

# Agenda

# Hardee County Economic Development Council Hardee County Industrial Development Authority

**Regular Meeting** 

August 9, 2022 at 8:30 AM

Commission Chambers 412 W. Orange Street, Room 102, Wauchula, FL 33873

## **Board Members**

Lee Mikell, Chairman Barney Cherry, Vice-Chairman Gene Davis Calli Ward Courtney Green



#### 2. APPROVAL OF AGENDA

PLEASE TURN OFF CELL PHONES

#### **3. APPROVAL OF MINUTES**

1. Chairman Mikell -July 2022 Minutes

**ACTION RECOMMENDED:** Motion to approve the July 2022 minutes as presented.

#### 4. AGENDA ITEMS

- 1. Charlie Cox -DRAFT EDC Budget for FY 2022-2023
- 2. Charlie Cox -DRAFT IDA General Fund and Special Revenue Fund Budget for FY 2022-2023
- 3. Charlie Cox -DRAFT IDA Ona Mine Budget for FY 2022-2023
- 4. **Denise Grimsley -Mining Study**
- 5. Justin Smith -Mancini Purchase
- 6. Sarah Evers -SBDC Funding Request for FY 2022-2023
- 7. Attorney Nash -Wauchula Venture Second Amendment to the Sale and Purchase of Real and Personal Property

**ACTION RECOMMENDED:** Motion to approve the second amendment to the Sale and Purchase of Real and Personal Property with Wauchula Ventures, LLC and authorize the Chair to sign.

8. Justin Smith - Visit Hardee- Pioneer Park Days Reimbursement Request

ACTION RECOMMENDED: Board's discretion

9. Sarah Evers -Policy Update

Hardee County Economic Development Council/Hardee County Industrial Development Authority Agenda Page 3

August 9, 2022

**ACTION RECOMMENDED:** Motion to approve the EDC/IDA Rules of Procedure.

#### **5. EXECUTIVE REPORT**

#### 6. FINANCIAL REPORT

#### 1. Kristi Schierling -July 2022 EDC/IDA Financials

**ACTION RECOMMENDED:** Motion to approve the July 2022 EDC/IDA financials as presented.

#### 7. ANNOUNCEMENTS/OTHER BUSINESS/PUBLIC COMMENTS

8. ADJOURNMENT

July 2022 Minutes Appointment From the ClearLine Kristi Schierling, Office Manager

Attachments: July 2022



# Minutes

# Hardee County Economic Development Council Hardee County Industrial Development Authority

# **Regular Meeting**

July 12, 2022 at 8:30 AM

# Commission Chambers 412 W. Orange Street, Room 102, Wauchula, FL 33873

## **Board Members**

Lee Mikell, Chair Barney Cherry, Vice Chair Gene Davis Calli Ward Courtney Green



Attendee Name	Title	Status	Arrived
Gene Davis	Board Member	Present	
Calli Ward	Board Member	Present	
Courtney Green	Board Member	Present	
Lee Mikell	Chairman	Present	
Barney Cherry	Vice-Chairman	Present	
Denise Grimsley	Economic Development Director	Present	
Shannon Nash	IDA Board Attorney	Present	

Visiting: Sharon Moye, Michael Kelly, Lawrence McNaul, Noey Flores and Russ Melendy Staff: Denise Grimsley, Sarah Evers, Kristi Schierling, Justin Smith and Krystin Chapman EDC/IDA Attorney: Shannon Nash

#### 2. APPROVAL OF AGENDA

1. Motion to approve the agenda as presented

<b>RESULT:</b>	APPROVED [UNANIMOUS]
<b>MOVER:</b>	Courtney Green, Board Member
SECONDER:	Gene Davis, Board Member
AYES:	Davis, Ward, Green, Mikell, Cherry

#### **3. APPROVAL OF MINUTES**

1. Lee Mikell -June 2022 EDC/IDA Minutes

<b>RESULT:</b>	APPROVED [UNANIMOUS]
<b>MOVER:</b>	Calli Ward, Board Member
SECONDER:	Gene Davis, Board Member
AYES:	Davis, Ward, Green, Mikell, Cherry

#### 4. AGENDA ITEMS

#### 1. Lee Mikell - Employment Contract for Denise Grimsley

Attorney Nash briefly explained the employment contract. Ms. Grimsley's start date is July 5th, 2022. After review of the contract Mr. Cherry had questions. He asked if 12 months of severance pay was normal. Should it be shorter? Attorney Nash explained that this was negotiated between Ms. Grimsley and Mr. Lambert before he left. In executive contracts, 12 months is a standard. This will only apply if the board decides to terminate Mr. Grimsley without cause. It is 12 months or the remainder of the term under the agreement, whichever is less. Discussion was had regarding the PTO amount.

Barney Cherry made a motion and was seconded by Gene Davis to approve the employment contract for Denise Grimsley and authorize the Chair to sign.

APPROVED [UNANIMOUS]
Barney Cherry, Vice-Chairman
Gene Davis, Board Member
Davis, Ward, Green, Mikell, Cherry

#### 2. Lee Mikell - Agreement for Contracted Services- Bill Lambert

Attorney Nash reviewed the agreement for Bill Lambert. Mrs. Ward asked that the services be read into the record. Attorney Nash read "..The IDA/EDC hereby retains consultant to use his experience and knowledge to assist with various transition projects as requested by the current EDC Executive Director. Such transition projects may include, but are not limited to providing advice and historical knowledge concerning IDA/EDC agreements, community partners, Hardee County development orders, and past, current, or anticipated projects of the IDA/EDC; and facilitating with key contacts including external stakeholders, community partners and leaders, and membership organizations." The rate of pay will be \$45/hour and consultant shall not provide more than 80 hours of work per month unless authorized by the IDA/EDC Executive Director. The term of this contract shall begin July 12, 2022 and end on December 31, 2022 terminated earlier or extended by written notice.

Gene Davis made a motion and was seconded by Courtney Green to approve the Agreement for Contracted Services and authorize the Chair to sign.

