

INDUSTRIAL DEVELOPMENT AUTHORITY AGENDA

7:30 a.m., March 8, 2023
Engineering Building
501 S. Commerce Ave.
Sebring, FL 33870

Ray Royce, Chair, Presiding

1. CALL TO ORDER – INDUSTRIAL DEVELOPMENT AUTHORITY

2. CONFIRMATION OF QUORUM

3. PUBLIC COMMENT

4. CONSENT AGENDA

A. IDA December 2022 Meeting Minutes

5. OLD BUSINESS

A. Jason Dunkel- New Member

6. NEW BUSINESS

A. Member Appointment

B. IDA December-January Financial Reports

7. ADJOURNMENT

Next meeting:
Wednesday, June, 7, 2023 at 7:30 a.m.
South Florida State College
Building F- Board Room
600 W. College Drive
Avon Park, FL 33825

INDUSTRIAL DEVELOPMENT AUTHORITY DRAFT MEETING MINUTES DECEMBER 7, 2022

The Highlands County Industrial Development Authority Board of Directors meeting was held at the Jack Stroup Civic Center, 355 W. Center Ave. on Wednesday, December 7, 2022. Chair, Ray Royce, presided over the meeting; a quorum was present.

I. CALL TO ORDER – HIGHLANDS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY (IDA)

The December 7, 2022, Industrial Development Authority Board of Directors meeting was called to order at 7:31 a.m.

2. PUBLIC COMMENT

Ray Royce introduced guests Senator Erin Grall and Marty Meilke.

3. CONFIRMATION OF QUORUM

Name	Title	Organization	Present
Ray Royce	Chair	IDA/EDC Executive Committee	Yes
John Varady	Vice Chair	IDA/EDC Board of Directors	Yes
Wade Taveniere	Secretary/Treasurer	IDA/EDC Executive Committee	Yes
Paul Koukos	Director	IDA/EDC Board of Directors	Yes
Thomas Leitzel	Director	IDA/EDC Board of Directors	No
John Shoop	Director	IDA/EDC Board of Directors	Yes
John Varady	Director	IDA/EDC Board of Directors	Yes
Craig Johnson	Director	IDA/EDC Board of Directors	No
Jim Renfro	Director	IDA/EDC Board of Directors	No
Joe Gleason	Director	IDA/EDC Board of Directors	Yes
pending	Director	IDA/EDC Board of Directors	No
Will Lenihan	Director	IDA/EDC Board of Directors	No
Ann Martin	Director	IDA/EDC Board of Directors	Yes
Tommy Massey	Director	IDA/EDC Board of Directors	Yes
Chris Campbell	Commissioner, Liaison	Highlands County BOCC	No
Leah Sauls	Dev. Services Director	Highlands County BOCC	Yes
Jeff King	Exec. Manager of Business & Economic Development	Highlands County BOCC	Yes
Sarah Beth Rogers	Economic Development Manager	Highlands County BOCC	Yes
Garrett Anderson	Director	IDA/EDC Board of Directors	Yes

Table 1: Meeting Attendance

**INDUSTRIAL DEVELOPMENT AUTHORITY
DRAFT MEETING MINUTES
SEPTEMBER 7, 2022**

4. CONSENT AGENDA

The Consent Agenda, which included the September 2022 meeting minutes, was presented for consideration. John Shoop moved to approve the consent agenda; seconded by Wade Tavenaire. Motion carried unanimously.

5. OLD BUSINESS

A. An update was provided by Jeff King; Industrial Revenue Bond is complete.

6. NEW BUSINESS

A. Jeff King presented membership appointments to the board. Randy Surber is to roll off, and Jason Dunkel is to come on the board. John Shoop moved to approve the member appointments; seconded by Garrett Anderson. Motion carried unanimously.

7. ADJOURNMENT

The December 7, 2022, Industrial Development Authority Board of Directors meeting was adjourned at 7:38 a.m.

Next Meeting:

Wednesday, March 8, 2023, at 7:30 a.m.

Bernie Little Distributors

2100 Scenic Hwy

Sebring, FL. 33870

Minutes Submitted By: Sarah Beth Rogers, Economic Development Manager

Approval Date: draft

Application for Appointment

(To request appointment to a board, committee, authority or other special activity)

Name: Andrew (Drew) Bishop

Address: 3011 Lakeview Drive

Phone: 863-381-1870

Email: drewbishop86@gmail.com

I wish to be appointed to the following board, committee, authority or special activity of the Highlands County Board of County Commissioners:

as a: regular member alternate advisory only

Employment experience

Current: Real Estate Associate - Keller Williams

Brief description: Commercial, Agriculture and Residential Real Estate

Previous: Center State Home Inspections - Founder & Owner

Brief description: Conduct Home Inspections

Education/special training

High School: Sebring High School

College:

Special training: Certified Electric Lineman, Home Inspection License, Real Estate License

Activities & interests:

List any boards or committees to which you are currently appointed, elected offices held, or law enforcement positions held:

No appointed or elected positions held.

Are you related to any county employee or county commissioner? Yes No

Name of relative:

Relationship:

Important:

The Highlands County Board of County Commissioners has an adopted Code of Conduct for persons serving on committees, boards, and panels appointed by the Highlands County Board of County Commissioners. A copy can be found at <http://hcbcc.net/section/index.php>. Please indicate by signing below that you have read and understand the adopted Code of Conduct.

