



EXECUTIVE COMMITTEE MEETING AGENDA (In Person Meeting)

Wednesday, August 3, 2022 – 9:00 – 10:15 a.m.

Indian River State College Chastain Campus – Wolf Technology, Building C
2400 SE Salerno Road, Stuart, FL 34997

1. 9:00 am **Welcome, Call to Order and Roll Call** – Jeff Leslie, President of the Board
2. 9:05 am **Public Comments**
3. 9:10 am **Partner Comments**
4. 9:15 am **Approval of June 1, 2022 Minutes (Action Item)**
5. 9:20 am **Discussion: BDB Director Position Description** – Jeff Leslie
6. 9:30 am **Discussion: BDB Office Lease** – Joan K. Goodrich, Executive Director
7. 9:40 am **Discussion: Martin County Incentives Toolbox Project** – Pierre Taschereau, Business Development Executive
8. 10:10 am **Officer Comments and Updates** – All
9. 10:15 am **Adjournment**

Upcoming Meetings | Events

- BDB Board of Directors:** Wednesday, August 10, 8:30 am, IRSC Chastain – Bldg. C
FPL Economic Development Team FAM Tour: Wednesday, August 10, 12 – 5 pm
2022 BDB At-Large Director Application Deadline: Friday, August 19, 2022
2022 Martin County Call for Nominations Deadline: Friday, August 26, 2022
BDB Executive Committee: Wednesday, September 7, 9:00 am, IRSC Chastain – Bldg. C
BDB Partner’s Council: Friday, September 9, 8:30 am, Location TBA
BDB Board of Directors Meeting with Annual Board Photo Session (8:15 am):
Wednesday, September 14, 8:30 am, IRSC Chastain – Bldg. C
BDB Talent Advancement Team Meeting: Monday, September 19, 1:00 pm, Stuart-MC Chamber
SAVE THE DATE: 2022 MC Business Awards Luncheon:
Friday, December 9, 2022, 11:30 am – 1:30 pm, Hutchinson Shores Resort & Spa

8/2/2022 9:50 AM

A Stronger Economy is Everyone’s Business.



BDBMC EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, June 1, 2022

Indian River State College Chastain Campus – Wolf Technology, Building C
2400 SE Salerno Road, Stuart, FL 34997

Present: Jeff Leslie, Eric Kiehn, Patrick Gleason
Absent: Tommy Bueno, Pierre Taschereau
Staff: Joan K. Goodrich, Ike Crumpler, Jaymie Sardo, Lynn Smith

1. **Call to Order & Welcome:** The meeting was called to order at 9:12 am by Jeff Leslie, President of the Board
2. **Public Comments:** None
3. **Partner Comments:** None
4. **Approval of May 4, 2022, Executive Committee Minutes:** Eric Kiehn moved to accept minutes as presented. Seconded by Patrick Gleason. Approved 3 – 0.
5. **2 x 2 x 2.5 Board Initiative:** Joan K. Goodrich highlighted the status of the Board's Initiative:
 - **Testimonials:** Currently, there is a 57 percent board participation. At the May 4th Executive Committee meeting, PR Advisor Ike Crumpler was asked to proactively draft messaging for missing testimonials which has been completed and sent awaiting feedback and responses.
 - **Pulse Visits:** 59 visits to date have been completed and the BDB is on track to meet the goal of 75 as additional visits are scheduled. Board members have assisted with 25 of the completed visits.
 - **Fundraising:** 64 percent of board participation has been achieved with a target of 100 percent.

Additionally, and following discussion around how the organization better prepares future Board members, it was suggested that a Board Position Description be drafted.

6. **Discussion: Pulse Visits and General Assistance Requests:** It was reported the BDB staff team is formulating new business processes to better track service requests associated with Pulse Visit and general assistance requests that are received online, by phone or in person. It is estimated that nearly 50% of visits are requiring follow-up and business assistance services. Executive Committee members stressed the importance of the touch points following the initial Pulse visit and the opportunity through additional touchpoints to grow these relationships. It was suggested that the time spent by volunteers and Directors conducting the visits be recorded and that the key question of: What is the one thing we can do for your today? be added to conversations.
7. **Discussion: Event Options for 2022 Martin County Business Awards:** Following the staff presentation of the annual awards event as either a luncheon or dinner option (including the budget ramifications for each), the Executive Committee suggested that the BDB event remain as a luncheon.

- 8. Follow-Up from May 24 BDB Special Meeting:** Joan K. Goodrich requested direction on the idea generated at the BDB Board's Special Meeting to add 'Martin County Family Profiles' to the BDB's marketing and communications strategies. Given limited time and resources for the "Now's the Time" campaign and the efforts already in process to obtain audio testimonials of 'Why Martin County is Good for Business' it was suggested to table the idea.
- 9. Officer Comments and Updates:** Following a request to provide an update on prospect and lead activity, Joan K. Goodrich highlighted the relocation of a new neon (LED) customized sign company to Martin County; the retention of BD Liberator Medical Supply at Witham Field; a global sports brand headquarters prospect; and the recent discussions with a few leads seeking to site vertiports (eVTOL – electric vehicle vertical take-off and landing) or testing facilities in Southeast Florida. Lastly, Mrs. Goodrich spoke about the lead interests being generated by Cushman & Wakefield for the South Florida Gateway project and the BDB's upcoming Martin County Commercial Real Estate Roundtable on June 16, 2022 led by Pierre Taschereau.
- 10. Adjournment:** There being no further business, the meeting was adjourned at 10:40 am.