<b>RESULT:</b>	APPROVED [UNANIMOUS]
<b>MOVER:</b>	Gene Davis, Board Member
SECONDER:	Calli Ward, Board Member
AYES:	Davis, Ward, Green, Mikell, Cherry

#### 3. Justin Smith -Hardee County Commerce Park Plat

The map was pulled up on the screen. This map shows the lot lines. We will dedicate the utilities and roadways to the County. Today we are approving the Chair to sign any documents to hand over to the County. There will be 20 new lots.

Calli Ward made a motion and was seconded by Barney Cherry to approve the plat for the Hardee County Commerce Park and authorize the Chair to sign all documents.

<b>RESULT:</b>	APPROVED [UNANIMOUS]
<b>MOVER:</b>	Calli Ward, Board Member
SECONDER:	Barney Cherry, Vice-Chairman
AYES:	Davis, Ward, Green, Mikell, Cherry

#### **5. UPDATES**

#### 1. Justin Smith - Executive Report

Justin Smith provided the July report. We plan to have the ribbon cutting for Pacer in late September. It is already fully operational. The solar field is fully operational and we plan to have a tour soon. We are waiting on permits from the building department for the buildings at 17 & Main St. Once we get started on the building, we have an estimated completion of 60 days. Mr. Smith stated that there have been great responses from the community on completing the speed test. Kinbro was at the Chamber monthly luncheon last month. Thomas Trevino spoke about their growth and success. The EDC office is working on a strategic planning process. We are identifying strengths, weaknesses and opportunities. Everyone will start to hear new catch phrases which are

#### Hardee County Economic Development Council/Hardee County Industrial Development Authority Minutes Page 4

#### July 12, 2022

engaged, innovative and purposeful. Mr. Cherry asked about the Incubator and Mancini. Mr. Smith said they are still moving forward.

Mr. Grimsley added that we will begin to focus on key areas of transportation, education, healthcare, agribusiness and onboarding of new businesses. We also need to develop a program within the office for on boarding of new members.

#### 6. FINANCIAL REPORT

#### 1. Kristi Schierling -June 2022 EDC/IDA Financials

Calli Ward made a motion and was seconded by Courtney Green to approve the June 2022 EDC/IDA financials as presented.

<b>RESULT:</b>	APPROVED [UNANIMOUS]
<b>MOVER:</b>	Calli Ward, Board Member
SECONDER:	Courtney Green, Board Member
AYES:	Davis, Ward, Green, Mikell, Cherry

#### 7. ANNOUNCEMENTS/OTHER BUSINESS/PUBLIC COMMENTS

Noey Flores spoke Lee Mikell spoke

#### 8. ADJOURNMENT

DRAFT EDC Budget for FY 2022-2023 Appointment From the ClearLine Kristi Schierling, Office Manager DRAFT IDA General Fund and Special Revenue Fund Budget for FY 2022-2023 Appointment From the ClearLine Kristi Schierling, Office Manager DRAFT IDA Ona Mine Budget for FY 2022-2023 Appointment From the ClearLine Kristi Schierling, Office Manager Mining Study Appointment From the ClearLine Kristi Schierling, Office Manager Mancini Purchase Appointment From the ClearLine Kristi Schierling, Office Manager SBDC Funding Request for FY 2022-2023 Appointment From the ClearLine Kristi Schierling, Office Manager

Attachments: Updated SBDC Hardee Agreement for 22-23 Signed by USF\_7-21-22

#### FIXED PRICE AGREEMENT FOR EDUCATION SERVICES

This Agreement for Education Services ("Agreement") is between Hardee County Economic Development Council, Inc. a Florida not for profit corporation, (the "Council"), whose address is 107 East Main Street, Wauchula, FL 33873, and The University of South Florida Board of Trustees, contracting agent of the University of South Florida (USF) and the Florida Small Business Development Center at USF (the "Center"), whose address is 4202 East Fowler Avenue, Tampa, Florida 33620. The County and the Center agree as follows:

**A.** Educational Services. The Council and the Center will work together to facilitate the provision of educational services to small businesses. To that end, they have the following responsibilities:

- 1. The Center will:
  - a) Provide one business consultant to serve in Hardee County.
  - b) Provide no-cost, one-on-one business consulting to existing and aspiring small business owners in Highlands, Hardee, and DeSoto counties.
  - c) Engage in community outreach; i.e., build and maintain relationships with financial institutions, chambers of commerce, economic development agencies and other similar agencies; and attend events that promote small business interests.
  - d) Schedule a minimum of nine low-cost entrepreneurial training events available to Highlands, Hardee, and DeSoto County entrepreneurs. Training will consist of in-person and/or online events.
  - e) Include the Hardee County Economic Development Council logo on the FSBDC at USF website and link back to the Hardee County Economic Development Council website.
  - f) Deliver a minimum of 340 total Consulting hours (includes consulting, preparation time, and travel to client site) to aspiring and existing Highlands, Hardee, and/or DeSoto County businesses.
- 2. The Council will:
  - a) Dedicate Council website space to support the Center's services for existing and aspiring Hardee County businesses, including confidential no-cost consulting, business assessments, financial analysis, market research, strategic marketing plans, international trade, and government contracting assistance.
  - b) Maintain an adequate supply of the Center's marketing materials at Council office.
  - c) Refer clients to the Center's office.

4.6.a

#### B. Contacts of the Parties.

For Council:

Administrative Contact:

Sarah Evers Hardee County Economic Development Council 107 East Main Street Wauchula, FL 33873 <u>www.hardeebusiness.com</u>

Phone: (863) 773-3030 Work (863) 781-4369 Mobile Sarah.evers@hardeemail.com For Center:

Project Director:

Carlton Hadden, II Regional Director Florida Small Business Development Center University of South Florida 3802 Spectrum Blvd., Suite 201 Tampa, FL 33612

Phone: (813) 396-2700 Carltonh@usf.edu

Administrative Contact:

Laura Beagles Sponsored Research University of South Florida 3702 Spectrum Blvd., Suite 165 Tampa, FL 33612-9445

Phone: (813) 974-5211 Ibeagles@usf.edu

C. **Notices.** Any notices given under this Agreement must be in writing and sent to the administrative contact of the party for which notice is intended, as set forth above. Notices may be delivered by certified mail, return receipt requested, or by hand delivery, courier, or fax, with proof or confirmation of receipt. Notices are effective when received.

