business management experience she had. Dr. Steele advised that was a good question because they are taught how to be great veterinarians, but the business management component sometimes was left out, so knowing her strengths and limitations she had comprised a Board/Accountability Group to assist her in moving this project forward. On this board was Kim Yelvington, Bookkeeper/Office Manager (over 30 years experience, Dr. Yelvington (her father), Dr. Mark Phillips (her mentor over the years), and Dr. Gray (friend with a lot of experience). Pelham explained he had met with Dr. Steele and explained his concerns with the project being on private property. Miller explained he had a sister in Oklahoma with the same type project and felt it would be a conflict for him to weigh in on this project (Form 8B; Voting Conflict Attached). Doubleday asked how the two positions for Veterinary Tech and Grounds Maintenance related to the project and would they still be needed. Dr. Steele explained they would be needed because the business was already growing. Doubleday then asked would it be an option for her to secure funding for the infrastructure portion and for the EDA to fund the job creation portion. Dr. Steele explained she supposed it would, but she was planning on securing the funding for around \$600K for the remaining construction and for the equipment and supplies and once the project started having revenue come in that would go towards the job creation component. She explained she would not borrow money for the job creation component and that \$600K to \$650K would be the limit she could borrow.

Doubleday asked if they elected to fund Phase I (Job Creation) for the two jobs at \$241,996.01 and she borrow \$335,772.10 for surgical center would that be an option. Pelham explained she would have to have the money up front because it was reimbursable. Dr. Steele stated that was certainly a possibility. Pelham explained they would have to consider the ranking from the other entities.

- Brian Samuels, Bionitrogen

No one was present for Bionitrogen.

- Amanda Gibson, Town of Zolfo Springs

Amanda Gibson, Town of Zolfo Springs asked if they had any questions for their project. Chairman Royal asked if anything had changed since the presentation. Ms. Gibson explained they had Wauchula Abstract search and there were no recorded easements along the railroad corridor. She also provided the board with a map. Pelham asked if this project would fit into the Corridor Project. Atchley explained he thought it would be a perfect fit. Miller stated he thought the corridor grant was for more of a study not for construction. Atchley advised no it was for pipes in the ground. Pelham touched on how the IDA had requested money every cycle to build the fund up because as business wanted to locate here and infrastructure was needed there would be funds available. Mr. Lambert, Hardee County Economic Development Office (EDO) Director advised he was in total agreement that this would fit right in the Corridor Grant and would be easy to fund because there were some monies in reserve. Doubleday asked about the letter to Florida Department of Transportation (FDOT) requesting a hardship and had they heard anything back yet. Roberson explained not officially, but what they did last time was a payment plan over a ten year period and even that was a hardship for Zolfo. She touched on the grant they had received from the EDA a couple of years ago for something similar and they were able to pay the loan off earlier with the EDA funds. Doubleday asked how this facilitated job creation. Ms. Gibson explained the Highway expansion project would allow more business to locate there which would create more jobs. Mr. Lambert touched on how he wanted everyone (BCC, EDA, various cities, and IDA) and go through Senate Bill 3110, so everyone understood its intent. He described how the original citation stated that if there were infrastructure needs and no other funds available they could be funded with the funds, so he felt this was a perfect example and they should assist the Town of Zolfo Springs. Doubleday explained she understood and would really appreciate the workshop to gain a better understanding since she was new on the board, but she was the Workforce Representative on the board, so she was concerned about job creation and wondered how this project would directly impact the current business owners and then was there any other funds available to assist in this. Mr. Lambert explained this was no different than any other area in the corridor and how water/sewer had to precede

economic development and job creation. Miller also touched on how the four laning of Highway 17 had been a priority for them and this was another piece of the puzzle.

