

Add-on

Meeting Date
September 19, 2017



AGENDA	
Section	Unfinished Business
Item No.	V B

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:		Board Consideration of Amendment to EDC Grant Agreement						
DEPT/OFFICE:		District 3, Commissioner John Tobia						
Requested Action:		It is requested that the Board consider the attached amendment to the EDC Grant Agreement						
Summary Explanation & Background:		<p>On August 22, 2017 the Board of County Commissioners moved the Consideration of the Amendment to the EDC Grant Agreement out four weeks.</p> <p>Brevard County currently provides more than \$1.4 million in grant funding to the Economic Development Commission ("EDC").</p> <p>The current Grant Agreement between Brevard County and the EDC does not require transparency comparable to the County Government and its typical contractors.</p> <p>While it is recognized that a portion of the EDC's function has aspects that are considered confidential, Brevard County Citizens have a right to know how their tax dollars are being spent to the extent possible. The attached Amendment seeks to address this concern.</p>						
Clerk to the Board Instructions:								
Exhibits Attached:								
Contract /Agreement (If attached):		Reviewed by County Attorney	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR	<input type="checkbox"/>
County Manager Frank Abbate		Interim Assistant County Manager Jim Liesenfelt			Department Director / Extension Commissioner John Tobia, District 3			
		Assistant County Manager John Denninghoff						



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

September 20, 2017

MEMORANDUM

TO: Frank Abbate, County Manager

RE: Item V.B., Consideration of Amendment to Grant Agreement with Economic Development Commission of Florida's Space Coast (EDC) Requiring Transparency for the Brevard County Citizens Right to Know How Their Tax Dollars are Being Spent

The Board of County Commissioners, in regular session on September 19, 2017, approved the Grant Agreement with Amendment 1 from the EDC with the information it has provided. Enclosed is Amendment 1 to the Grant Agreement with the EDC.

Upon execution by the EDC, please return a fully-executed Amendment 1 to this office for inclusion to the official record.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Donna Scott
Tammy Rowe, Deputy Clerk

/kp

Encl. (1)

cc: Contracts Administration
Each Commissioner
County Attorney
Finance
Budget

10/18
Tammy - "Original"
Attached is the
executed amendment
to the EDC Grant
Agreement. Item
V.B. on 9/19/17
agenda. Tam



Proposed Amendment to Grant Agreement
Submitted by: EDC of Florida's Space Coast
Date: September 14, 2017

Amendment 1

This Amendment is made to the Grant Agreement between Brevard County and the Economic Development Commission of Florida's Space Coast, Inc. (EDC) fully executed by the Parties as of September 29, 2014 ("Grant Agreement"):

Access to Documents:

The EDC will post the following reports and financial documents on the website SpaceCoastEDC.org:

1. Annual Financial Audit
2. County Grant Annual Executive Report
3. County Grant Annual Financial Report
4. Quarterly Management Metrics Report
5. Return on Investment Study
6. Organizational Chart

County Grant Annual Financial Report:

The EDC will submit to the County Manager an Annual Financial Report specific to the use of Grant Funds. This report will be submitted with the Annual Financial Audit for the fiscal year. This Financial Report will include the information contained in Exhibit A.

This Amendment will be effective as of the date signed, in Witness Whereof, the Parties have executed this agreement on the dates indicated below.

Economic Development Commission
of Florida's Space Coast

Date 10-13-17

Brevard County

Rita Pritchett, Vice Chair

Date 9-19-17

EDC of Florida's Space Coast
FY15/16 Brevard County Grant Agreement
Financial Report

EXAMPLE REPORT

Expenses	Brevard County Grant Funds	Category Total
Marketing, Communications & Programs	\$ 90,592	
Advertising and promotional materials		\$ 30,189
Memberships and Sponsorships		\$ 5,898
Marketing		\$ 3,478
Office Software and IT services		\$ 18,429
Research data, SAAS resources and website		\$ 32,599
 Facilities & Occupancy	 \$ 117,327	
 General Administration	 \$ 39,028	
 Personnel	 \$ 1,131,907	
Salaries		\$ 849,856
Employee Benefits		\$ 211,961
Education & Training		\$ 5,087
Payroll Taxes		\$ 65,003
 Professional Services	 \$ 21,200	
Audit		\$ 16,500
Tax Returns & Service		\$ 4,700
 Total Expense	 \$ 1,400,054	<hr/>



September 14, 2017

To: Frank Abbate, Brevard County Manager

**From: Lynda Weatherman, President & CEO
EDC of Florida's Space Coast**

**CC: Winston Scott, Phil Hayes, Dana Kilborne, Joe Mayer, Debbie Goode Julie Song,
EDC Officers**

RE: Proposed Amendment to EDC and Brevard County Grant Agreement

The Economic Development Commission of Florida's Space Coast proposes our Grant Agreement with Brevard County be amended to expand Financial Report documentation and access to EDC Annual Audit and management reports related to our program of work, organizational structure and return on investment.

