

**MINUTES
HARRISON COUNTY DEVELOPMENT COMMISSION
March 22, 2016**

The regular March meeting of the Harrison County Development Commission was called to order at 8:25 am on Tuesday March 22, 2016 in the Conference Room of the Harrison County Development Commission located at 12281 Intraplex Parkway, Gulfport, Mississippi.

Commissioners present: Sharon Bentz-Mustered, Warren Conway (*entered as noted*), Sam LaRosa, Cliff Kirkland, Jennifer Burke, John "Shorty" Sneed, Brian Gollott and Jimmy Levens
Commissioners absent: President Mark Schloegel, John Atherton, Rip Daniels and Frankie Castiglia.

Staff members present: Executive Director Bill Hessell, Wade Jones, Paula Delcambre, Barbara Rominger and Michelle Walker as recording secretary. Dr. Stephen Whitt, Executive Director with the Innovation Center was also present.

Consultants present: Legal Counsel Jim Simpson, Don Clark with DCC Consultants, David Machado with Machado | Patano and Jeff Riopelle with Knesal Engineering.

The media was notified of this meeting.

I. CALL TO ORDER

Commissioner Sneed called the meeting to order at this time.

II. AGENDA ADJUSTMENTS

Add South Bank Stabilization bid tab under Administrative, Engineering & Maintenance.

Commissioner Burke made a motion to adopt the agenda as amended and seconded by Commissioner Gollott. After discussion, the motion carried unanimously.

III. INTRODUCTION OF GUESTS

Cindy Lamb with Pickering Engineering, Charlie Dellenger with Seymour Engineering, Dax Alexander with BMA, Monica Marlowe with William Carey and Marcia McDowell, Kevin Coggin and Bud Jones with South MS Contract Procurement Center.

IV. MEETING MINUTES

Motion was made by Commissioner LaRosa and seconded by Commissioner Sharon Bentz-Mustered to acknowledge receipt and approve the Board of Commissioners regular meeting minutes from February 23, 2016. After discussion, the motion carried unanimously.

COMMITTEE REPORTS

A. Marketing & Industrial

- **William Carey University School of Pharmacy**
Monica Marlowe gave a presentation on William Carey University School of Pharmacy.
(*Commissioner Conway entered at this time*)

- **Procurement Center**
Marcia McDowell, Kevin Coggin and Bud Jones gave an update on the Procurement Center. Staff recommended to approve \$15,000.00 in funding to the South MS Procurement Center and bring back a recommendation on the requested \$10,000.00 increase after a Finance & Marketing meeting. Commissioner Conway made a motion to accept staff's recommendation to approve \$15,000.00 and to look into the \$10,000.00 increase and seconded by Commissioner Burke. After discussion, the motion carried unanimously.
- **Metadyne Gulfport Tax Abatement**
Taken off the agenda due to lack of information.
- **Wade Jones Marketing Report**
Wade Jones gave an update on Marketing.

B. Innovation Center

Stephen Whitt provided a report on the current status of the Innovation Center.

C. Administrative, Engineering & Maintenance

- **Bid Tab Bank Stabilization**
Staff recommended to award contract to the lowest bidder, Bertucci Contracting, subject to Dax Alexander performing due diligence on the company. Commissioner Kirkland made a motion to accept staff's recommendation and seconded by Commissioner Levens. After discussion, the motion carried unanimously.
- **North Harrison County Industrial Complex (NHCIC) Update**
Jeff Riopelle and David Machado gave an update on NHCIC. Project complete except for filing plat.
- **MS State Port – Dredge Disposal Request**
Commissioner LaRosa made a motion to approve the dredge spoil disposal request from the MS State Port in the Bernard Bayou Industrial Seaway and seconded by Commissioner Levens. After discussion, the motion carried unanimously.
- **Leave Policy**
Bill Hessell gave an update on the leave policy. Commissioner Sneed suggested taking no action on the leave policy until the April meeting and Legal Counsel Jim Simpson to check into the FMLA.

D. Finance

- **Operations Financial Statements for February 2015**
Commissioner LaRosa made the motion to approve all Operation statements for February 2015 and Commissioner Burke seconded the motion. After discussion, the motion carried unanimously.
- **Utilities Financial Statements for February 2015**
Commissioner LaRosa made the motion to approve all Utility statements for February 2015 and Commissioner Burke seconded the motion. After discussion, the motion carried unanimously.

- **Operations Claims for February 2015**
Commissioner LaRosa made a motion to approve all claims for Operation for February 2015 and Commissioner Burke seconded the motion. After discussion, the motion carried unanimously.
- **Utilities Claims for February 2015**
Commissioner LaRosa made the motion to approve all claims for Utilities for February 2015 and Commissioner Burke seconded the motion. After discussion, the motion carried unanimously.
- **Transfer Charter Money Market to Operating Cash**
Move \$500,000 from Charter Bank to Operating Account.

V. Directors Report

- Bill Hessel provided a director's report.

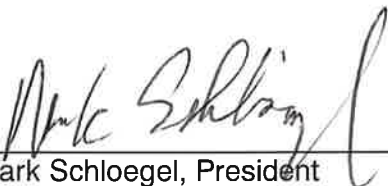
VI. Old/New Business

- Commissioner Kirkland made a motion for HCDC to assist in the broadband internet study and seconded by Commissioner Levens. After discussion, the motion carried unanimously.

VII. Legal

VIII. ADJOURN

There being no further business to come before the Commission, the meeting adjourned at 10:35 am.



Mark Schloegel, President



John "Shorty" Sneed, Secretary