- Bo Conerly, Hardee County Chamber of Commerce

Mr. Steven Southwell, President, Hardee County Chamber of Commerce came before the Board and recognized the Chamber's board members that were in the audience Clay Cobb, Bo Conerly, Teresa Crawford, and Olivia Minshew. He stated the Chamber had 14 members and the strength of their application was the strength of their board members. He then asked if they had any questions. Doubleday asked about their current membership and fundraising activities and how did their current active membership numbers compare to previous years. Mr. Southwell explained their current active member numbers were right in line with their long term 10-15 year average and they had 200 members at the present. Doubleday asked what fund raising activities had occurred. Mr. Southwell explained they had the annual golf tournament, gun raffle, and the annual dinner. Doubleday then asked about their sustainable plan. Mr. Southwell explained without the empirical data it was difficult, but the first portion would be hard data from their members and then implementing the pilot program, and finally, rolling out the plan. Doubleday then asked about deliverables. Mr. Southwell touched on their training and consulting services. Doubleday asked if there study/pilot program could be a deliverable of the grant. Mr. Southwell stated yes that would a deliverable. Doubleday explained funding operating expenses without deliverables was difficult and asked if they planned on coming back every year for funding. Mr. Southwell advised he could not answer that at this time, but felt if they had a good application every year to put the money to good use they would. He also explained there were a lot of soft components to their application, but stressed a good, strong chamber was definitely an economic driver. Pelham asked where their fundraising and membership dues were in their budget. Mr. Southwell explained they had not off set their budget with the figures, but if they did not spend the money they would not be reimbursed for it. Mr. Clay Cobb came before the board and touched on how they had a membership drive a few years ago and their membership increased way above normal which allowed them not to focus on fundraising and that caused them to lose their focus as an economic organization and how the grant if funded, would assist them in getting back to their main focus and assisting local businesses. Miller stated if they could see their previous budget that might help. Birge stated she supported the Chamber, but they had to be very careful in funding operational budgets.

- Sarah Pelham, IDA (Pretreatment Facility, Spec Building 6 & 7, Incubator, Water/Sewer Corridor) & EDC Admin Funding Request.

Mrs. Pelham, Economic Development Coordinator, Hardee County EDO came before the board and asked how they wanted to start because they

had several applications. Chairman Royal stated just in order as the agenda had it.

Pretreatment Facility:

Mr. Bill Lambert, Economic Development Director, Hardee County EDO explained the Pretreatment Facility Grant application was a wildcard and they would need this at the Hardee County Water/Sewer Treatment Facility at some point, but it was not complexitory that it be funded this year and if they had funding restraints consider this project last. He went on to explain if something came up and they needed this sooner they would find a way between the IDA and the County to make it happen. Doubleday asked if they were planning on making this a wastewater plant. Mr. Lambert explained the County had a Wastewater Treatment Plant adjacent to the Commerce Park and it was designed for around 300-400K gallons treatment a day and they were currently at 60-80K gallons. He went on to explain that some of the effluent discharged from the Commerce Park was slightly industrial and normally it would assimilate in a larger type system with no issues, but in projecting in what they believed the County's capacity to grow to and what may happen at the Commerce Park they might be disproportionate with some types of effluent discharges that could create problems in the plant and the solution would be pretreatment to isolate those discharges that would come to the plant and that would kill the microbes. There was then discussion on the microbes, PH level, and how the project was important. Roberson touched briefly on how they had a company in the Town of Zolfo Springs that was industrial and they charged them a surcharge. Mr. Lambert stated that would be a part of the equation related to the County. Roberson asked about the engineer used for the project. Mr. Lambert explained the cost estimate was provided by Park Winter, Hardee County Utilities Director.

Spec Building #6 (Florikan)

Mrs. Pelham explained the request was for Florikan and it would be supplementary funding request to complete the construction of this project. She further explained it was a spec building and Florikan was the tenant. She touched on how the building was around 80K square feet and the project cost would be around \$4.5 million and Florikan was putting in around the same amount of their own money with total project cost being around \$9 million. She then briefly touched on how Florikan had a job fair and had already started hiring. Atchley asked if the IDA would retain ownership of the building. Mr. Lambert explained they would and what they did was take the gross investment they had in the building and that would create a gross annual lease based on 7% on their gross investment and they utilized their payments of that lease to

purchase the building and they hoped in 8 to 12 years they would have enough job creation credits to take ownership of the building.