D. **Payment and Invoices.** In consideration of the Center's performance under this Agreement, the County will pay the Center a fixed price total of \$3,605, inclusive of indirect costs at a rate of 5%: The EDC/Council will issue payment within 30 days after receipt of an acceptable invoice from the Center. The Center will submit its invoices in accordance with Attachment 1, Method of Payment.

E. **Modification of Agreement.** The parties may modify this Agreement by written amendment signed by both parties.

F. **Liability.** Each party is responsible for all claims arising out of its own performance under this Agreement and that of its officers, employees, agents, volunteers, and students.

G. Independent Contractors. The parties to this Agreement are independent contractors, and the officers, agents, contractors, and employees of one are not, by virtue of this Agreement, the officers, agents, contractors, or employees of the other.

#### н. Term and Termination.

- 1. This Agreement is effective October 1, 2022, through September 30, 2023.
- 2. The parties may terminate this Agreement at any time by mutual written consent.
- 3. Either party may terminate this Agreement, with or without cause, upon no less than 30 days' written notice to the other party.
- 4. The Center may terminate this Agreement immediately upon written notice to the Council if the Council commits an act or omits to take any action that in the good faith belief of the Center jeopardizes a participant's health or safety.
- 5. In the event of early termination, the Council will compensate the Center for costs and non-cancellable commitments incurred prior to the date of termination.

By their signatures below, both parties acknowledge and agree that they will comply with all applicable federal, state, and local laws, regulations, and guidelines relating to their performance under this Agreement, including but not limited to those pertaining to nondiscrimination, privacy rights of participants, maintenance and disclosure of records, and confidential information. This Agreement includes Attachment 1.

Hardee County Economic Development Council

By: Chairman

Date:

#### The University of South Florida Board of Trustees

By:

Eric M. Kern, o=University of South Eric M. Kern Florida, ou=Director, Sposnsored Research email=rsch-awards@usf.edu. c=US

Digitally signed by Eric M. Kerr

Eric M. Kern, MBA **Director, Sponsored Research** University of South Florida

7/19/2022 Date:

> APPROVED AS TO FORM AND LEGAL SUFFICIENCY Justy C. 2000 Tunothy C. Mays, Jr. USF ATTORNEY

#### ATTACHMENT 1

#### METHOD OF PAYMENT

#### **Billing Schedule:**

This is a fixed price agreement in the amount not to exceed \$3,605.

Billing Period	Invoice Due
October 1, 2022 – September 30, 2023	\$3,605.00 – due October 31, 2023

Send all invoices to the following address by the due date:

Kristi Schierling Hardee County Economic Development 107 East Main Street Wauchula, FL 33873 info@hardeemail.com

Instructions for Invoices:

- 1. The invoice must be printed on USF Letterhead
- 2. The invoice must be signed by an authorized representative of USF.

Wauchula Venture Second Amendment to the Sale and Purchase of Real and Personal Property Appointment From the ClearLine Kristi Schierling, Office Manager

Attachments: Amendment No. 2

#### SECOND AMENDMENT TO AGREEMENT FOR SALE AND PURCHASE OF REAL AND PERSONAL PROPERTY

THIS SECOND AMENDMENT TO AGREEMENT FOR SALE AND PURCHASE OF REAL AND PERSONAL PROPERTY is made as of the \_\_\_\_\_day of \_\_\_\_\_\_, 2022, between Hardee County Industrial Development Authority ("Seller"), and Wauchula Venture, LLC ("Buyer").

#### <u>RECITALS</u>

- A. Seller and Buyer entered into that certain Agreement for Sale and Purchase of Real and Personal Property dated May 10, 2022, amended by First Amendment dated June 21, 2022 (as amended, the "Contract"), with respect to real property located in Hardee County, Florida, more particularly described in the Contract. Unless otherwise defined in this Amendment, all initial capitalized terms used in this Amendment shall have the same definitions as given to them in the Contract.
- B. Buyer and Seller have agreed to amend the Contract in the manner hereinafter set forth.

NOW, THEREFORE, for and in consideration of the mutual covenants and promises of the parties contained herein, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the parties agree as follows:

1. The time period within which Buyer is to obtain a title insurance commitment, as described in Section 3 of the Contract, is extended until September 28, 2022.

2. The terms and provisions of this Amendment are intended to and shall supersede and take precedence over any terms and provisions to the contrary contained in the Contract. Except as specifically amended by this Amendment, the terms and provisions of the Contract are hereby ratified and confirmed and shall remain in full force and effect.

3. This Amendment may be executed in several counterparts, each of which shall constitute an original and all of which together shall constitute one and the same instrument. Any party hereto may execute this Amendment by signing any one counterpart. The signature of any party hereto on a copy of this Amendment transmitted by facsimile transmission or email transmission of a file in pdf format shall be deemed an original for all purposes of this Amendment and shall be binding upon such party.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date indicated set forth above.

Seller: Hardee County Industrial Authority

By: \_\_\_\_\_

Name:

Title:

Date: \_\_\_\_\_, 2022

Wauchula Venture, LLC

By: \_\_\_\_\_

J. Richard McClure, Manager

Date: \_\_\_\_\_, 2022

Visit Hardee- Pioneer Park Days Reimbursement Request Appointment From the ClearLine Kristi Schierling, Office Manager Policy Update Appointment From the ClearLine Kristi Schierling, Office Manager

Attachments: Rules of Procedure draft

# **RULES OF PROCEDURE**

Hardee County Economic Development Council Hardee County Industrial Development Authority







Updated 2022

4.9.a





The Hardee County Economic Development Council (EDC) and the Hardee County Industrial Development Authority (IDA) Boards recognize that as a body it needs agreed upon procedures by which the behavior of the body and of individual members is to be governed. An orderly process is necessary not only for the Boards but also for members of the staff and general public or persons doing business with the Boards.

Although there are several Florida statutes which, in effect specify certain rules, many of the rules of an EDC/ IDA board are not specified by state statute. The intent is that various boards develop rules that fit their specific situation.

In compiling our board rules, we had three major considerations. The first is that the rules adopted should reflect procedures that enhance our Board's ability to operate. Second, the board adopts rules to operate as required by law. Third, the ruled adopted should be internally consistent.

The Board can change or amend its rules not governed by statute by a simple majority vote during any meeting.