Board Member Position Description

Founded in 1991, The Business Development Board of Martin County (BDB) is a 501(c)6 not-for-profit economic development corporation whose mission is to “champion and strengthen Martin County’s economy.”

The BDB helps business owners, entrepreneurs and executives to start, grow, stay, invest and relocate to Martin County, Florida. With a strong collaborative spirit alongside the area's chambers of commerce, employers, education, industry, non-profit and talent-workforce leaders, the BDB seeks to: 1) tout Martin County is open for business; 2) foster leading industries and good jobs; 3) launch, retain and grow Martin County businesses and local talent; and 4) promote strategic economic development areas and districts to job creators.

As a public-private partnership, the BDB is funded by the Martin County Board of County Commissioners (through a multi-year services agreement) and local businesses, entities and institutions who make annual contributions and support economic development events and activities through sponsorships.

To learn more and to see the BDB’s Business Plans and Quarterly Reports, visit www.bdbmc.org.

Expectations of the Board as a Whole

As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for

- determining the mission and purposes of the organization
- selecting and evaluating the performance of the Executive Director
- strategic and organizational planning
- ensuring strong fiduciary oversight and financial management
- fundraising and resource development
- approving and monitoring the BDB’s programs and services
- enhancing the BDB’s public image
- assessing its own performance as the governing body of the BDB



Expectations of Individual Board Members

Each individual board member is expected to:

- know the organization's mission, policies, programs, and needs
- closely read and understand the organization's financial statements
- serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for the BDB to advance its mission
- leverage connections, networks, and resources to develop collective action to fully achieve the BDB's mission
- participate in Board initiatives that seek to advance the BDB's business plan
- give (or get) a financial donation to the organization in the amount of \$2,500
- participate in (or schedule) at least two visits to local businesses and companies
- help identify personal connections that can benefit the organization's fundraising and reputational standing, and can influence public policy
- prepare for, attend, and conscientiously participate in board meetings
- follow the organization's bylaws, policies, and board resolutions
- sign an annual conflict-of-interest disclosure and update it during the year, if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings
- maintain confidentiality about BDB prospect-client matters, as needed

Term

Each Board Member's term is two-years and becomes effective October 1 unless the Board Member is completing a term for an open position. Board Members may serve an unlimited number of successive terms of office to the BDB Board of Directors.

Meetings and Attendance

Generally, BDB Board of Directors meetings (which are open to the public) are held monthly on the second Wednesday of the month, 8:30 am at a public location. Good attendance is expected so community interests provided by the Board Member can be represented.

For more information about serving as a Board Member to the BDB, contact Joan K. Goodrich, Executive Director at 772.221.1380 or joan@bdbmc.org.

First Amendment of Lease Agreement

Extension of Lease Agreement dated August 4, 2016 (the "Lease") between Corsair Capital Corporation, (the "Landlord") and the Business Development Board of Martin County, 1002 SE Monterey Commons Blvd., Suite #207, Stuart, FL 34996 (the "Tenant").

Landlord and Tenant each agree to extend the term of the Lease dated August 4, 2016 of Suite 207 in the Rubicon building at 1002 SE Monterey Commons Blvd for a period of one (1) year commencing on August 1, 2020 and terminating on July 31, 2021 with a further right of renewal or extension for three periods of one (1) year beginning August 1, 2021 and ending on July 31, 2024.

During the extended term, Tenant shall continue to pay Landlord a Base Rent of \$1,337.46 payable in advance on the first of each month.

All other terms and conditions of the Lease dated August 4, 2016 shall remain in effect during the renewal or extension period. This First Amendment of Lease Agreement shall be binding upon and shall inure to the benefit of the parties, their successors, assigns and personal representatives.

This First Amendment is dated and signed below on this 1st day of July, 2020.

Witnesses as to Landlord:

[Signature]
Catherine McNeal

Landlord:

Corsair Capital Corporation,
A Florida Corporation

By: *[Signature]*
E. Daniel Morris, President

Witnesses as to Tenant:

[Signature]
[Signature]

Tenant:

Business Development Board of Martin County

By: *[Signature]*, Executive Director



AGENDA ITEM # 6

June 10, 2020

Consideration of First Amendment of Lease Agreement

Background:

The Business Development Board of Martin County (BDBMC) executed a lease agreement comprising of approximately 970 actual sq. ft. and 1,145 rentable square feet on the second floor of the Rubincon Building at 1002 SE Monterey Commons Boulevard, Suite 207 on August 4, 2016.