Spec Building #7(New Spec Building Request)

Mr. Lambert described this as being a new spec building request and they believed they would need to embark on the planning, design, and engineering of a new building within the next year or maybe even next six months. He went on to explain that due to circumstances with another project they believe it would be appropriate, although he had not discussed the contracted times with the County Attorney yet, but at the sunset of the existing grant related to the existing rail spur, they would like to convert that grant to this spec building otherwise, they were amenable to putting the money back in the cycle and letting the Board decide whether they wanted to fund this spec building or not. Doubleday asked if they could do that. Mrs. Pelham explained they had done that last cycle. Doubleday stated they were talking about a new application and that made her nervous. County Attorney Evers explained these things had a tendency in the past to evolve before the Board and used Dr. Steele as an example from earlier. He went on to explain how amendments had been requested by applicants all the way up to the date the Grant Award Agreement was approved. He further described how amendments were not his favorite thing either, but the Board had done them in the past and it did make things difficult because the other entities did not get to rank them. Mr. Lambert stated they were giving them the alternative to do either. Roberson stated the original grant was a spec building. Mrs. Pelham stated she felt the same and it was ranked originally very favorably as a spec building. Birge explained that may be the case with their project, but with Dr. Steele it was different because the options she presented today were totally different than the application when it was ranked and felt they would need to have some clarification on how they would handle these. Atchley explained that he did not have many questions of the projects because he had already sat through the presentations twice. He went on to explain that as a board they had always struggled with how they ranked a legitimate application and how this would always be a work in progress and no matter how many workshops they have there will always be something new come up. He further explained he was an at large member, but also represented the City of Wauchula and wanted to help some of their wants and wishes be filled as a community; however, the ultimate decision was the board and they were the ones held accountable and they had to make the decision and they would have to be flexible and make sure the decisions were the best for the county. Birge thanked Atchley for bringing that up. County Attorney Evers agreed with Atchley on maintaining the flexibility and also explained how it encouraged the applicants to find the best alternative. County Attorney Evers advised that it was not prohibited in the statute.

Incubator Project

Mrs. Pelham advised she wanted to introduce some people that had been involved in the project and the first person to be introduced was Kristin Guiliani and she explained she had been involved with the project for sometime and her background was in skincare, natural products, business, and marketing expertise. Ms. Guiliani provided the board with a brief background and how she became involved with project. Commissioner Birge asked what her position would be. Mrs. Pelham explained that had not been decided as of yet, but would be assisting in the marketing as well as other areas.

Mrs. Pelham then went on to introduce the next person which was under confidentiality when they first presented, but had an interest in the incubator and submitting an application for their project. She advised they had sent over an email with the business plan for Stream 2 Sea by Autumn Blum and she asked for Ms. Blum to come up and answer any questions. Ms. Blum explained how excited she was about the opportunity and the incubator concept and thanked the board for thinking “outside the box”. She then touched on how Ms. Guiliani was the perfect fit for the incubator and the marketing side. She also touched briefly on her business plan and asked if there were any questions. Doubleday advised she had not had enough time to really review the plan, but asked if it was part of the incubator original application. Mrs. Pelham advised they had included Ms. Blum’s budget in their application. Doubleday asked Ms. Blum what her investment was and also, about the financial statements. Ms. Blum explained she would not mind sharing the financial statements, but probably would need to get with the County Attorney because some of the items were confidential. She also explained she would be putting in around \$90,000.00 of her own capital, around a \$250K line of credit, and also left a very secure job to work on this full time. Doubleday then asked about the marketing and employees and how that was going to work. Ms. Blum explained Ms. Guiliani’s salary was in her budget, but understood some of that would cross over to the incubator and she was okay with that. Ms. Pelham explained they had no objections to what Ms. Blum had explained because they were utilizing her expertise before she had even submitted an application because of her background. She further stated they were still working on who the employer would be and discussions were being made on how that would work with everybody involved. Doubleday explained when they discussed the incubator last year they had discussed it becoming self efficient and explained her concerns over how when the tenants become self efficient and leave and take the employees with them, the incubator would be left with no employees. Ms. Blum touched on the Policies & Procedures that were in their first draft form and how that would be

addressed in the manual. Miller asked the amount they were asking for. Chairman Royal stated \$1.6 million.