Signature:



Date submitted:

12-7-22

**Highlands County Industrial Development Authority and Economic Development
Commission Board of Directors Q&A**

1) What does economic development mean to you?
Economic development serves the role of planning growth and opportunities in a well-thought out and successful manner for our County.
2) Why do you want to serve on the Board of Directors for the Highlands County IDA/EDC?
Being a native of Highlands County I care about its future and want it to continue to be a desirable place to raise my family with hopes our sons will want to remain or return here to raise their families.
3) As a board member, how would you promote economic development for the county?
Our County has so much to offer that it is easy to promote. In my current career I have the opportunity to "sell" the features of our County - location, roadways, health care accessibility, beautiful landscapes and lakes, outdoor recreational activities and several new housing developments being planned/constructed currently.
4) What are your goals for Highlands County economic development?
I would like to see continued growth in industry and commercial businesses while still sustaining the backbone of our county - agriculture. All of these growth opportunities will provide more jobs and a market for young professionals to settle here.
5) What other organizations, if any, have you previously or do you currently belong to? What responsibilities did you have (Officer seats, Community Service, etc.)?
Sebring Dixie Youth Baseball - Current Board Member Sebring Firemen - Active Member United Way of Central Florida-Highlands Co. Division Board Member -

Please submit formal résumé

ANDREW BISHOP

3011 Lakeview Drive · 863-381-1870
drewbishop86@gmail.com

As a Highlands County native I have a strong desire to serve on the IDA/EDC Board so I can contribute to the future of our county. If appointed to the Board I will strive to contribute to continued smart development and growth of our community.

EXPERIENCE

2015 – PRESENT

COMMERCIAL, AGRICULTURE & RESIDENTIAL REAL ESTATE ASSOCIATE KELLER WILLIAMS

Manage real estate transactions on many levels focusing on large commercial and agriculture properties. Instrumental in attracting Wawa to our County and have completed substantial agriculture property sales.

2013-2021

FOUNDER/OWNER, CENTER STATE HOME INSPECTIONS

Created a successful home inspection company, growing to be one of the largest in the County in the first year. We conducted home inspections for insurance policies and residential real estate. We sold the company in 2021.

2007-2014

CERTIFIED ELECTRIC LINEMAN, GLADES ELECTRIC COOPERATIVE, INC.

Performed all duties required of an electric lineman, including storm recovery work, installation of new electric service lines and restoration of aged lines.

EDUCATION

2015

REAL ESTATE LICENSE, SCHOOL

Acquired Commercial & Residential Real Estate License

JUNE 2005

SEBRING HIGH SCHOOL, SEBRING, FLORIDA

ACTIVITIES

Sebring Dixie Youth Baseball – Current Board Member

Sebring Firemen – Active Member

United Way of Central Florida-Highlands County Division – Past Board Member

**Highlands County EDC
Budget to Actual for FY 2022/2023
As of August 31, 2021**

	Budget	Actual	Difference
Ordinary Income/Expense			
Income			
Annual Meeting Sponsorship	-	-	-
Membership Dues & Donations	-	-	-
Services	-	-	-
Total Income	-	-	-
Expense			
Accounting & Auditing	240.00	-	(240.00)
Corporate Filings	122.50	122.50	-
Insurance	1,400.00	1,320.00	(80.00)
Marketing/Client Relations	500.00	-	(500.00)
Operating Supplies	100.00	-	(100.00)
Total Expense	2,362.50	1,442.50	(920.00)
Net Ordinary Income			
Other Income/Expense			
Interest Income			
EDC Bank Interest - Checking	25.00	3.52	
EDC Bank Interest - MMA		8.57	
Total Interest Income	25.00	12.09	(12.91)
Net Income	(2,337.50)	(1,430.41)	907.09

**Highlands County EDC
Budget to Actual for FY 2022/2023
As of January 31, 2023**

	Budget	Actual	Difference
Ordinary Income/Expense			
Income			
Annual Meeting Sponsorship	-	-	-
Membership Dues & Donations	-	-	-
Services	-	-	-
Total Income	-	-	-
Expense			
Accounting & Auditing	240.00	-	(240.00)
Corporate Filings	122.50	-	(122.50)
Insurance	1,400.00	1,481.04	81.04
Marketing/Client Relations	500.00	-	(500.00)
Operating Supplies	100.00	-	(100.00)
Total Expense	2,362.50	1,481.04	(881.46)
Net Ordinary Income			
Other Income/Expense			
Interest Income			
EDC Bank Interest - Checking	25.00	0.64	
EDC Bank Interest - MMA		3.41	
Total Interest Income	25.00	4.05	(20.95)
Net Income	(2,337.50)	(1,476.99)	860.51

Highlands County Economic Development Commission
Balance Sheet
January 31, 2023

Jan 31, 2023

ASSETS

Current Assets

Checking/Savings	
Checking Account - EDC	4,608.76
Money Market Account - EDC	<u>20,165.26</u>
Total Checking/Savings	<u>24,774.02</u>

Total Current Assets 24,774.02

TOTAL ASSETS 24,774.02

LIABILITIES & EQUITY

Equity

Retained Earnings	26,247.54
Net Income	<u>(1,473.52)</u>
Total Equity	<u>24,774.02</u>

TOTAL LIABILITIES & EQUITY 24,774.02

2022 – 2023 EDC Meeting Schedule

DECEMBER

Time/ Date: 7:30 a.m. ▪ Wednesday, December 7, 2022

Location: Jack Stroup Civic Center
355 W. Center Ave
Sebring, FL 33870

MARCH

Time/ Date: 7:30 a.m. ▪ Wednesday, March 8, 2023 (With Optional Tour)

Location: Bernie Little Distributors
2100 Scenic Hwy.
Sebring, FL 33870

JUNE

Time/ Date: 7:30 a.m. ▪ Wednesday, June 7, 2023

Location: South Florida State College
Building F Boardroom
600 W. College Drive
Avon Park, FL 33825

SEPTEMBER

Time/ Date: 7:30 a.m. ▪ Wednesday, September 6, 2023

Location: Lake Placid Town Hall
1069 US HWY 27 N Lake Placid, FL 33852