

## **Agenda**

- |            |   |             |
|------------|---|-------------|
| <b>1.</b>  | Call to Order   | David Bear  |
| <b>2.</b>  | Public Notice (September 16, 2024)                              | Tabitha Lee |
| <b>3.</b>  | Roll Call   | Tabitha Lee |
| <b>4.</b>  | Public Comment  | David Bear  |
| <b>5.</b>  | Approval of Agenda  | David Bear  |
| <b>6.</b>  | Approval of August 9 , 2024 Executive Committee Meeting Minutes | David Bear  |
| <b>7.</b>  | Approval of September 13, 2024 Executive Committee Meeting      | David Bear  |
| <b>8.</b>  | Recommend Investor Levels and Benefits*                         | David Bear  |
| <b>9.</b>  | Other Business  | David Bear  |
| <b>10.</b> | Adjourn   |             |

Potential action item \*

### **Upcoming Meeting Schedule**

- 9.24.24 Annual Meeting: Board Officer Elections –  
FYE 25 Meeting Schedule – Board Member Attendance Review –  
Board Member Documentations (Information Form/Confidentiality/Conflict of Interest)



## Minutes

1. Call to Order: Vice President Ryan Tilley called the meeting to order at 7:37 a.m.
2. Public Notice: Tabitha Lee confirmed public notice was made on July 24, 2024.
3. Roll Call:

President David Bear:	Present
Vice President Ryan Tilley:	Present
Secretary Dr. Charletha Powell:	Absent
Treasurer Olevia McNally:	Present

Staff and support: Rick Byars, Tabitha Lee, Danita Andrews, Jessica Scholl, Jeff Rogers.
4. Public Comment: Ryan Tilley requested public comment, none was provided.
5. Approval of the Agenda:
  - a. Olevia moved to approve the agenda
  - b. Ryan seconded.
  - c. Passed unanimously.
6. Approval of June 2024 financials.
  - a. Olevia McNally reviewed the July 2024 profit and loss statements, including monthly revenue and expenditures year-to-date. The group noted outstanding invoices and commitments and reviewed the balance sheet. The bookkeeper is itemizing public expenditures for the end of fiscal year to provide to the Treasurer.
  - b. McNally reviewed recently updated financial policy recommendations received from Saltmarsh. Discussion was had regarding Saltmarsh's recommendations.
7. Approval of July 11 and July 17, 2024 Minutes:
  - a. Ryan Tilley moved to approve.
  - b. Olevia McNally seconded.
  - c. Passed Unanimously.
8. Board Minutes review
  - a. July 2024 Campaign Committee meeting minutes were provided for review.
9. Projects and staff updates:
  - a. Business Development. Rick Byars provided an update, including new recent prospective businesses and well as the status of current projects. Danita Andrews discussed recent conversations with community partners, including Escambia County. The group discussed opportunities to advance the Downtown Technology Innovation District. Andrews discussed the composition of current projects, both new businesses to the area and expansion of existing businesses. The group discussed available grant resources, including in the areas of infrastructure and life sciences.
  - b. CO:LAB. Patrick Rooney provided an occupancy update and information on prospective tenants in the pipeline. He is in discussions with PSC regarding the potential for a makers' space. Rooney addressed grant opportunities contingent on further formal studies to identify economic and community partners.
  - c. Built to Grow Campaign. Byars provided an update on the financing campaign. Byars and staff expressed appreciation for Board Member KC Gartman and her efforts and strategic

organizational input. Byars discussed recent investor meetings and positive feedback from previously unconnected area businesses. Tilley requested tracking clarification.

10. Other Business: Jeff Rogers expressed appreciation to the staff for recent efforts and noted a positive influx of marketing stories. The group discussed the strategic plan including the goal to expand staff, as well as CEO search status. President Bear is in communication with NextMove Group and anticipates creating a search committee to assist in the process.

11. Adjournment: President Bear adjourned the meeting at 9:05 am.

#### **Fiscal Year Meeting Schedule**

8.27.24 Board Meeting 1:30 pm - Board  
Officer Nominations

9.13.24 Executive Committee Meeting 7:30 am

Meeting Schedule – Board Member Attendance  
Review – Board Member Documentations  
(Information Form/Confidentiality/Conflict of  
Interest)

9.24.24 Annual Meeting: Board Officer  
Elections – FYE 25

Respectfully Submitted By:

---

Dr. Charletha Powell, Secretary  
FloridaWest Economic Development Alliance



## **Minutes**

1. Call to Order: President David Bear called the meeting to order at 7:37 am.
2. Public Notice: Tabitha Lee confirmed public notice was made on August 26, 2024.
3. Roll Call:

President David Bear:	Present
Vice President Ryan Tilley:	Absent
Secretary Dr. Charletha Powell:	Absent
Treasurer Olevia McNally:	Present