Mrs. Pelham then introduced Mr. Trey Flemmer of Peace River Paddlesports. Chairman Royal asked Mr. Flemmer about the problems he had run into in manufacturing and did he think he had the problems worked out. Mr. Flemmer explained the process was a lot longer than he had originally thought and touched on some of the challenges he had faced, but in a few weeks they should have some finished boats. Doubleday asked if he was still planning on following the projections in his last application because she did not see the projections in this current application. Mr. Flemmer explained he was and how he felt those numbers were very modest and easy to achieve.

Doubleday then asked if they would be paying the telemarketers separately for the different companies that were involved as well as paying the incubator. Mrs. Pelham explained that was not the intent and the overhead budget for the Incubator would include money for marketing and sales. She further explained that would be a service offered, but each tenant would have some stake in developing their own company and would need to provide some of their own money, but ultimately the Incubator would be providing the service, but at a subsidized cost for the tenant. Roberson asked how they were planning on splitting the amount funded with the tenants. Ms. Pelham explained she would get them a copy of her presentation to show the amounts broken down. She explained that the request was for the capital improvements, operation of incubator, and any equipment and then the other side was each tenant's individual budget. Commissioner Birge questioned how Ms. Guiliani would be paid and whose employee she would be. Mrs. Pelham explained they were still working on that. Chairman Royal stated he thought she would be Ms. Blum's employee and the other tenants would contract to use her services. Mrs. Pelham asked Ms. Guiliani if she wanted to elaborate on her plan. Ms. Guiliani touched on how she had investigated how successful incubators were doing things and described how they had business managers and touched on their responsibilities and explained the other side would be to offer assistance to the tenants with what their needs might be. Doubleday asked Ms. Guiliani if she would be the Marketing Manager. Ms. Guiliani explained they had not defined everything as of yet, but she thought more like the Business Manager. Doubleday stated that would be the Incubator employee then. Mrs. Pelham explained it could be and there were many different ways they could structure it just like Ms. Blum spoke about the Incubator contracting with a consulting firm; Ms. Guiliani could be a part of the consulting firm. Doubleday advised she understood, but if the consulting firm disappeared or went under they would have to find someone else for those services. She went on to state that she thought when they had discussed the Incubator concept it would be self

sustaining and she was trying to understand the concept of consulting firms and how that could remain constant for the Incubator and the tenants. Doubleday then asked if they were funding Ms. Blum's business to eventually become the consulting firm and was Ms. Guiliani was working for Ms. Blum. Ms. Guiliani advised no she was consulting for the Incubator. Birge advised she was confused too. Mr. Lambert, Economic Development Director, EDO addressed the board and explained that this was difficult and confusing because they did not know how much they would be funded and they had the Incubator which still needed some capital improvements and internal management and three businesses which would be operating in it, so there was some redundancy, but at the end of the day he would like for Ms. Guiliani to be offering consulting advice, marketing/operating advice for the incubator inclusive of the tenants and other people that would locate there. He went on to explain that more importantly, they would like her to be available for these companies, but they may find she was not what the companies were looking for or whatever the case might be, but they had to have a starting point and their starting point was for her to serve at least three roles which were marketing for the Incubator, individual companies, and some for the EDC which would be paid out of the EDC budget. He closed in stating they did not know a better way to do it until they knew what they were funded and could split it between the three businesses. Commissioner Birge explained they definitely needed that position and it needed to be well covered, but what was confusing was who Ms. Guiliani would be accountable to would it be the Incubator Management Team or Ms. Blum. Mr. Lambert explained he did not know yet and he had explained to Ms. Guiliani it would start out flexible until she established a good working relationship with the tenants.

