

Leon County Research and Development Authority
Board of Governors Meeting
Collins Building
2051 East Paul Dirac Drive
Tallahassee, FL 32310

June 2, 2022
11:00am to 1:00pm

Minutes

Members in Attendance In-Person: Tom Allen, Brian Bautista, Keith Bowers, Ray Bye, Jessica Griffin, Anne Longman, Dave Ramsay.

Members in Attendance by Electronic Means: Eric Holmes.

Members Not in Attendance: John Dailey, Kristin Dozier, Kevin Graham.

Guests: Reis Alsberry, David Teek, FAMU Division of Research; Sonja Carter, Mike Mitchell, FSU Office of Research; Melissa VanSickle, Nelson Mullins Broad & Cassel; Stephanie Shoulet, NAI Talcot; Ron Miller, Bill Lickson, Kaizsa Grant-Threatt, Diamond Scrivens, Peggy Bielby, LCRDA Staff.

1. Call to Order

Vice Chair Tom Allen called the meeting to order at 11:03am.

2. Introduction of Guests

All present introduced themselves.

3. Approval of Participation by Electronic Means

In accordance with the Bylaws, there being a quorum of members present in person, the members of the Board present in person are required to approve participation by those participating via Electronic Means acknowledging that the COVID-19 pandemic constitutes extraordinary circumstances.

Ray Bye offered a motion to allow participation by electronic means. Brian Bautista seconded the motion which passed unanimously with Eric Holmes not voting.

4. Modifications to the Agenda

Ron Miller offered two modifications to the agenda, deleting two items:

Item 9. Project Waterfall (deferred to a future meeting)

Item 14. Chair's Report

5. Public Comment

None.

6. Approval of Draft Meeting Minutes, April 7, 2022

Anne Longman offered a motion to approve the meeting minutes. Ray Bye seconded the motion which passed unanimously.

7. Consent Agenda

- a. Investment Report
 - i. March 2022
 - ii. April 2022

END OF CONSENT AGENDA

Ray Bye offered a motion to approve the consent agenda items. Keith Bowers seconded the motion which passed unanimously.

8. NSF Regional Innovation Engines Grant—Sonja Carter, Principal Development Strategist, FSU Office of Research; Reis Alsberry, Director, FAMU Office of Technology Transfer and Commercialization; Bill Lickson, Director, North Florida Innovation Labs

Bill Lickson and Sonja Carter reviewed the National Science Foundation Regional Innovation Engines Grant collaboration opportunity, proposal types and process, timeline, application process, and planned collaborations between LCRDA, FAMU-FSU College of Engineering, and TCC.

Ray Bye offered a motion to support the participation by LCRDA in the NSF program as described. Dave Ramsay seconded the motion which passed unanimously.

9. Project Waterfall—John McEachern

This Item was deferred to a future meeting.

10. Treasurer's Report—David Ramsay

- a. Treasurer's Summary Report
- b. Monthly Financial Reports:
 - i. March 2022
 - ii. April 2022

Treasurer David Ramsay presented his report to the Board and supporting financial reports.

Dave Ramsay offered a motion to accept the Treasurer's Report. Ray Bye seconded the motion which passed unanimously.

11. IBR 22-02 Elevator Modernization Consultant Services—Ron Miller

Staff has issued informal bid request 22-02 to contract for Elevator Modernization Consulting Services as provided for in the annual budget approved by the Board. These consulting services are expected to cost less than \$15,000 and will provide staff with bid specifications and contract performance oversight for the renovation of elevators in the Johnson and Morgan Buildings. The resulting RFP for the renovation of the elevators will be brought back to the Board for its approval. Staff believes it prudent to expedite the RFP process in order to complete the modernization by the end of the fiscal year.

The Executive Director requests approval to award and execute a contract for consulting services with the lowest responsive and responsible bidder as determined by the Executive Director and the Talcor Property Manager.

Keith Bowers offered a motion to authorize the Executive Director to award and execute the contract as requested for not more than \$15,000. Ray Bye seconded the motion which passed unanimously.

12. Morgan and Collins Building Renovations—Ron Miller

As a result of an MOU with the Office of Economic Vitality, the Authority has received funding to renovate space in the Collins and Morgan Buildings. The Board has previously approved \$200,000 of

this funding to be used in the current fiscal year for the renovations. Renovations will include the replacement of flooring, ceiling tiles, insulation, and restroom/breakroom fixtures, as well as new paint. Staff and the Talcor Property Manager will oversee the renovations contracting separately with each of the required trades and purchasing materials directly where possible. Prospective leasing opportunities necessitate an expedited approach to completing these basic renovations.

The Executive Director requests approval to requests quotes, as well as award and execute contracts for labor and material purchases for the described renovations which do not individually exceed \$50,000 and do not exceed \$200,000 in aggregate.

Ray Bye offered a motion to authorize the Executive Director request quotes and award and execute the contracts as requested. Keith Bowers seconded the motion which passed unanimously.

13. Economic Development Administration (“EDA”) Build to Scale Venture Challenge \$750,000 Grant — Bill Lickson

The EDA is seeking competitive proposals that support technology entrepreneurship and accelerate company growth in their community, region, or combination of regions. The project will strengthen economic competitiveness through new product or service innovation or new technology adoption, enhancing research commercialization processes and outcomes, remediating structural barriers that inhibit regional innovation capacity and resilience, or leveraging regional competitive strengths to stimulate innovation and the creation of high-skill and high wage jobs. Companies served by North Florida Innovation Labs (as a sub awardee) will be challenging the status quo of established markets or commercializing technologies, as well as furthering job creation within their businesses. Funds leveraged through this competition will not only launch new programming and/or scale existing programming, but also generate sustainable added value for the region’s entrepreneurial ecosystem by augmenting existing regional assets for innovation and entrepreneurship.

Staff requests approval to apply for, and accept if awarded, a Build to Scale Venture Challenge Build Grant for up to \$750,000 from the Economic Development Administration. The grant is expected to be awarded in November 2022 and would be paid out over 3 years.

Dave Ramsay offered a motion to approve the grant application and acceptance as requested. Brian Bautista seconded the motion which passed unanimously.

14. Chair’s Report

This Item was deleted.

15. Staff Reports

a. Executive Director

Ron Miller reported on the incubator construction, funding, and development, as well as planned renovations to accommodate the potential new tenants and current tenants looking to expand their space.

b. Director of North Florida Innovation Labs

Bill Lickson reported on facility design and development, fundraising, community engagement, and membership and programs.

c. Manager of Marketing & Communications

Kaizsa Grant-Threatt reported on planning for the Groundbreaking Ceremony, TechGrant, and TechTopics, plus newsletter and social media changes, and NFIL branding.

16. New Business

None.

17. Adjourn

The meeting adjourned at 12:18pm.