

HWO Holdings, LLC

BOARD MINUTES

Thursday, April 8, 2021 at 8:46 AM

Healthy West Orange Building

1200 E. Plant Street, Ste 210

Winter Garden, FL 34787

The Board of Directors of the Foundation for a Healthier West Orange (HWO, Inc.), in its capacity as the manager and sole member of HWO Holdings, LLC (HWO Holdings), met on Thursday, April 8, 2021 at the Healthy West Orange Building. Chair J. Whiddon called the meeting to order at 8:46 a.m. A quorum was established, with the following **Directors Present:** M. Marsh, K. Vargas, J. Whiddon, N. Sutton (remotely); and **Others Present:** T. Swanson, L. Boettcher, K. Harker, P. Brown, L. Buckley, J. Jonasen (Gunster).

No members of the public were in attendance, so invitation for public comment was not necessary.

J. Jonasen shared the formality of how the meetings are being conducted to the newcomers, K. Vargas and P. Brown.

APPROVAL OF MINUTES

Action Taken: Upon a motion duly made and seconded, the minutes of the March 3, 2021 meeting of the Board were unanimously approved.

FINANCE REPORT – FEBRUARY 2021

K. Harker referred the Board to the previous discussion of the financial report, called attention to the subsections concerning HWO Holdings, LLC, and asked for any additional questions or clarifications.

Action Taken: Upon a motion duly made and seconded, the financial report for February 2021 was unanimously approved.

COMMUNITY SPACE REVIEW

Chair J. Whiddon called upon T. Swanson to discuss the Community Space Review. J. Jonasen reminded the board of the approval made during the Foundation board meeting for HWO, Inc. to transfer funds up to \$300,000 to HWO Holdings for purposes of overseeing the community space buildout.

Board Action: A motion was duly made, seconded and unanimously approved authorizing staff to receive the transfer of \$300,000 from HWO, Inc. to HWO Holdings, LLC for purposes of building out the community space.

HWO Holdings, LLC

T. Swanson and L. Boettcher shared the design plans for the community space. T. Swanson was asked to research the cleaning/maintenance for the type of ceiling planned. T. Swanson indicated it would probably be more cost effective to have the District Office and non-profit incubator space adjacent to the community center finished as shell space with walls, flooring and ceilings, while immediately following the community space work. T Swanson shared that the most expedient method for moving forward with the community space build out would be to select either McCree or RC Stevens, given their familiarity with the space and the current construction. She requested permission to seek bids from both contractors in a cost-plus format.

Action Taken: Upon a motion duly made, seconded, and unanimously approved, staff was authorized to move forward with plans for the buildout of the building and to proceed with getting quotes from RC Stevens and McCree and to prepare a recommendation for the Board.

DISTRICT AUTHORIZATION AGREEMENT


Chair J. Whiddon called upon T. Swanson to discuss the District Authorization Agreement. T. Swanson shared that the District had empowered HWO, Inc. and HWO Holdings to act on their behalf and contract with vendors directly to provide maintenance and operating services for the building. The agreement dated February 1, 2020 authorizes HWO, Inc. and HWO Holdings to negotiate and enter into agreements directly with vendors and contractors for services to be performed for the Healthy West Orange Building at 1200 E Plant St.

Action Taken: A motion duly made and seconded was unanimously approved to ratify the agreement with the West Orange Healthcare District authorizing HWO, Inc. and HWO Holdings, LLC to enter into agreements with vendors and contractors directly for services for the maintenance and upkeep of 1200 E. Plant St.

OPEN FORUM

T. Swanson provided an update on potential lessees indicating there is one lease under development and several promising letters of intent in the works.

The meeting was adjourned at 9:25 a.m.



Jaclyn Whiddon, Chair