

PENSACOLA-ESCAMBIA PROMOTION & DEVELOPMENT COMMISSION

February 20 – Co:Lab, 3rd Floor Conference Room

418 W Garden Street - 3rd Floor Conference Room - Pensacola, Florida 32502



Board attendees: Chairman Lewis Bear, Jr., Vice Chair Clorissti Johnson, Steven Barry, Secretary/Treasurer Dave Hoxeng, Jeff Bergosh, Henry Hawkins, and Andy Terhaar

Board not in attendance: Adam Principe

Staff: Attorney Richard Sherrill, Scott Luth, Danita Andrews, Kelly Reeser, Sena Maddison, Hailey Cyrille, and David Lister, Allison Jones, Philip de Boer with Saltmarsh, Cleaveland & Gund, CPA

1. **Call to Order:** Meeting was called to order at 10:02 AM.
2. **Public Comment:** Lewis Bear Jr. asked if there was any public comment. There was none.
3. **Action Items**
 - a. **Approval of December 17 Minutes:** It was MOVED by Steven Barry and SECONDED by Clorissti Johnson to approve the December 19 minutes. The motion passed unanimously.
 - b. **Approval of January 31 Financials:** Scott Luth discussed financials and upcoming obligations. After a brief discussion, it was MOVED by Lewis Bear Jr. and SECONDED by Henry Hawkins. The motion passed unanimously.
 - c. **Approval/Presentation FY 16-17 Audit:** J. David Lister, Allison Jones, and Philip de Boer with Saltmarsh, Cleaveland & Gund, CPA, discussed their findings from the FY 2016-2017 audit. After a thorough presentation followed by a long and in-depth conversation, it was MOVED by Jeff Bergosh and SECONDED by Henry Hawkins and Clorissti Johnson. The motion passed unanimously.
 - d. **Acceptance of Bluffs Owners Rep RFP:** Clorissti Johnson informed the board members of the PEDC Selection Committee Meeting. It was collectively recommended that Cindy Anderson would be selected as the Project Manager/Owner Rep of the Bluffs current project. Lewis Bear Jr. spoke of Mrs. Anderson's qualifications. Richard Sherill spoke in detail about the steps that were taken to assure that the public was notified of this announcement. After further discussions, it was MOVED by Steven Barry and SECONDED by Jeff Bergosh to negotiate a contract with Ms. Anderson. Andy Terhaar ABSTAINED. The motion passed unanimously.
 - e. **Acceptance of Bluffs Engineering RFP:** Scott Luth informed the board member of the engineering contract. PEDC only received one proposal from Baskerville-Donavan, Inc. (BDI). Dave Hoxeng asked if Scott Luth could go into further details regarding the Request for Proposal process. After further specifying this two-step process, Lewis Bear Jr. asked Scott Luth for further clarification on the bidding process and the necessary requirements. After a very extensive discussion, it was MOVED by Henry Hawkins and SECONED by Clorissti Johnson to negotiate a contract with BDI pending further of the FDOT bidding process by Attorney Richard Sherrill and Cindy Anderson . The motion passedunanimously.
4. **Discussion Items**
 - a. **Triumph/Legislative Funding Requests:**
 - i **Tech Park-UWF:** Lewis Bear Jr. spoke in detail about the upcoming grants and projects that are in the works. Scott Luth further clarified the status of the Triumph Grant and the steps that have been taken for the submittal process.
 - ii **The Bluffs:** Scott Luth updated the board members of the status of The Bluffs Triumph Grant and legislative funding request. Dave Hoxeng gave kudos on the awards that FloridaWest Economic Development Alliance won at the Addy Awards. Which include winning the Florida 2018 Gold Addy Award – Integrated Campaign: The Bluffs /

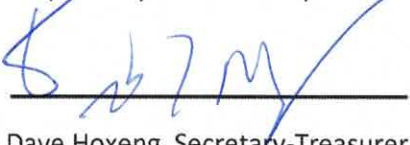
Integrated Advertising Campaign Regional/National B-to-B, the 2018 Gold Addy Award – Direct Mail: 3-D/Mixed, the 2018 Gold Addy Award – Internet Commercial: The Bluffs.

- iii **Florida Job Growth Grant Fund:** Scott Luth updated the board members on the status of The Florida Job Growth Grant Fund which is projected to increase the number of students earning industry recognized credentials and degrees for prospecting students in areas to include Aviation Maintenance, Cybersecurity/ Information Technology, Welding, Nursing, Transportation, and Construction trades. Scott Luth thanked the board members for all their cooperation in securing this grant.
- b. **Economic Development Strategy Update:** Lewis Bear Jr. discussed how to develop and implement a 5-year strategic plan including metrics. Dave Hoxeng suggested that we insure to include our city and county official's suggestions during the planning process. Collectively Lewis Bear Jr., Steven Barry, and Dave Hoxeng discussed what steps should be made to ensure that our officials approve the direction FloridaWest is heading in. Lewis Bear Jr. mentioned that he would like to have another city representative. Andy Terhaar informed the board members that the city will be voting soon to add another member.
- c. **Business Development Report:** Danita Andrews updated the board members on the progress and current statistics concerning economic development for the first quarter of the 2017- 2018 fiscal year. Steven Barry asked Danita her process regarding retention visits and disclosures.
 - i **Co: Lab:** Kelly Reeser informed the board members on available leasing space, tenant information, and about a new partnership with local entrepreneurs in the, "One Million Cups" venture, which allows entrepreneurs to network and be recognized. As of February 20, 2018, Co: Lab is at 100% occupancy. Lewis Bear Jr. asked a question regarding space.
 - ii **Upcoming Events:** Sena Maddison discussed upcoming events which include, Cyberthon and Codefest.

5. **Adjourn: The meeting was adjourned at 11:27 am.**

The next PEDC Meeting will take place on March 20, 2018 at 10:00 am

Respectfully Submitted By:



Dave Hoxeng, Secretary-Treasurer

Pensacola-Escambia Promotion & Development Commission