

**Leon County Research and Development Authority
Executive Committee Meeting**

Collins Building
2051 E Paul Dirac Drive
Tallahassee, FL 32310

Thursday, September 22, 2022
11:00am – 1:00pm

Agenda

Anyone wishing to address the Committee may appear in person or submit written comments by 9:00am the day before the scheduled meeting date so that the comments can be distributed to the Committee members. Comments submitted after this time (up to the time of the meeting) will be accepted and included in the official record of the meeting. Email comments to: publicinput@inn-park.com and reference the meeting title and date in the subject line. Include your name and contact information.

1. Call to Order

2. Introduction of Guests

3. Approval of Participation by Electronic Means (if needed)

In accordance with the Bylaws, there being a quorum of members present in person, the members of the Committee present in person are required to approve participation by those participating via Electronic Means acknowledging that the COVID-19 pandemic constitutes extraordinary circumstances.

4. Modifications to the Agenda

5. Public Comment

Any public comment received prior to the meeting will be provided to the Committee members in addition to any in-person public comment.

6. Approval of Draft Meeting Minutes

- a. July 21, 2022 (Attachment A)
- b. August 1, 2022 (Attachment B)

7. Property & Casualty Insurance Renewal (To be provided as a supplement)

Staff requests approval of Brown and Brown's proposal to renew property & casualty insurance.

8. RFP 22-03 Elevator Modernization Agreement (To be provided as a supplement)

Staff requests approval of the evaluation committee's recommendation to award RFP 22-03 to TK Elevators and the attached agreement between TK Elevators and the Authority.

9. Executive Director Employment Agreement Termination and Letter of Agreement (*Attachment C*)
On July 21, 2022, Executive Director Ron Miller gave notice to the Board of his intent to retire, and on August 4, 2022, indicated to the Board the Effective Date would be October 14, 2022, terminating the employment agreement between the Authority and Ron Miller as of that date. The Authority desires to retain Ron Miller's services on an at-will part-time hourly basis as of the Effective Date. *Staff requests approval of a letter agreement between the Authority and Ron Miller outlining the agreed terms of this part-time employment.*
10. Fiscal Year 2022-2023 Budget (*Attachments D1-D9*)
The Budget Committee requests ratification of its approval of the draft budget for fiscal year 2022-23. The attached narrative explains any significant changes to the budget from prior years.
11. Staffing Update
 - a. Executive Director Search
 - b. Interim Executive Director/Staffing Plan
 - c. Business Manager
12. Interim Executive Director Signature Authority (*Attachment E*)
The attached report summarizes the signature authority for the Executive Director. *Due to the resignation of the Executive Director, staff requests the board delegate signature and approval authority of the Executive Director to the Interim Executive Director, effective not later than October 14, 2022, consistent with the authority's bylaws, policies, and procedures.*
13. Future Structure of Innovation Park (*To be provided as a supplement*)
14. Staff Reports
 - d. Executive Director
 - e. Director of North Florida Innovation Labs
15. New Business
16. Adjourn

UPCOMING MEETINGS AND EVENTS

Board of Governors Meeting Thursday, October 6, 2022 11:00am – 1:00pm	Executive Committee Special Meetings Tuesdays, September 27, October 4 & 11, 2022 8:00am – 9:00am
Executive Committee Regular Meeting Thursday, November 17, 2022 11:00am – 1:00pm	Board of Governors Meeting Thursday, December 1, 2022 11:00am – 1:00pm

**Leon County Research and Development Authority
Executive Committee Meeting**

Collins Building
2051 E Paul Dirac Drive
Tallahassee, FL 32310

Thursday, July 21, 2022
11:00am – 1:00pm

DRAFT Minutes

Members in Attendance In-Person: Kevin Graham, Tom Allen, Kimberly Moore, Dave Ramsay.

Members in Attendance by Electronic Means: None.

Members Not in Attendance: None.

Guests: Ron Miller, Bill Lickson, Kaizsa Grant-Threatt, Peggy Bielby, LCRDA Staff.

1. Call to Order

Chair Kevin Graham called the meeting to order at 11:00am.

2. Introduction of Guests

All present introduced themselves.

3. Approval of Participation by Electronic Means

No approval was needed as a quorum of members was present in person.

4. Modifications to the Agenda

None.

5. Public Comment

None.

6. Approval of Draft Meeting Minutes, March 24, 2022

Tom Allen offered a motion to approve the draft meeting minutes. Dave Ramsay seconded the motion which passed unanimously.

7. Nominating Committee Appointment

The Authority's Board of Governors will have three Leon County Commission appointed board members' terms expiring on September 30, 2022. In accordance with County Ordinance, a committee convened by the County will review applications and make nominations to the Commission to fill those seats. The Authority's board chair is appointed to serve on the committee unless the chair is applying for re-appointment to the board. In which case, the Board must designate an alternate to serve on the committee. Chair Kevin Graham's term is expiring and intends to re-apply for appointment. The County is currently scheduling the nominating committee meeting and is requesting the name of the

Authority's designee. Staff requests the Executive Committee designate another one of its members to service on the committee.

