

**MINUTES**  
**HARRISON COUNTY DEVELOPMENT COMMISSION**  
**May 23, 2017**

The regular May meeting of the Harrison County Development Commission was called to order at 8:30 am on Tuesday May 23, 2017 in the Conference Room of the Harrison County Development Commission located at 12281 Intraplex Parkway, Gulfport, Mississippi.

Commissioners present: President Mark Schloegel, Brian Gollott, John "Shorty" Sneed, Frankie Castiglia (exited and noted), Rip Daniels (exited and noted), Sam LaRosa and Jimmy Levens (exited and noted), John Atherton (exited and noted), Cliff Kirkland (exited and noted), Sharon Bentz-Mustered (exited and noted), Jennifer Burke (exited and noted) and Warren Conway (exited and noted). Commissioners absent: None

Staff members present: Executive Director Bill Hessell Paula Delcambre, Wade Jones, Dana Burdine, Marcia Crawford, Brandi Hough and Michelle Walker as recording secretary. Dr. Stephen Whitt, Executive Director with the Innovation Center was also present.

Consultants present: Legal Counsel Jim Simpson and Don Clark with DCC Consultants.

The media was notified of this meeting.

**I. CALL TO ORDER**

Commissioner Schloegel called the meeting to order at this time.

**II. AGENDA ADJUSTMENTS**

Add Executive Director Position and Busby Signs under Administrative, Engineering & Maintenance

Add Port of Gulfport under New Business

**III. INTRODUCTION OF GUESTS**

Cindy Lamb with Pickering, Brent Busby and Leonard Busby with Busby Signs, Chip Westbrook with Page, Mannino & Peresich, Brandon Payne with The Payne Group, Chris Taylor and Mike Guel with Wright, Ward, Hatten & Guel.

**IV. MEETING MINUTES**

Motion was made by Commissioner Atherton and seconded by Commissioner Conway to acknowledge receipt and approve the Board of Commissioners regular meeting minutes from April 18, 2017. After discussion, the motion carried unanimously.

## V. Vote Items

- **Wright, Ward, Hatten & Guel**

Commissioner Atherton made a motion to accept the audit as presented and seconded by Commission Burke. After discussion, the motion carried unanimously.

Commissioner Atherton asked Director to address the issue of travel reimbursement using credit cards.

## COMMITTEE REPORTS

### A. Marketing & Industrial

#### **Wade Jones Report**

Wade Jones gave an update on Marketing.

#### **Economic Development Event**

Commissioners gave a positive feedback on the Economic Development event. Consensus was to consider an event in 2018.

#### **Procurement Request for Annual Funding**

Procurement Center asked for an increase in HCDC's funding in the amount of \$10,000 for a total of \$25,000. Staff recommended an annual contribution in the amount of \$15,000. Commissioner LaRosa made a motion to approve staff's recommendation in the amount of \$15,000 and seconded by Commissioner Atherton. Commissioner Daniels Abstained. Motion passed with an affirmative vote.

### B. Innovation Center

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

Commissioner Castiglia made a motion to consider going into Executive Session to discuss an agreement proposed with Busby Signs to occupy and utilize HCDC property and seconded by Commissioner Conway. Motion passed.

After discussion, Commissioner Burke made a motion to go into Executive Session and seconded by Commissioner Conway. The motion carried unanimously.

Entered into Executive Session 9:37 am.

Exited Executive Session 10:30.

No action taken.

*(Commissioner Atherton, Burke, Levens, Daniels and Bentz-Mustered exited at this time)*

### C. Finance

- **Operations Financial Statements for April 2017**

Commissioner LaRosa made the motion to approve all Operation statements for April 2017 and Commissioner Conway seconded the motion. After discussion, the motion carried unanimously.

- **Utilities Financial Statements for April 2017**

Commissioner LaRosa made the motion to approve all Utility statements for April 2017 and Commissioner Conway seconded the motion. After discussion, the motion carried unanimously.

- **Operations Claims for April 2017**

Commissioner LaRosa made a motion to approve all claims for Operations for April 2017 and Commissioner Castiglia seconded the motion. After discussion, the motion carried unanimously.

- **Utilities Claims for April 2017**

Commissioner LaRosa made the motion to approve all claims for Utilities for April 2017 and Commissioner Castiglia seconded the motion. After discussion, the motion carried unanimously.

*(Commissioner Kirkland exited at this time)*

**Lack of Quorum meeting adjourned.**

  
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Mark Schloegel, President

  
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John "Shorty" Sneed, Secretary