Adopted:

Lee Mikell, EDC/IDA Chair

Date

# 4.9.a

## SECTION 1- PUBLIC PARTICIPATION IN PUBLIC MEETINGS COUNTY GOVERNMENT

- 1. **Board meetings open to the public** All meetings of the Hardee County Economic Development Council/Industrial Development Authority Board hereafter, "the Board", shall be open to the public in accordance with the Florida Government in the Sunshine Law, Section 286.011, F.S.
  - A. For public safety purposes, no signs or placards mounted on sticks, posts, poles or similar structures will be allowed in EDC/IDA meeting rooms.
  - B. All persons with disabilities shall be provided the assistance that is necessary to enable them to effectively participate in EDC/IDA meetings.
- 2. <u>Appearance before the Board</u>. Persons desiring to address the Board on a matter pending before it, or which needs the attention of the Board may do so upon being recognized by the Chair. To ensure that everyone has a fair opportunity to participate, these procedures will be followed:
  - A. After being recognized, the person shall:
    - Step up to the speaker's podium and give his/her name and address.
    - Unless further time is granted by the Chair, limit the comments to three minutes
    - Address all remarks to the Board as a body, and not a member thereof; and make comments and present documents to the Board
    - Speakers should make comments concise and to the point, and present any data or evidence they wish the Board to consider. No person may speak more than once on the same subject unless granted permission by the Chair.
  - B. The Board may discuss the matter, assign it to a committee, or refer it to the EDC/IDA Director, County Board Attorney or the Board staff.
  - C. A person may not interfere with, or interrupt, the orderly procedure of the Board, any Board member, or the person speaking who has been properly recognized by the Chair.
  - D. If the Chair declares an individual out of order, he/she will be requested to leave the speaker's podium. If the person does not do so, he/she is subject to removal. The individual will receive 1 warning. Being "out of order" includes, but is not limited to raising of the voice, yelling, banging on the podium, badgering, profanity etc.
  - E. The Chair, subject to concurrence of the majority of the members, is authorized to establish speaker time limits and otherwise control presentations to avoid repetition.
- 3. <u>Public comments</u>- Any person wishing to speak during public comment may do so. Once the person is recognized by the Chair, these procedures will be followed:
  - A. After being recognized, the person shall:
    - Step up to the speaker's podium and give his/her name and address.
    - Unless further time is granted by the Chair, limit the comments to three minutes
    - Address all remarks to the Board as a body, and not a member thereof; and make comments and present documents to the Board

- 4.9.a
- Speakers should make comments concise and to the point, and present any data or evidence they wish the Board to consider. No person may speak more than once on the same subject unless granted permission by the Chair.
- B. The Chair may respond to any comments made.
- C. A person may not interfere with, or interrupt, the orderly procedure of the Board, any Board member, or the person speaking who has been properly recognized by the Chair.
- 4. <u>EDC/IDA Board meetings-Regular</u>. Unless otherwise advertised, all regular meetings will be held on the 2<sup>nd</sup> Tuesday of each month. They will be held at the Board of County Commission Chambers located at 412 W. Orange Street, Room 102, Wauchula, Florida. Meetings will start at 8:30am.
  - A. From time to time, regular meetings may be adjusted by the EDC/IDA Director to accomadate a holiday schedule or other special circumstance. Prior notice of such change shall be provided to the public, Board and media. While a minimum notice of 24 hours is required, the Board will provide as much advance notice of a regular meeting as is feasible.
- 5. **EDC/IDA meetings-Special** The Chair, Vice-Chair or Director may call a special meeting.
  - A. Special meetings will be held at the same place as the regular meetings, unless there is a conflict. If another location is to be used, advanced notice will be given to the Board, public and media. Times of the special meetings may vary

### SECTION 2- BOARD MEMBER PARTICIPATION

- 6. **Board member comments and inquiries** All Board members have the right to speak and address any presenters, staff and other Board members. Any Board member wishing to address anyone should be recognized by the Chair.
  - A. Board members will be expected to show respect to fellow Board members, staff and any presenters. If any member gets out of line, the Chair has the right to give the member a warning. If the member does not follow the direction of the Chair, he/she may be asked to leave the meeting.
  - B. Board members should stay on topic. If a member strays from the topic at hand, the Chair shall redirect them. If a member has been redirected and refuses to comply or continually brings other items up, the Chair has the right to ask them to leave.
  - C. Board members should in no way hinder the business operations of any company doing business with our office.
  - D. Board members are encouraged to meet with the Director for any updates, concerns or questions they may have.

## SECTION 3- PREPARATION OF THE AGENDA/ORDER OF BUSINESS

- 7. <u>Preparation of the Agenda</u>- The Director is responsible for the items on the agenda. The Office Manager is responsible for sending the agenda out. If any board member wishes to include anything on the agenda, they may request that an item be placed on there at the time the agenda is open for approval and then receive a majority vote. The Chair and Director will meet to discuss each agenda.
  - A. The agenda and any supporting documentation will go out no later than 4:30pm on the Friday Thursday before the scheduled regular meeting.
  - B. Each Board member should review the agenda and any supporting documentation prior to the scheduled meeting.

#### 8. Meeting/Order of Business

- A. Approval of the agenda
- B. Approval of the minutes from previous meetings
- C. General Business-Updates, presentation, reports
- D. Financial report
- E. Announcements, Other Business, Public Comment
- F. Adjournment
- 9. Quorum. A quorum for the transaction of business by the Board consists of a majority.
- <u>County Board Attorney</u>- Parliamentarian-The <u>County Board</u> Attorney serves as parliamentarian advises the Director and Board as to the correct rules of procedure or questions of specific rule application. The <u>County Board</u> Attorney also calls to the attention of the Chair any errors in the proceedings that may affect the substantive rights of any <u>member, or member or</u> may otherwise do harm.
- 11. Minutes- The minutes will be taken by the Office Manager or his/her designee.
  - A. The Office Manager is responsible for placing the minutes on the agenda for approval by the Board. Such minutes will stand confirmed at the regular Board meeting without a reading in open meeting, unless some error is shown. In such event, an appropriate correction is made.
- 12. <u>Sergeant at Arms</u>-The Hardee County Sheriff's Office or his/her designee shall be sergeant at arms of the Board meetings. The Hardee County Sheriff's Office is authorized to perform this duty. The Hardee County Sheriff's Office or his/her designee shall carry out all orders and instructions given by the Board for the purpose of maintaining order and decorum at the Board meeting. The following policy will provide guidance in handling disruptions:
  - A. If an individual refuses to relinquish the podium after being allowed to address the Board, the Chair will inform the individual that their time to address the Board has expired and the Chair will direct the individual to leave the podium.
  - B. If an individual causes disruption in the Board meeting site, the Chair will inform the individual causing the disruption to cease the disruptive activity.

