

Leon County Research and Development Authority
Executive Committee Meeting
Collins Building
2051 E Paul Dirac Drive
Tallahassee, FL 32310

Tuesday, November 17, 2020
1:30pm – 3:30pm

Minutes

Members in Attendance: Kimberly Moore, Sonjoy Goswami, Kevin Graham (in person), Dave Ramsay (via teleconference).

Members Not in Attendance: None.

Guests: Ron Miller, Michael Tentnowski, Naomi Molina, Peggy Bielby (LCRDA Staff).

1. Call to Order

Kimberly Moore called the meeting to order at 1:34pm.

2. Introduction of Guests

None.

3. Modifications to the Agenda

None.

4. Public Comment

None.

5. Approval of Draft Meeting Minutes, October 16, 2020

Kevin Graham offered a motion to approve the October 16, 2020 meeting minutes. Dave Ramsay seconded the motion which passed unanimously.

6. TechGrant Award Agreements

Chair requests ratification of her approval of 2020 Technology Commercialization Grant Program Letters of Agreement with WeatherTiger, LLC for \$15,000, and Nhu Energy, Inc. for \$10,000. The awards were determined based on the TechGrant application and judging process by 5 independent judges and final pitches made during the Elevator Pitch Event held on October 21, 2020.

Dave Ramsay offered a motion to ratify the Chair's approval of the TechGrant letters of agreement. Kevin Graham seconded the motion which passed unanimously.

7. Audit Engagement Letter

The Audit Committee requests ratification of its approval of the Audit Engagement Letter executed by the Audit Committee Chair and acknowledged by the Executive Director.

Sonjoy Goswami offered a motion to ratify the Audit Committee approval of the Audit Engagement letter. Kevin Graham seconded the motion which passed unanimously.

8. Incubator Project Architectural/Engineering Professional Services RFQ 2020-01

The Executive Director requests approval of RFQ 2020-01 for the procurement of Architectural/Engineering Professional Services for the design and other services related to the construction of the new North Florida Innovation Labs building. Ron Miller explained the EDA Grant requirements for procurement and timeline.

Kevin Graham offered a motion to approve RFQ 2020-01. Dave Ramsay seconded the motion which passed unanimously.

9. Lease Prospect and Permitted Uses Discussion

The Authority is restricted in the permitted uses of property at Innovation Park in accordance with the Covenants and Restrictions for Innovation Park. The Executive Director requested direction from the Board regarding pursuit of lease prospects and permitted uses. After discussion, the Committee agreed that the Executive Director should create a broad list of prospective usage categories for the Board to approve, in order to provide the Executive Director with general guidance regarding appropriate leasing prospects to pursue. They recognized that the Board of Governors has broad discretion and makes the final decision over whether any proposed site use is permissible under the covenants and restrictions.

10. FDOT Phipps Lease Extension

The Executive Director updated the committee regarding negotiations with the Florida Department of Transportation and the extension of its lease of the Phipps Building. Ron Miller explained that he is proposing a 15-year lease extension that will yield a \$7.15psf rate in lieu of the \$2.00psf rate that currently is available to FDOT under the current lease terms for a 5-year extension beginning when the current lease ends in September 2022. Discussions are continuing with FDOT staff.

11. Chair's Report

None.

12. Staff Reports

a. Executive Director

None.

b. Director of Entrepreneurship

Michael Tentnowski reported that there are six current virtual memberships in the incubator, with one more application pending review.

c. Director of Marketing & Engagement

Naomi Milina reported that TechTopics held earlier today was successful and planning is started for TechGrant 2021.

13. New Business

None.

14. Adjourn

The meeting adjourned at 2:40pm.

Upcoming Meetings and Events

LCRDA Board of Governors

December 1, 2020
11:00am – 1:30pm

Executive Committee

January 19, 2021
11:00am – 1:00pm

LCRDA Board of Governors

February 4, 2021
11:00am – 1:30pm

IPTLH Board of Directors

February 4, 2021
1:30pm – 2:00pm