The term of the lease was for four (4) years beginning on August 1, 2016 and ending July 31, 2020. The BDBMC was given the option to renew the lease for two periods of four (4) years and needed to notify Corsair Capital Corporation (Landlord) in writing of its interest to renew the lease for an additional period which it did on January 29, 2020. Additionally, initial monthly base rent of \$1,189 would increase 4% during the initial term of the lease and during any renewal period.

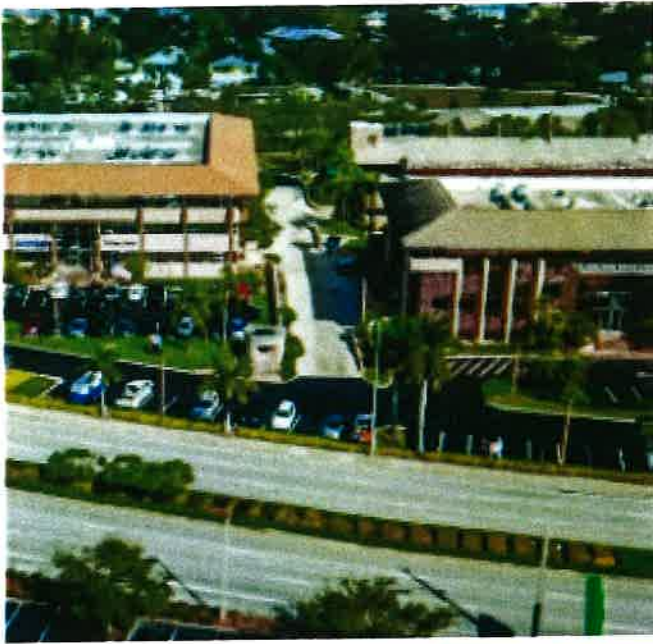
In January 2020, staff discussed the issue with the BDBMC's Executive Committee and was given direction to work with the Landlord to determine if a short-term extension of one-year would be possible as additional time was needed by staff to determine what the future office and space needs of the organization would be beyond 2021.

Currently, the BDBMC's monthly rent is \$1,922.42, comprised of a monthly base rental of \$1,337.46; monthly CAM and real estate taxes of \$472.73 and sales tax (6.2%) of \$112.23.

The Landlord has agreed to an extension of the BDBMC's lease for a one-year period commencing August 1, 2020 and terminating on July 31, 2021 with a further right of renewal, if needed (see attached). The base rent would be \$1,390.95 (\$14.58 per RSF and a 4% increase over current base rent) plus CAM and taxes.

Staff Recommendation:

Motion to approve the First Amendment of Lease Agreement with Corsair Capital Corporation and for a one-year period beginning August 1, 2020 and terminating on July 31, 2021.



MARTIN COUNTY | FLORIDA

NOW'S THE time

ECONOMIC DEVELOPMENT INCENTIVES

Martin County, Florida is open for business and has a jobs creation and incentives toolbox to assist growing companies who are making site location decisions. The Business Development Board of Martin County is here to help navigate the process. Call Pierre Taschereau, Business Development Executive at 772-221-1380.

EXPEDITED REVIEW AND IMPACT FEE RELIEF

Designed to help targeted industry businesses who are building new facilities or rehabilitating existing office and industrial properties.

Create a minimum of 10 good-paying jobs* and/or make a capital of investment of \$10 million and your project may be eligible.

INDUSTRIAL DEVELOPMENT BONDS

Tax-exempt industrial bond financing available to manufacturers, processors, fabricators, water-sewer, solid-waste, qualified hazardous waste and 501c3 organizations.

JOB CREATION GRANT & OPPORTUNITY FUNDS

Targeted industry businesses thinking about investing in new facilities and creating a minimum of 10 good-paying jobs with health care benefits and who generate at least 50% of their revenues outside of Florida may be eligible for this program.

LSTAR ZONING

Allows life science, technology, research companies to locate in non-traditional spaces and create site plans under unique thresholds.

PROPERTY TAX EXEMPTION PROGRAM

An exemption of up to 100% of the assessed value of all improvements to real property and all tangible personal property may be provided by the Board of County Commissioners for up to 10 years for manufacturers, commercial operations and/or office operations with 50 or more employees or up to 20 years for data centers who are making new capital investments in Martin County.



2022

MARTIN COUNTY BUSINESS AWARDS



2021 Business Award Recipients

SAVE THE DATE!
FRIDAY, DECEMBER 9, 2022
11:30 AM - 1:30 PM

Hutchinson Shores Resort & Spa

**CELEBRATE THE BEST
OF LOCAL BUSINESS**

www.bdbmc.org

Business | Headquarters | Manufacturer | Newcomer | Non-Profit of the Year
Company to Watch | Entrepreneur | Youth Entrepreneur of the Year
Charlene Hoag Leadership Award

Call for Nominations Now Open and Due August 26, 2022

Get Seats through Sponsorship at www.bdbmc.org
Questions? Call Lynn Smith at 772-221-1380.