- C. If the disruption fails to stop:
  - 1. The Chair will inform the individual causing the disruption that their actions are contrary to the orderly function of the meeting and that the individual is to cease such action or the Sergeant at Arms will be instructed to remove the individual from the meeting site.
  - The Chair will direct the individual to leave the meeting site. If the individual fails to leave as requested, the Sergeant at Arms shall be asked to remove the individual from the meeting room.
- 13. <u>Rules of Order and Debate</u>-Every Board member desiring to speak should address the Chair and upon recognition by the Chair, the speaker shall confine their comments to the question under debate.
  - A. A member once recognized should not be interrupted when speaking unless to call said member to order. The member should then cease speaking until the question of order is determined by the Chair. If in order, said member will be at liberty to proceed.
- 14. Voting- The votes during all Board meetings should be transacted as follows:
  - A. In order to expedite business, the Chair shall determine whether to call a simple vote (all in favor of) or by roll call. At the request of any Board member, a roll call vote may be taken.
  - B. When the Chair calls for a vote on a motion, every member, who is present in the meeting must give his/her vote, unless the member has publicly stated that he/she is abstaining from voting due to a conflict of interest, pursuant to Section 112.3143, Florida Statutes. If any member declines to vote for or against by voice, his or her vote shall be counted as a yes vote.
- 15. <u>Conflict of Interest as specified in 112.3143, Florida Statutes</u>- No Board member shall vote in his/her official capacity on a matter which would constitute a conflict of interest pursuant to Section 112.3143 Florida Statutes.
- 16. <u>Resolutions</u>- Generally, an enacted resolution is an internal legislative act which is a formal statement of policy concerning matters of special or temporary character. Board action shall be taken by resolution when required by law and in those instances where an expression of policy more formal than a motion is desired. All resolutions shall be reduced to writing. A resolution may be put to its final passage on the same day on which it was introduced.
- 17. <u>Motions</u>- An enacted motion is a form of action by the Board to direct that a specific action be taken. All motions shall be made and seconded before debate. Once a motion has received a second, the Board must vote on the motion.

Attachment: Rules of Procedure draft (Policy Update)

## SECTION 4-GENERAL PROVISIONS

- 18. Board members- All members are appointed and removed by the Board of County Commissioners
- 19. <u>Election of Chair and Vice Chair</u>- The County Board Attorney shall preside over the election of officers. Procedures for electing officers are as follows:
  - A. At the regularly scheduled meeting in October each year, the Board will elect a Chair from its members. The <u>County Board</u> Attorney will call for nominations for Chair; nominations do not require a second. A roll call vote or ballot vote is conducted by the <u>County Board</u> Attorney if there is more than one nomination.
  - B. In conjunction with the above election, a Vice Chair is also elected in a like manner.
  - C. In case of the absence or temporary disability of the Chair, the Vice Chair serves as the Chair during the absence. In case of the absence or temporary disability of the Chair and the Vice Chair, an Acting Chair and Vice Chair, selected by its members of the Board, serves during the continuance of the absences or disabilities.
- 20. Chair-The presiding Chair presides at all meetings. The responsibilities include:
  - A. Call the meeting to order, having ascertained that a quorum is present.
  - B. Recognize all Board members who seek the floor under correct procedure.
  - C. Preserve order and call to order any member who violates any of these procedures
  - D. Expedite business in every way compatible with the rights of members.
  - E. Declare the meeting is adjourned when the members so vote or at any time in the event of an emergency affecting the safety of those present.

July 2022 EDC/IDA Financials Appointment From the ClearLine Kristi Schierling, Office Manager

Attachments: EDC Balance Sheet EDC Profit and Loss IDA Balance Sheet IDA Profit and Loss IDA Profit and Loss by Class IDA Ona Mine Balance Sheet IDA Ona Mine Profit and Loss

#### Hardee County Economic Development Balance Sheet As of July 31, 2022

	Jul 31, 22
ASSETS Current Assets Checking/Savings Wauchula State Bank	73,734.42
Total Checking/Savings	73,734.42
Total Current Assets	73,734.42
Fixed Assets Accum. Depreciation Office Equipment	-8,095.78 10,657.17
Total Fixed Assets	2,561.39
TOTAL ASSETS	76,295.81
LIABILITIES & EQUITY Equity 3010 · Unrestrict (retained earnings)	1,263.70
Net Income	75,032.11
Total Equity	76,295.81
TOTAL LIABILITIES & EQUITY	76,295.81

#### Hardee County Economic Development Profit & Loss July 2022

	Jul 22
Ordinary Income/Expense	
Income	
Transfer In - IDA	75,000.00
Total Income	75,000.00
Expense	
023-0 · Life/Health Insurance	7,603.97
025-0 · Payroll Expenses	35,689.93
031-0 · Professional Services	473.90
040-0 · Travel	140.40
043-0 · Utilities	969.86
044-0 · Rentals/Leases	2,297.32
045-0 · Insurance	-31.69
048-0 · Promotional	559.79
051-0 · Office Supplies	800.18
052-0 · Operating Supplies	89.76
054-0 · Books, Dues, & Subscriptions	163.85
8500 · Misc expenses	0.00
Total Expense	48,757.27
Net Ordinary Income	26,242.73
Net Income	26,242.73