Mrs. Pelham then introduced the Cantu's and explained they were reliant on the fill line and they were just getting it going, so they had a delay in moving forward. Mr. Steve Cantu came before the board and explained they felt once the fill line was running they would be ready to move forward. He also touched on how they were already in negotiations with a large company who was interested in their product. Doubleday asked what the \$20,000 research/development was in their request. Mr. Cantu explained they had originally thought the Incubator was going to do a lot of the marketing, so that was for new products. Roberson stated once they received the new figures that amount would probably change. Mrs. Pelham touched on how the Cantus had included marketing and some other items in their budget when they turned it in, but she took the items out that the Incubator would be responsible for.

Mrs. Pelham closed with how the project was a work in progress and new territory, but was a great benefit to the community and they still had a lot of work to do and plans to put in place, but still needed the support of the EDA and they hoped the EDA would continue to fund them.

Chairman Royal asked Mrs. Pelham to give a brief update on where the Incubator was now compared to when they originally started. Mrs. Pelham explained the fill line was complete, but just needed a few more pieces and then she introduced Mr. Jim Stein who was their very first Incubator employee and he was planning on operating the fill line and had experience in that area. Mr. Stein touched briefly on the fill line and explained it was extremely close to being ready to run.

Water/Sewer Corridor Project

Mrs. Pelham explained this was a request for additional funding for the project. Doubleday asked about a timeline for the project. Mr. Lambert briefly went over the timeline and explained they were being driven by the participants of the corridor which was the county and the municipalities and if they provided this additional funding request, they would be able to accommodate the Town of Zolfo Springs request, but stressed if they did not have funding they could not initiate any of the projects that would locate on the corridor. Doubleday asked how much they needed total to get things moving. Mr. Lambert stated they were flexible on the amount and he did not know how fast the Town of Zolfo Springs would need their funding and anything above the \$650K gives them a planning cushion. Chairman Royal asked if it would be okay if they just funded them the Town of Zolfo's request instead of their request. Mr. Lambert explained that would probably be more than they needed at this time. Roberson explained she did not think the Town of Zolfo Springs would need any funding until 2015. Mr. Lambert explained \$200K should be enough in extra funding for the corridor.

EDC Admin Funding Request

Mr. Lambert provided a brief history of the request and explained how the request alleviated the burden on the tax payer and appreciated the support. Doubleday asked what was paid by the EDA and what was paid by the county. Mrs. Pelham stated they had never separated that in the past. Mr. Lambert explained that economic development was not something that was easily identified and touched on the economic study they had just completed. Doubleday explained she did not see in their guidelines where they could offer funds to businesses to alleviate the burden of the taxpayer. She went on to explain how it was very difficult for her to fund a project and say just do what you want with it to alleviate the burden on the taxpayer and why didn't they just give the money to the county and let them be responsible for providing it to the EDC. Mr. Lambert gave a brief history of the EDA and how the legislators did not want the money to go to the county. Chairman Royal explained the EDA does not give money to the county except to reimburse Staff's time for services provided to the EDA. Doubleday stated she understood, but

