

Leon County Research and Development Authority
Board of Governors Meeting
Collins Building
2051 East Paul Dirac Drive, Tallahassee, FL 32310
Thursday, February 13, 2020
11:00am to 1:30pm

Minutes

Members in Attendance: Kimberly Moore, Eric Holmes, Dave Ramsay, Ray Bye, Keith Bowers, John Dailey, Kristin Dozier, Anne Longman.

Members Not in Attendance: Sonjoy Goswami, Kevin Graham, April Salter.

Guests: Autumn Calder, Abraham Prado, Blueprint Intergovernmental Agency; Melissa VanSickle, Nelson Mullins Broad & Cassel; Ron Miller, Michael Tentnowski, Peggy Bielby, LCRDA Staff.

1. Call to Order

Chair Kimberly Moore called the meeting to order at 11:07am.

2. Introduction of Guests

All present introduced themselves.

3. Modifications to the Agenda

None.

4. Public Comment

None.

5. Approval of Draft Meeting Minutes, January 31, 2019

Kristin Dozier offered a motion to approve the January 31, 2019 Board of Governors meeting minutes. Eric Holmes seconded the motion which passed unanimously.

6. Consent Agenda

- a. Treasurer's Report
- b. Monthly Financial Reports
 - i. November 2019
 - ii. December 2019
- c. Investment Reports
 - i. November 2019
 - ii. December 2019

Eric Holmes offered a motion to approve the Consent Agenda. Ray Bye seconded the motion which passed unanimously.

7. Presentation: Blueprint Project Update

Tallahassee/Leon County Office of Economic Vitality provided an update regarding current and future Blueprint projects, including the Airport Gateway Project.

John Dailey joined the meeting at 11:25am.

8. OEV Elevate Fund Grant Agreement

Staff requests approval of an agreement with The Tallahassee/Leon County Office of Economic Vitality for a grant award of up to \$25,000 for the Authority to conduct an eight-week SBIR/STTR Phase I accelerator program.

Ray Bye offered a motion to approve the agreement. Eric Holmes seconded the motion which passed unanimously.

9. Domi Station MOU

Staff requests approval of a Memorandum of Understanding (MOU) to provide Domi Education, Inc. SBIR/STTR training to startups for a fee of \$15,000 in fulfillment of the SBA Growth Accelerator Fund Award received by Domi. Specifically, LCRDA will provide SBIR/STTR education and assistance for selected participants in the Domi “Gear Up” program.

John Dailey offered a motion to approve the MOU. Dave Ramsay seconded the motion which passed unanimously.

10. Airport Marketing Opportunity

Executive Director Miller presented information related to a marketing opportunity at the airport. The Tallahassee International Airport has offered Innovation Park a 180-day pilot period lease at no charge for a 610sf retail space on the concourse before the security checkpoint, with an option to extend for two additional 180-day periods at no cost if no one else is interested in leasing the space, and the option to lease at market rate of \$56.33psf thereafter.

After discussion, John Dailey offered a motion to direct the Executive Director to develop and present concepts for the space with cost estimates. Anne Longman seconded the motion which passed unanimously.

11. Year-end Financial Review

Executive Director Ron Miller reviewed the 2018-19 preliminary audited financial statements.

12. Chair’s Report

Strategic Planning Meeting Discussion: Chair Kimberly Moore stated that the next Board of Governors meeting on April 2, 2020 will include a strategic planning session including the topics of university collaborations, EDA grant, Project Juggernaut, and land use. She requested Board of Governors to share other topics to be addressed. Dave Ramsay requested a 3-year financial forecast be included and addressed.

John Dailey left the meeting at 12:31pm.

13. Staff Reports

a. Executive Director

Ron Miller provided and update on Project Juggernaut, the EDA Grant application, the new Director of Marketing and Engagement, the status of the 501(c)(3) creation, and Tech Grant 2020.

b. Director of Entrepreneurship

Michael Tentnowski provided and update on North Florida Innovation Labs recruiting strategy and status, as well as on more grant applications.

c. Property Manager

Stephanie Shoulet reported that FSU has paid its outstanding CAM of \$44,000+.

14. New Business

None.

15. Adjourn

The meeting adjourned at 12:57pm.

Upcoming Meetings and Events:

Executive Committee Meeting

Monday, March 23, 2020

8:00am – 10:00am

Collins Building

2051 E Paul Dirac Dr

Tallahassee, FL 32310

Board of Governors Meeting and Strategic Planning Session

Thursday, April 2, 2020

9:00am – 1:30pm

Collins Building

2051 E Paul Dirac Dr

Tallahassee, FL 32310

TechGrant Pitch Night

Wednesday, May 20, 2020

5:30pm – 7:30pm

Goodwood Museum and Gardens

Carriage House

1600 Miccosukee Rd

Tallahassee, FL 3230