#### Hardee County Industrial Development Authority Balance Sheet As of July 31, 2022

	Jul 31, 22
ASSETS Current Assets	
Checking/Savings 101009 · WSB Sales (GF) 101013 · WSB Mosaic CD 101014 · WSB Mosaic Checking	2,225,834.64 6,128,843.38 8,298,479.76
Total Checking/Savings	16,653,157.78
Accounts Receivable 115001 · Accounts Receivable Rental Inc	23,435.17
Total Accounts Receivable	23,435.17
Other Current Assets 133016 · R. Riverter LOC	170,557.52
Total Other Current Assets	170,557.52
Total Current Assets	16,847,150.47
Fixed Assets Land Available for Sale 161908 - Orignal Purchase Hwy 62 Propert 161909 - Original Purchase Park Improvem 161910 - Terrell Property 161911 - Original Purchase less propsold 161912 - Contribution of Lot 13B/improv 161913 - Fair value writedown - FYE 2016 161914 - Fair Value writedown - FYE 2017	887,943.00 16,911.87 1,141,500.00 -852,300.81 90,621.74 -526,600.00 -225,000.00
Total Land Available for Sale	533,075.80
Total Fixed Assets	533,075.80
Other Assets Due From Other Funds 140001 · Due from GF 240000 · Due to SR	212,475.27 -212,475.27
Total Due From Other Funds	0.00
Due From Other Governments 133001 · Due from EDA 133111 · Due from State of Florida	22,325.50 0.42
Total Due From Other Governments	22,325.92
Total Other Assets	22,325.92
TOTAL ASSETS	17,402,552.19
LIABILITIES & EQUITY Liabilities Current Liabilities Other Current Liabilities 220004 - Sales Tax Payable 220011 - Prepaid Rent - Tech River 220012 - Riveter Security Deposit 222005 - Retainage Payable - GF	10,432.01 36,000.00 1,250.00 260,787.51
Total Other Current Liabilities	308,469.52
Total Current Liabilities	308,469.52
Total Liabilities	308,469.52
Equity	
Fund Balance 3000 · Nonspendable 2001 - Restricted for Economic Dov Proj	553,004.83

3001 · Restriced for Economic Dev Proj

15,022,625.88

#### Hardee County Industrial Development Authority Balance Sheet As of July 31, 2022

	Jul 31, 22
3003 · Unassigned	2,370,224.04
Total Fund Balance	17,945,854.75
32000 · Unrestricted Net Assets Net Income	-1,022,384.29 170,612.21
Total Equity	17,094,082.67
TOTAL LIABILITIES & EQUITY	17,402,552.19

## Hardee County Industrial Development Authority Profit & Loss

#### July 2022

	Jul 22
Ordinary Income/Expense	
Income	
337500 · EDA Proceeds Gen FD	22,325.50
361100 · Interest Income gen fd	268.85
361101 · Interest income Mosaic accts	3,252.84
362001 · Rental Income	45,196.87
369902 · Misc. Income Gen Fd	1,425.00
Total Income	72,469.06
Expense	
5193100 · Professional Fees Legal	3,387.82
5193102 · Professional Fees Engineering	1,000.00
5193103 · Professional fees appraisals	2,400.00
519320 · Accounting and audit	1,287.50
519322 · Travel	163.80
5193400 · Landscaping and Grounds	2,350.00
5194301 · Utilities	3,107.68
519450 · Insurance Expense	41,841.13
519460 · Repairs and Maintenance GF	1,055.00
5194601 · Repairs and Maintenance	1,927.36
519480 · Advertising	55.63
5194920 · Permit Fees Gen Fd	1,062.50
5194921 · Permit Fees Mosaic	1,614.38
519840 · Grant expenses	12,476.00
Total Expense	73,728.80
Net Ordinary Income	-1,259.74
Other Income/Expense	
Other Income	
Sales Tax Collection Allowance	63.48
Total Other Income	63.48
Net Other Income	63.48
Net Income	-1,196.26

#### 08/04/22

Accrual Basis

# Hardee County Industrial Development Authority

	Utilities Study- EDA Grant (General Fund)	Phase 2 Expansion- EDA Grant (General Fund)	Administrative (General Fund)
- ·· · · · · · · · · · ·			(Ceneral Fund)
Ordinary Income/Expense Income			
337500 · EDA Proceeds Gen FD	22,325.50	0.00	0.00
361100 · Interest Income gen fd	0.00	0.00	0.00
361101 · Interest income Mosaic accts	0.00	0.00	0.00
362001 · Rental Income	0.00	0.00	0.00
369902 · Misc. Income Gen Fd	0.00	0.00	0.00
Total Income	22,325.50	0.00	0.00
Expense			
5193100 · Professional Fees Legal	0.00	0.00	3,387.82
5193102 · Professional Fees Engineering	0.00	1,000.00	0.0
5193103 · Professional fees appraisals	0.00	0.00	0.0
519320 · Accounting and audit	0.00	0.00	1,287.5
519322 · Travel	0.00	0.00	0.0
5193400 · Landscaping and Grounds	0.00	0.00	0.0
5194301 · Utilities	0.00	0.00	0.0
519450 · Insurance Expense	0.00	0.00	0.0
519460 · Repairs and Maintenance GF	0.00	0.00	0.0
5194601 · Repairs and Maintenance	0.00	0.00	0.0
519480 · Advertising	0.00	0.00	0.0
5194920 · Permit Fees Gen Fd	0.00	0.00	0.0
5194921 · Permit Fees Mosaic	0.00	0.00	0.0
519840 · Grant expenses	8,976.00	0.00	0.0
Total Expense	8,976.00	1,000.00	4,675.32
Net Ordinary Income	13,349.50	-1,000.00	-4,675.32
Other Income/Expense Other Income			
Sales Tax Collection Allowance	0.00	0.00	0.0
Total Other Income	0.00	0.00	0.0
Net Other Income	0.00	0.00	0.00
et Income	13,349.50	-1,000.00	-4,675.32