Attached you will find our proposed amendment with an example of an expanded Financial Report. (The areas in blue on this report are additions to the information currently provided.) I request this Amendment be presented to the County Commission for approval at the September 19, 2017 meeting.

Please let me know if there is any additional documentation you may require for this request.

NOT
APPROVED

Amendment to Grant Agreement

This amendment is made to the Grant Agreement between Brevard County and the Economic Development Commission of Florida's Space Coast, Inc. (EDC) fully executed by the Parties as of September 29, 2014 ("Grant Agreement"):

In consideration of the covenants and renewal of the Grant Agreement, the EDC agrees as follows:

1. To the extent that the information is not confidential or exempt under section 288.075, Florida Statutes or any other provision of law, the Economic Development Commission shall report the following to the County Manager or any County Commissioner requesting a report:
 - a. Advertising Expenses
 - b. Economic development projects, including the funding provided to each private and public sector recipient of funds
 - c. A list of each event held by the EDC including the number of participants per event, and a detailed list of expenditures including, but not limited to
 - i. Food and beverages
 - ii. Facility Rental
 - iii. Sporting event tickets
 - iv. Entertainment
 - d. Travel expenditures including, but not limited to
 - i. Names of travelers
 - ii. Destination
 - iii. Event/s attended
 - iv. Total travel reimbursement for each trip
 - e. Lobbying organizations including, but not limited to
 - i. Name of lobbying group
 - ii. Expenditures per individual lobbyist
 - f. All employees by name, position, title, and individual compensation including, but not limited to
 - i. Salary

- ii. Bonuses
 - iii. Stipends and/or allowances
 - g. Reimbursements to each board member, respectively, by name and nature of reimbursement
2. Such reports shall be furnished to the Brevard County Manager
- a. Quarterly, and
 - b. Within 30 days of a request of any Brevard County Commissioner

IN WITNESS WHEREOF, the Parties have executed this agreement on the dates indicated below.

**Economic Development Commission
Of Florida's Space Coast, Inc.**

Brevard County

BY: _____
Lynda Weatherman,
Executive Director

BY: 
Curt Smith, Chairman
(As approved by the Board on _____, 2017)

Date: _____, 2017

Date: _____, 2017



FLORIDA'S SPACE COAST



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

August 23, 2017

MEMORANDUM

TO: John Tobia, District 3 Commissioner

RE: Item VI.F.1., Board Consideration to Amend the Economic Development Commission (EDC) Grant Agreement

The Board of County Commissioners, in regular session on August 22, 2017, tabled consideration for amendment to the EDC Grant Agreement for four weeks.

Your continued cooperation is always appreciated.

Sincerely,

**BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK**

A handwritten signature in cursive script that reads "Tammy Rowe".

Tammy Rowe, Deputy Clerk

/kp

cc: Each Commissioner
Economic Development Commission

Amendment to Grant Agreement

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September 14, 2017

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EDC of Florida's Space Coast**

**CC: Winston Scott, Phil Hayes, Dana Kilborne, Joe Mayer, Debbie Goode Julie Song,
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Economic Development Commission
of Florida's Space Coast

Brevard County

Date _____

Date _____

**EDC of Florida's Space Coast
 FY15/16 Brevard County Grant Agreement
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Meeting Date
Aug. 22, 2017



AGENDA	
Section	New Business
Item No.	V I F 1

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Board Consideration of Amendment to EDC Grant Agreement
DEPT/OFFICE:	District 3, Commissioner John Tobia

Requested Action:

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Summary Explanation & Background:

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Clerk to the Board Instructions:

Exhibits Attached:

Contract /Agreement (If attached): Reviewed by County Attorney Yes No PR

County Manager	Interim Assistant County Manager	Department Director / Extension Commissioner John Tobia, District 3
Frank Abbate	Assistant County Manager	

BREVARD *County*
BOARD OF COUNTY COMMISSIONERS

FLORIDA'S SPACE COAST



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BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

/kp

cc: Each Commissioner
Economic Development Commission