Staff and support: Rick Byars, Tabitha Lee, Danita Andrews, Patrick Rooney, Jessica Scholl.
4. Public Comment: David Bear requested public comment, none was provided.
5. The Agenda was reviewed. No comments or corrections were made.
6. August 2024 financials.
  - a. Treasurer Olevia McNally reviewed the August 2024 profit and loss statements, including monthly revenue and expenditures year-to-date. McNally provided an update on dues and COLAB income. The group discussed the financial statement, including campaign contributions and the annual budget for the upcoming fiscal year. Byars noted the annual budget expenses may need to be adjusted to reflect campaign commitments, due to the timing of the commitments. President Bear recommended managing the expense aspect. Rooney recommended aligning the strategic and operating plan, to seek collaboration from other. Treasurer McNally and President Bear confirmed approval of the transfer to ACH, assuming digital verification.
7. The August 9, 2024, Executive Committee Minutes were reviewed as an informational item. No comments or corrections were noted.
8. The August 27, 2024 Board Minutes were reviewed.
9. Projects and staff updates:
  - a. Business Development. Byars provided an update regarding a new expansion project identified this week for an existing local industrial business. Byars also discussed the property search ongoing in the northern portion of the County, following the sale of a previously identified parcel.

Danita Andrews noted that OLF8 projects are still in process. She provided an economic impact model analysis, including over 320 jobs and an estimated payroll of \$16m annually, and in excess of \$80m sales output annually for the combined projects.
  - b. CO:LAB. Patrick Rooney noted both revenue and occupancy is increasing, and CO:LAB is currently at seventy-three percent (73%) occupancy. Rooney noted a potential reconciliation in CO:LAB revenue on the primary financials, to reflect an additional \$20k in rental revenues. Rooney will coordinate with the bookkeeper and Hancock to ensure timely rent reporting. Rooney will also obtain an aging accounts receivable report to identify and reconcile payment reporting. Rooney reported on a recent event Startup Source Pensacola Entrepreneurial Resources Expo at the Brownsville Community Center. CO:LAB also recently participated in the Supplier Diversity Conference. Start-up weekend is approaching. Rooney is also interviewing for an assistant position at CO:LAB.

- c. Built to Grow Campaign. Byars provided an update on the campaign, which has currently reached 40% of the goal. Byars is revisiting with companies that Funding Solutions initially contacted. The group discussed identifying historic and future FloridaWest support actions specific to each of the prospective candidates. Tabitha and Danita prepared and provided suggested investor benefits for review by the group. Rooney recommended included a policy board appointment as a benefit. Byars discussed collaboration with the two-county Business Alliance.
- 10. Other Business: Byars noted IHMC is in process of a grant submittal that FloridaWest anticipates supporting. Andrews discussed the FloridaWest newsletter and obtaining ongoing staff and board input to ensure inclusion of relevant investor and asset highlights. President Bear observed that increased integration with Visit Pensacola and SCI data may also be utilized to match community resources with the tourism industry.
- 11. Adjournment: President Bear adjourned the meeting at 8:42 am.

### **Fiscal Year Meeting Schedule**

9.24.24 Annual Meeting: Board Officer  
Elections – FYE 25  
Meeting Schedule – Board Member Attendance  
Review – Board Member Documentations  
Respectfully Submitted By:

---

Dr. Charletha Powell, Secretary  
FloridaWest Economic Development Alliance

# Built to Grow

2024 - 2028

## A FloridaWest Regional Strategy

### Investor levels and benefits



#### **The President's Circle – \$40,000+**

- ✎ One Executive Committee Seat
  - ✎ Recognition in Annual and Mid-Year Reports
  - ✎ Plus, all other benefits listed below
- 

#### **Transformational Partner – \$30,000**

- ✎ First consideration for FloridaWest Chair and Committee Chairs
  - ✎ Priority access to new business opportunities
  - ✎ Plus, all other benefits listed below
- 

#### **Strategic Partner – \$20,000**

- ✎ One seat on Board of Directors
  - ✎ Logo Inclusion in Business Development responses to RFPs
  - ✎ Invitations to strategic planning sessions
  - ✎ Plus, all other benefits listed below
- 

#### **Growth Partner – \$10,000**

- ✎ Preferred company name listing in FloridaWest materials distributed to Prospects/ clients
  - ✎ Opportunity to serve on a Strategic Initiatives Committee
  - ✎ Recognition on website with link to your business
  - ✎ Plus, all other benefits listed below
- 

#### **Community Partner Investor – \$5,000**

- ✎ Eligibility for seat on the Board of Directors / CO:LAB Policy Board
  - ✎ Invitations to Quarterly Breakfasts or Luncheons (one Annual Meeting event)
  - ✎ Subscription to Monthly E-newsletter and opportunity to be highlighted in investor Spotlight, Investors News, and Congratulations, Investors! Sections
  - ✎ Alerted to breaking news regarding new business announcements
  - ✎ Recognition on website
- 

#### **\*Investor's contributing – \$1,500**

- ✎ Invitation to events (quarterly meetings or project announcements) promoted by FloridaWest EDA