#### 08/04/22

Accrual Basis

# Hardee County Industrial Development Authority

	Fla Hospital Overhead (General Fund)	Incubator Overhead (General Fund)	Property Management (General Fund)
- Ordinary Income/Expense		(00000000000000000000000000000000000000	(**************************************
Income			
337500 · EDA Proceeds Gen FD	0.00	0.00	0.00
361100 · Interest Income gen fd	0.00	0.00	0.0
361101 · Interest income Mosaic accts	0.00	0.00	0.0
362001 · Rental Income	0.00	5,536.20	3,016.4
369902 · Misc. Income Gen Fd	0.00	0.00	0.0
Total Income	0.00	5,536.20	3,016.4
Expense			
5193100 · Professional Fees Legal	0.00	0.00	0.0
5193102 · Professional Fees Engineering	0.00	0.00	0.0
5193103 · Professional fees appraisals	0.00	0.00	0.0
519320 · Accounting and audit	0.00	0.00	0.0
519322 · Travel	0.00	0.00	0.0
5193400 · Landscaping and Grounds	800.00	150.00	600.0
5194301 · Utilities	757.83	1,114.24	524.8
519450 · Insurance Expense	41,841.13	0.00	0.0
519460 · Repairs and Maintenance GF	0.00	420.00	635.0
5194601 · Repairs and Maintenance	0.00	0.00	0.0
519480 · Advertising	0.00	0.00	0.0
5194920 · Permit Fees Gen Fd	0.00	0.00	0.0
5194921 · Permit Fees Mosaic	0.00	0.00	0.0
519840 · Grant expenses	0.00	0.00	0.0
Total Expense	43,398.96	1,684.24	1,759.8
Net Ordinary Income	-43,398.96	3,851.96	1,256.6
Other Income/Expense			
Other Income			
Sales Tax Collection Allowance	0.00	2.93	1.(
Total Other Income	0.00	2.93	1.0
Net Other Income	0.00	2.93	1.0
t Income	-43,398.96	3,854.89	1,257.6

#### 08/04/22

Accrual Basis

# Hardee County Industrial Development Authority

	Spec Buildings1 & 3(2275&2239) (General Fund)	Spec Building 4 (TechRiver) (General Fund)	Spec Building 5 (2280) (General Fund)
Ordinary Income/Expense			
Income			
337500 · EDA Proceeds Gen FD	0.00	0.00	0.00
361100 · Interest Income gen fd	0.00	0.00	0.00
361101 · Interest income Mosaic accts	0.00	0.00	0.0
362001 · Rental Income	10,872.46	0.00	13,241.7
369902 · Misc. Income Gen Fd	0.00	0.00	0.0
Total Income	10,872.46	0.00	13,241.7
Expense			
5193100 · Professional Fees Legal	0.00	0.00	0.0
5193102 · Professional Fees Engineering	0.00	0.00	0.0
5193103 · Professional fees appraisals	0.00	0.00	0.0
519320 · Accounting and audit	0.00	0.00	0.0
519322 · Travel	0.00	0.00	0.0
5193400 · Landscaping and Grounds	0.00	0.00	0.0
5194301 · Utilities	0.00	111.99	0.0
519450 · Insurance Expense	0.00	0.00	0.0
519460 · Repairs and Maintenance GF	0.00	0.00	0.0
5194601 · Repairs and Maintenance	0.00	0.00	0.0
519480 · Advertising	0.00	0.00	0.0
5194920 · Permit Fees Gen Fd	0.00	0.00	0.0
5194921 · Permit Fees Mosaic	0.00	0.00	0.0
519840 · Grant expenses	0.00	0.00	0.0
Total Expense	0.00	111.99	0.0
Net Ordinary Income	10,872.46	-111.99	13,241.7
Other Income/Expense Other Income			
Sales Tax Collection Allowance	17.67	0.00	21.5
Total Other Income	17.67	0.00	21.5
Net Other Income	17.67	0.00	21.5
et Income	10,890.13	-111.99	13,263.2

#### 08/04/22

Accrual Basis

# Hardee County Industrial Development Authority

_	Spec Building 8- Riveter (General Fund)	Spec Building 9- Commerce Park (General Fund)	Spec Bldg 10 (General Fund)
Ordinary Income/Expense Income			
337500 · EDA Proceeds Gen FD	0.00	0.00	0.0
361100 · Interest Income gen fd	0.00	0.00	0.0
361100 · Interest income Mosaic accts	0.00	0.00	0.0
362001 · Rental Income	3,750.00	0.00	0.0
369902 · Misc. Income Gen Fd	0.00	0.00	0.0
Total Income	3,750.00	0.00	0.0
Expense			
5193100 · Professional Fees Legal	0.00	0.00	0.0
5193102 · Professional Fees Engineering	0.00	0.00	0.0
5193103 · Professional fees appraisals	0.00	0.00	0.0
519320 · Accounting and audit	0.00	0.00	0.0
519322 · Travel	0.00	0.00	0.0
5193400 · Landscaping and Grounds	0.00	0.00	0.0
5194301 · Utilities	-32.58	0.00	596.3
519450 · Insurance Expense	0.00	0.00	0.0
519460 · Repairs and Maintenance GF	0.00	0.00	0.0
5194601 · Repairs and Maintenance	0.00	0.00	0.
519480 · Advertising	0.00	0.00	0.
5194920 · Permit Fees Gen Fd	0.00	1,062.50	0.
5194921 · Permit Fees Mosaic	0.00	0.00	0.
519840 · Grant expenses	0.00	0.00	0.
Total Expense	-32.58	1,062.50	596.3
Net Ordinary Income	3,782.58	-1,062.50	-596.3
Other Income/Expense Other Income			
Sales Tax Collection Allowance	6.09	0.00	0.0
Total Other Income	6.09	0.00	0.0
Net Other Income	6.09	0.00	0.0
et Income	3,788.67	-1,062.50	-596.3