Dave Ramsay offered a motion to designate Tom Allen as the Authority's alternate to serve in the committee. Kevin Graham seconded the motion which passed unanimously.

Kimberly Moore joined the meeting at 11:05am.

8. RFP 22-03 Elevator Modernization Request for Proposals

Elevators in the Morgan and Johnson Buildings were installed in the buildings when they were constructed in 1987 and 1993, respectively. Code regulations for elevators have changed during that time, and the appearance and mechanical operations of the cabs are deteriorating. As previously approved by the board, a consultant was hired to develop the technical specifications for the modernization of the elevators and to assist with an RFP process and to oversee the project. Staff requests approval to issue and advertise RFP 22-03 for the modernization of the elevators in the Don Fuqua Research Center Morgan and Johnson Building.

Dave Ramsay offered a motion to issue and advertise the RFP and to appoint Ron Miller, Stephanie Shoulet, and the elevator consultant as the evaluation committee to evaluate the responses and make a recommendation to the Board. Kimberly Moore seconded the motion which passed unanimously.

9. Local Support Grant Opportunity

Staff have applied to the State of Florida, through Representative Shoaf, for a Local Support Grant in the amount for \$250,000 to support Land Planning, Geotechnical Investigation, and Pad-Ready Certification of some of the undeveloped land at Innovation Park. Staff requests ratification of its decision to apply for this grant, and authority to accept the grant if it is awarded.

Tom Allen offered a motion to ratify application and to authorize acceptance of the grant if awarded. Kimberly Moore seconded the motion which passed unanimously.

10. North Florida Innovation Labs Construction (NFIL) Update

Staff will provide an update regarding the construction of NFIL including a cash flow projection and schedule.

Ron Miller reviewed a 27-month schedule, payments to date, reimbursement schedule, projected cash balances, and loan draw schedule and balances. All permits have been approved. The architect is providing construction administration and enhanced observation services. EDA five payment reimbursements will be a percentage of funds expended to their budget, not based on total budget. He explained how the draws on the 12-month interest only FSU loans will be structured.

11. Financial Forecast for Fiscal Year 2021-22

The Executive Director presented an update regarding a financial forecast for the remainder of the current fiscal year. Ron Miller reviewed the year-to-date actual budget plus the three remaining months' budget, adjusting for forecasted changes, and reviewed the main variances. Overall, the current year forecast is very close to the current year budget. The Budget process will begin meet next month.

12. Staff Update

a. Director of North Florida Innovation Labs

Bill Lickson reported on the NFIL Groundbreaking community feedback, community engagement, and his attendance at the International Business Innovation Association (InBIA) conference in

Atlanta at Georgia Tech. He also discussed fundraising and funding, and NFIL and IPTLH structure and governance, and building a national presence for the new NFIL facility. The Committee requested a statement of sources, uses, and timing of funding required for the equipping, initial operation, and retirement of debt for NFIL. They also requested information regarding IPTLH/NFIL's optimal structure to protect proprietary and confidential information of its clients.

b. Manager of Marketing & Communications

Kaizsa Grant-Threatt reported on NFIL Groundbreaking earned media, TechGrant 2022 planning, sponsorships, and social media.

c. Executive Director

Ron Miller announced that he plans to retire and will work with the Board to facilitate a smooth transition to a new Executive Director. He asked that the Board have someone in place in the next 60 to 75 days. The Executive Committee will meet again in a special meeting in the next week to discuss the hiring and transition plans.

13. New Business

None.

14. Adjourn

The meeting was adjourned at 1:02pm.

**Leon County Research and Development Authority
Executive Committee Special Meeting**

Collins Building
2051 E Paul Dirac Drive
Tallahassee, FL 32310

Monday, August 1, 2022
11:00am – 1:00pm

DRAFT Minutes

Members in Attendance In-Person: Kevin Graham, Tom Allen, Kimberly Moore, Dave Ramsay.

Members in Attendance by Electronic Means: None.

Members Not in Attendance: None.

Guests: Ron Miller, Bill Lickson, Peggy Bielby, LCRDA Staff.

1. Call to Order

Chair Kevin Graham called the meeting to order at 11:00am.

2. Introduction of Guests

None.

3. Approval of Participation by Electronic Means

No approval was needed as a quorum of members was present in person.

4. Modifications to the Agenda

None.

5. Public Comment

None.

6. Executive Director Position, Recruiting, and Transition

Kevin Graham led an open dialogue about the process, skillset, trajectory of the ED position, and reviewed an overview and general proposal from Opus Partners search firm. Bill Lickson reviewed North Florida Innovation Labs next steps, opportunities, and challenges. He listed the top priorities and functional pieces of the position and proposed that going forward it would function best as two positions dividing the responsibilities and duties between an ED and a Business Manager. Ron Miller reviewed the history of his 10 years as ED, and the challenges and changes. Having a Business Manager in place prior to his departure would allow him to transition key duties to that new position. After discussion, the Committee agreed that a national search for an ED should be conducted, while a Business Manager could be expeditiously recruited locally. The proposal from Opus Partners explains the standard fee is 33.3 percent of the successful candidate's first year total cash compensation, but it offers to reduce its

fee to 30 percent. The procurement process under LCRDA Purchasing Policy 11-03 for hiring the search firm depends on whether the cost is more or less than \$50,000. If less \$50k, then three informal bids can be sought without a formal Request for Proposals process. If more than \$50k, the formal competitive procurement RFP process must be utilized. However, the Purchasing Policy also allows for the Board to make a written determination that a particular service is only available from a single source, whereupon further compliance with the purchasing policy is not required. Kevin Graham asked staff to confirm with Counsel that the sole source justification is appropriate. The committee requested staff to prepare for Thursday's Board meeting a two-year back-of-the-envelope forecast incorporating changes in staff positions and available reserves, and other known changes.

