



**LEE COUNTY  
INDUSTRIAL DEVELOPMENT AUTHORITY  
May 25, 2018**

**Members Present:** David Barton, Ed Bolter, Tom Hoolihan, Wayne Kirkwood, Gail Markham and Robbie Roepstorff

**Member(s) Absent:** Douglas Gyure

**Staff and Guests Present:** Rebecca Czyz, Tiffany Grint, Pamela Johnson, Amy McQuagge, Glen Salyer, Benjamin Small, and Jim Humphrey (IDA Counsel).

**I. CALL TO ORDER**

Chair Robbie Roepstorff called the meeting to order at 10:07 a.m., followed by roll call. Doug Gyure was excused for being out of the country. Ed Bolter joined the meeting at 10:23 a.m.

**II. APPROVAL OF MINUTES**

*A motion to approve the January 26, 2018 IDA meeting minutes was made by Wayne Kirkwood, seconded by Gail Markham, and unanimously approved.*

**III. TREASURER'S REPORT**

**a. Financials (February, March & April 2018)**

Board members consented to Markham's request that the Financial Statements Summary Sheet be constructed on an accrual basis going forward so as to match the other statements. Staff will revise the document accordingly.

*A motion was made to accept the February, March and April 2018 financials by Markham, seconded by Kirkwood, and unanimously approved.*

**b. Investment of Surplus Funds**

Jim Humphrey recommended that the IDA Board follow the Florida Security for Public Deposits Act, Chapter 280, which covers special districts and has collateral requirements as protection for the deposits.

*A motion was made that the IDA Board follow the Florida Security for Public Deposits Act, Chapter 280, which covers special districts and has collateral requirements as protection for the deposits by Markham, seconded by Kirkwood, and unanimously approved.*

*A second motion was made to appoint Chairperson Robbie Roepstorff as the Board's designated Custodian of Funds, in order to purchase local certificates of deposit or high yielding money market accounts from approved institutions by Markham, seconded by Kirkwood, and unanimously approved.*

Roepstorff discussed what constitutes surplus funds, and recommended keeping \$300,000.00 in liquid assets for potential short-term needs. She recommended creating an action plan and discussion regarding future actions ensued.

The Board asked staff and counsel to make a future presentation about both current and potential IDA programs. Additionally, staff will create updated collateral material that members can use to help market IDA programs.

#### **IV. NEW BUSINESS**

##### **a. Legal Fees (November, December 2017; January, February, March, April 2018)**

*A motion was made to accept the Knott Ebelini invoice for November, December 2017; January, February, March and April 2018; in the amount of \$15,172.39 by Kirkwood, seconded by Markham, and unanimously approved.*

#### **V. DIRECTOR COMMENTS**

Amy McQuagge and Rebecca Czyz unveiled the new EDO website. McQuagge showed the Board a few highlights of the new website, noting that data has shown that 75 to 80% of EDO's website traffic is local. That said, the new website was designed to focus on three major topics: start, grow and relocate. These three main topics are geared to help a new entrepreneur start a business, help an established business take the next step towards expansion, and/or a site selector that might be looking to relocate a business to Lee County. There is also a data section; property search capability; several other technical assistance tools; and a calendar that can pull RSS feeds showing all the business events going on in Lee County.

Johnson added that the EDO team attended the Florida Economic Development Council (FEDC) conference and was recognized with an innovative marketing award for its Lee County Limelight Social Media series.

She also shared a new marketing tool that was developed to help market the North Fort Myers pilot program the BoCC approved in January. The video was created to show developers what North Fort Myers could look like if redeveloped.

Roepstorff then shared a BoCC Vision presentation that Commissioner Pendergrass is currently presenting throughout the County. The presentation outlines the County's multi-year strategic priorities.

She then congratulated Markham on receiving a lifetime achievement award from Gulfshore Business.

**VI. ADJOURN**

*With no further business, a motion to adjourn was made by Kirkwood, seconded by Bolter, and unanimously approved. The meeting was adjourned at 11:30 a.m.*