what they did brought a lot of work for the county staff to do. Mr. Lambert agreed and stated that was the County Staff's fault. Doubleday then asked what are we paying the EDC for? Mr. Lambert explained they provided their budget and did not mind going back and allocating certain items to the EDA, BCC, and IDA. Doubleday stated that would be up to the board, but she wanted to know what the money was going to be used for. Chairman Royal explained they were basically paying the EDC to assist the EDA in screening the applicants otherwise they would have to meet once a week to meet with applicants and go over grant applications. Doubleday stated then could they state in the agreement that they would be screening applicants, separating grants, etc. Mr. Lambert explained up to a point they could, but stressed they did not know where opportunities would be for the upcoming year. Doubleday explained all she wanted to know was what they did for the funds. Mr. Lambert stated part of what they did was subjective it was not bricks and mortar. Doubleday stated you just gave a list earlier that was all she was looking for. Mr. Lambert asked why their line item budget was not sufficient enough. Doubleday stated she wanted deliverables. Mr. Lambert asked how do you do deliverables with a subjective project. Doubleday explained you just state what you are going to do with funds whether it be working with businesses that come in or whatever it might be. Doubleday then asked what did their agreement state when they were funded the \$150,000. She went on to state that she was not trying to be disrespectful, she just wanted look at specifically what they were doing for the funds. She would like to have deliverables. Mr. Lambert explained they would get an update periodically from the EDC and felt there was no other way to deliver it. Doubleday explained she felt there was other ways and she worked with businesses everyday to identify some of those things. Mr. Lambert then asked what she expected them to do. Doubleday explained bring these projects forward. Mr. Lambert then asked how do you define that in a contract? Doubleday explained you define it as working with businesses that want to locate in Hardee County. Mr. Lambert advised they could do that, but it would not change the outcome. He went on to explain what they could do if they chose to fund the EDC was to direct county staff to make provisions in the contract to provide clarification for the expectation of the expenditures of the money. Commissioner Birge stated that the board could not tell the BCC anything. Atchley stated it did not have anything to do with the BCC. Mr. Lambert explained by statute the county staff was reimbursed by the EDA for their time spent on the EDA. Mrs. Meeks, BCC Office Manager stated she thought one of the problems was there was not enough information provided in the applications and if there would have been more information provided, Mrs. Doubleday probably would have a better understanding on some of the projects. Doubleday stated having more information would have definitely helped. Commissioner Birge also stated they definitely needed more clarification coming from applicants. Mr. Lambert advised they needed to have a meeting and go through the

rules before the next cycle. Doubleday explained her specific questions were to the EDC and that they did not have anything in writing on what they did. Birge stated she thought they did. Pelham explained if you go to the Commerce Park you will see and the Incubator. Atchley explained what Mrs. Doubleday was looking for was a list of services provided by the EDC. Doubleday stated that was exactly what she needed.

- V. Donna Doubleday – Discuss requesting financial statements and business plans from businesses requesting funds.

Chairman Royal asked Mrs. Doubleday if they could do her two items at the workshop. She stated that would be fine. **MOTION by Atchley, second by Birge to table Item V. & VI. for discussion during their workshop. Motion carried unanimously.**

- VI. Donna Doubleday – Clarification of EDA processes.

See above.

- VII. Discuss the extension of IDA Agreements from Cycle 9 (Sherriff Substation, Spec Building, & Water/Sewer Corridor).

Chairman Royal advised the only one they needed to discuss was the Sheriff Substation. Mrs. Meeks, Office Manager BCC explained it would be easier to close out the grants and release the money back into the fund and reapply, but it would be up to the Board. Mr. Lambert advised if they wanted they could discuss all this at their meeting on Monday. Mr. Lambert then explained they could close out all the grants and refund, whatever would be easier. After further discussion, they advised they would close them all out and refund.

- VIII. Discuss policies and procedures of the Incubator.

Atchley asked if they could do these at their meeting on Monday. Mrs. Pelham stated they could.

Meeting adjourned at 12:30 p.m.



David Royal, Chairman

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Kenny Miller, hereby disclose that on 9/11, 20 14:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, Kim Thomas;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

My sister, Kim Thomas, is/was contemplating a business that would compete with some of the services planned by grant applicant Ridge Large Animal Vet Services.

9/11/14
Date Filed

K Miller
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Kenny Miller, hereby disclose that on 9/11, 20 14:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, Kim Thomas _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

My sister, Kim Thomas, is/was contemplating a business that would compete with some of the services planned by grant applicant Ridge Large Animal Vet Services.

9/11/14
Date Filed

K Miller
Signature

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