#### 08/04/22

Accrual Basis

# Hardee County Industrial Development Authority

-	Winn Dixie Property - GF (General Fund)	General Fund - Other (General Fund)	Total General Fund
Ordinary Income/Expense Income			
337500 · EDA Proceeds Gen FD	0.00	0.00	22,325.50
361100 · Interest Income gen fd	0.00	268.85	268.85
361101 · Interest income Mosaic accts	0.00	0.00	0.00
362001 · Rental Income	8,780.00	0.00	45,196.87
369902 ⋅ Misc. Income Gen Fd	0.00	0.00	0.00
Total Income	8,780.00	268.85	67,791.22
Expense			
5193100 · Professional Fees Legal	0.00	0.00	3,387.82
5193102 · Professional Fees Engineering	0.00	0.00	1,000.00
5193103 · Professional fees appraisals	0.00	2,400.00	2,400.00
519320 · Accounting and audit	0.00	0.00	1,287.50
519322 · Travel	0.00	0.00	0.00
5193400 · Landscaping and Grounds	800.00	0.00	2,350.00
5194301 · Utilities	0.00	0.00	3,072.68
519450 · Insurance Expense	0.00	0.00	41,841.13
519460 · Repairs and Maintenance GF	0.00	0.00	1,055.00
5194601 · Repairs and Maintenance	0.00	0.00	0.0
519480 · Advertising	0.00	55.63	55.6
5194920 · Permit Fees Gen Fd	0.00	0.00	1,062.5
5194921 · Permit Fees Mosaic	0.00	0.00	0.0
519840 · Grant expenses	0.00	0.00	8,976.0
Total Expense	800.00	2,455.63	66,488.26
Net Ordinary Income	7,980.00	-2,186.78	1,302.96
Other Income/Expense Other Income			
Sales Tax Collection Allowance	14.27	0.00	63.48
Total Other Income	14.27	0.00	63.48
Net Other Income	14.27	0.00	63.48
et Income	7,994.27	-2,186.78	1,366.44

#### 08/04/22

Accrual Basis

# Hardee County Industrial Development Authority

	Ag Test Plot (Special Revenue)	IDA Marketing Program (Special Revenue)	Spec Bldg 10-Pacer Expansion (Special Revenue)
Ordinary Income/Expense			
Income			
337500 · EDA Proceeds Gen FD	0.00	0.00	0.00
361100 · Interest Income gen fd	0.00	0.00	0.0
361101 · Interest income Mosaic accts	0.00	0.00	0.0
362001 · Rental Income	0.00	0.00	0.0
369902 ⋅ Misc. Income Gen Fd	1,425.00	0.00	0.0
Total Income	1,425.00	0.00	0.0
Expense			
5193100 · Professional Fees Legal	0.00	0.00	0.0
5193102 · Professional Fees Engineering	0.00	0.00	0.0
5193103 · Professional fees appraisals	0.00	0.00	0.0
519320 · Accounting and audit	0.00	0.00	0.0
519322 · Travel	163.80	0.00	0.0
5193400 · Landscaping and Grounds	0.00	0.00	0.0
5194301 · Utilities	35.00	0.00	0.0
519450 · Insurance Expense	0.00	0.00	0.0
519460 · Repairs and Maintenance GF	0.00	0.00	0.0
5194601 · Repairs and Maintenance	1,927.36	0.00	0.0
519480 · Advertising	0.00	0.00	0.0
5194920 · Permit Fees Gen Fd	0.00	0.00	0.0
5194921 · Permit Fees Mosaic	0.00	0.00	1,614.3
519840 · Grant expenses	0.00	3,500.00	0.0
Total Expense	2,126.16	3,500.00	1,614.3
Net Ordinary Income	-701.16	-3,500.00	-1,614.3
Other Income/Expense			
Other Income			
Sales Tax Collection Allowance	0.00	0.00	0.0
Total Other Income	0.00	0.00	0.0
Net Other Income	0.00	0.00	0.0
et Income	-701.16	-3,500.00	-1,614.3

#### 08/04/22

Accrual Basis

# Hardee County Industrial Development Authority Profit & Loss by Class July 2022

	Special Revenue - Other		
	(Special Revenue)	Total Special Revenue	TOTAL
Ordinary Income/Expense Income			
337500 · EDA Proceeds Gen FD	0.00	0.00	22,325.5
361100 · Interest Income gen fd	0.00	0.00	268.8
361101 · Interest income Mosaic accts	3,252.84	3,252.84	3,252.8
362001 · Rental Income	0.00	0.00	45,196.8
369902 · Misc. Income Gen Fd	0.00	1,425.00	1,425.0
Total Income	3,252.84	4,677.84	72,469.0
Expense			
5193100 · Professional Fees Legal	0.00	0.00	3,387.8
5193102 · Professional Fees Engineering	0.00	0.00	1,000.0
5193103 · Professional fees appraisals	0.00	0.00	2,400.0
519320 · Accounting and audit	0.00	0.00	1,287.
519322 · Travel	0.00	163.80	163.
5193400 · Landscaping and Grounds	0.00	0.00	2,350.
5194301 · Utilities	0.00	35.00	3,107.
519450 · Insurance Expense	0.00	0.00	41,841.
519460 · Repairs and Maintenance GF	0.00	0.00	1,055.
5194601 · Repairs and Maintenance	0.00	1,927.36	1,927.
519480 · Advertising	0.00	0.00	55.
5194920 · Permit Fees Gen Fd	0.00	0.00	1,062.
5194921 · Permit Fees Mosaic	0.00	1,614.38	1,614.
519840 · Grant expenses	0.00	3,500.00	12,476.
Total Expense	0.00	7,240.54	73,728.8
Net Ordinary Income	3,252.84	-2,562.70	-1,259.7
Other Income/Expense Other Income			
Sales Tax Collection Allowance	0.00	0.00	63.
Total Other Income	0.00	0.00	63.4
Net Other Income	0.00	0.00	63.4
et Income	3,252.84	-2,562.70	-1,196.2

#### Hardee County Industrial Development Authority Balance Sheet As of July 31, 2022

	Jul 31, 22
ASSETS Current Assets Checking/Savings	
Ona Mine- Mosaic	7,191,565.95
Total Checking/Savings	7,191,565.95
Total Current Assets	7,191,565.95
TOTAL ASSETS	7,191,565.95
LIABILITIES & EQUITY Liabilities Current Liabilities Other Current Liabilities Sales Tax Payable	60.00
Total Other Current Liabilities	60.00
Total Current Liabilities	60.00
Total Liabilities	60.00
Equity Retained Earnings Net Income	2,928,246.34 4,263,259.61
Total Equity	7,191,505.95
TOTAL LIABILITIES & EQUITY	7,191,565.95

# Hardee County Industrial Development Authority Profit & Loss

July 2022

	Jul 22
Ordinary Income/Expense Income	
Interest Income	862.37
Total Income	862.37
Expense Grant Expenditures Administrative Funds Hardee Co. Education Foundation Housing Study	75,000.00 12,413.76 27,800.00
Total Grant Expenditures	115,213.76
Total Expense	115,213.76
Net Ordinary Income	-114,351.39
Net Income	-114,351.39