
Agenda

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| 1. Call to Order | David Bear |
| 2. Administrative Items: | |
| a. Public Notice (<i>August 25, 2025</i>) | Tabitha Lee |
| b. Roll Call | Tabitha Lee |
| c. Public Comment | David Bear |
| d. Approval of Agenda * | David Bear |
| 3. Financial Report and Minutes: | David Bear |
| a. Approval of Executive Committee Minutes – <i>July 8, 2025</i> * | |
| 4. Recommendation for Approval: Updates to Financial Policy* | Chris Platé |
| a. Review redlined version of the Financial Policy reflecting proposed updates. | |
| b. Executive Committee to discuss and recommend the updated policy for Board approval. | |
| 5. Preparation for Board Elections* | Chris Platé |
| a. Provide recommendations to the full board for election procedures and candidate slate. | |
| 6. Recommendation of CO:LAB Rates* | Chis Platé |
| a. Review rates approved by the CO:LAB Policy Board. | |
| b. Executive Committee to recommend that the FloridaWest Board vote on these rates at the upcoming full board meeting. | |
| 7. Office Reports: | Chris Platé |
| a. Community Information | |
| b. Economic Development Reports | |
| • Product Development | |
| • Recruitment and Retention Activities | |
| c. CO:LAB Report | |
| d. Marketing Activities | |
| 8. Other Business | David Bear |
| 9. Adjourn | David Bear |

*Action Needed **

Fiscal Year 24-25 Meeting Schedule

Board Meeting: 4th Tuesday of each month from October 2024 to September 2025:

- September 23, 2025: Board Election

Minutes

1. Call to Order:

President David Bear called meeting to order at 8:03 a.m.

2. Administrative Items:

a. Public Notice

Ms. Tabitha Lee confirmed public notice was made on July 2, 2025.

b. Roll Call

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

Staff and Support:

Chris Platé, Tabitha Lee, Patrick Rooney, Annie Rose, Ryan Campbell and Jeff Rogers

Public Present: None

c. Public Comment

Mr. Bear requested public comment, and no comment given.

d. Approval of the Agenda

The agenda for the meeting was reviewed. No comments or corrections were made. Mr. Tilley made a motion to approve the agenda, which was seconded by Dr. Powell. The motion passed unanimously.

3. Financial Report and Minutes:

a. Review of June 2025 Financial Statements

Ms. McNally presented the financial report for the period ending June 30, 2025. The report was reviewed and discussed. Ms. McNally noted that no membership dues were invoiced during the month, contributing to lower revenue. Payroll expenses continued to come below budget, helping to offset other areas of the budget expense side and revenue sides being inflated in the budget. Overall, total expenditures for the month were well below budget, and the organization remains in a solid financial position.

b. Approval of Executive Committee Minutes – June 5, 2025

The minutes from the June 5, 2025 Executive Committee meeting were reviewed. Dr. Powell made a motion to approve the minutes, which was seconded by Mr. Tilley. The motion passed unanimously.

4. Office Reports:

a. Product Development

Mr. Chris Platé provided an update on regional economic conditions, reporting that Escambia County's unemployment rate rose slightly to 3.9% in May 2025, up from 3.8% in April. He also noted the civilian labor force decreased marginally to 149,106 in May 2025 from 149,570 in April. The board acknowledged these figures as important context for workforce and business development planning.

b. Business Development

Mr. Platé provided an update on current business development efforts. He reported continued activity across all park projects, with Tech Park identified as the top priority. An appraisal is being pursued. For Central Commerce Park, preparations are underway to issue an RFQ for master planning, with plans to seek Triumph funding for future build-out. At The Bluffs, a meeting was held with Ascend on July 7, 2025, to discuss agreement terms. Current prospect activity includes 29 active projects—48% new and 52% existing—representing a potential 2,463 new jobs and \$638 million in investment. Four projects have been announced year-to-date, totaling 180 new jobs and \$78 million in capital investment

c. CO:LAB

Mr. Rooney provided an update on CO:LAB's occupancy and performance as of July 1, 2025. He reported that overall occupancy stands at 72.3%, with 7,376 of the 10,206 leasable square feet currently occupied. The first and second floors are performing well with occupancy rates of 87.5% and 85.5%, respectively, while the third floor remains underutilized at 50.4%. CO:LAB currently hosts 26 clients supporting 61 employees, in addition to one virtual tenant. Mr. Rooney noted that while the overall occupancy is slightly below the 80% target, the team continues to explore opportunities to increase utilization, particularly on the third floor.

d. Marketing:

Mr. Rogers provided an update on June 2025 marketing and communications, noting that while FloridaWest.com website traffic dipped from May's peak, it still recorded 767 unique users and 1,695 page views. CyberCoastFlorida.com and CO:LAB.com showed growth, with CO:LAB seeing strong gains in users and page views. Social media platforms also grew steadily, highlighted by a 121% increase in new LinkedIn followers for FloridaWest and significant rises in CO:LAB's Facebook and Instagram engagement. He shared upcoming event details, including the Jupiter Bach Expansion on July 22 and the grand opening on July 31, plus reminders for the next Taco Thursday and 1 Million Cups events at CO:LAB.

5. Other Business:

President Bear asked if there was any other business. There was none.

6. Adjournment:

Mr. Bear adjourned the meeting at 8:59 a.m.

Fiscal Year Meeting Schedule

Board Meeting: 4th Tuesday of each month from October 2024 to September 2025:

- July 22, 2025: FYE 25/26 Budget Due to the PEDC approval per interlocal agreement Nominating committee meet
- August 26, 2025: Board officer nominations
- September 23, 2025: Board Elections

Executive Committee Meetings: 2nd Friday of each month from October 2024 to September 2025:

- July 8, 2025
- August 8, 2025

Respectfully Submitted By:

Dr. Charletha Powell, Secretary
FloridaWest Economic Development Alliance