Tom Allen offered a motion to recommend to the Board that it hire a search firm to conduct a national search for an Executive Director candidate, and for the Board to simultaneously conduct a local search to secure a Business Manager candidate. Dave Ramsay seconded the motion which passed unanimously.

Dave Ramsay offered a motion to recommend to the Board that it engage Opus Partners to procure an Executive Director candidate at a fee of 30 percent of first year's total cash compensation not to exceed \$50,000. Tom Allen seconded the motion. After discussion, Dave Ramsay amended the motion to remove the \$50,000 fee cap and add a recommendation that the Board determine that the service provided by Opus Partners is available only from Opus Partners in accordance with Policy 11-03(3.)(d.). Tom Allen seconded the amended motion which passed unanimously.

7. New Business

None.

8. Adjourn

The meeting was adjourned at 1:17pm.



October 6, 2022

Ronald J. Miller, Jr.
Tallahassee, Florida

RE: Employment Agreement Between Ronald J. Miller, Jr. ("Employee") and Leon County Research and Development Authority ("LCRDA")

Dear Mr. Miller,

This letter agreement acknowledges Employee's planned retirement and the termination of Employee's employment agreement with the LCRDA dated March 6, 2014, as amended, effective October 14, 2022. Further, this letter acknowledges our mutual understanding of the terms of Employee's continued employment with the LCRDA effective October 15, 2022.

In the payroll for the period ending October 15, 2022, LCRDA shall pay the Employee unused annual leave benefits, and sick pay benefits up to 120 hours in accordance with the revised board policy accepted by the Employee.

LCRDA desires to retain the employee's services on a part-time basis. This employment shall be at-will and either party may terminate employment upon two-week's written notice or earlier by mutual agreement of the parties. Unless the arrangement is otherwise terminated or extended in writing, employment shall terminate without further notice on December 31, 2022.

Employee agrees to be available to work remotely one 8-hour day per week. The dates and times of availability shall be at the Employee's discretion. Employee shall be compensated at the rate of \$90 per hour less all applicable taxes and benefit deductions, paid semi-monthly with the LCRDA's regular payroll. Until employment is terminated, LCRDA shall continue to make any required FRS contributions and withhold the required Employee's share from compensation. LCRDA shall provide and pay for 90% of the Employee's medical insurance and withhold the Employee's share from compensation. No other employment benefits shall be provided to Employee.

LCRDA shall provide to Employee a license for the use of Office 365 and access to LCRDA's Office 365 account. Employee shall provide his own computer.

With the signatures below, LCRDA and Employee agree to be bound by the terms of this letter agreement.

2051 E. Paul Dirac Drive • Suite 100 • Tallahassee, FL • 32310 • 850-575-0343 • Innovation-Park.com

Ronald J. Miller, Jr.
Letter Agreement
October 6, 2022

Sincerely,
Leon County Research and Development Authority

By: _____
Kevin Graham, Chair

Acknowledge and Accepted By:

Ronald J. Miller, Jr.

**Leon County R&D Authority
Budget Narrative
For the fiscal year ending September 30, 2023**

The proposed budget reflects \$12.7 million in revenue expected to be recognized for grant and matching funds earned on the North Florida Innovation Labs (NFIL) project, as will be further explained below. This amount obscures the typical operating and capital budget comparisons with prior years. While it must be included in the budget, the amount has been pulled out and separately stated at the bottom of the budget to illustrate its impact and provide meaningful comparative information. "Cash Flow Before CAPEX and NFIL" in the budget is comparable to the components of the prior year's "Net Operating Loss". References to "current year" below means Fiscal Year 2021-22, while the proposed budget year means Fiscal Year 2022-23.

The proposed budgeted Net Operating Loss is \$402,900 compared to the current year budgeted Net Operating Loss of \$54,413. The current year actual is forecasted to be a Net Operating Loss of \$55,840, or about \$1,428 worse than budget. Variances between the current year budget and forecasted current year amounts are included in a separate attached report.

Assumptions:

The budget is built based on all known leases, grants awarded, service contracts and other non-contractual service arrangements. Utilities, repairs and maintenance, and cleaning are based on historical experience with allowances for contingencies and adjusted for known changes not included in historical experiences. The "Grants and Other Income Schedule" detail specific grants and other income expected to be received and expended in the current year.

Significant changes from the Current Year Budget and other assumptions:

Revenue:

- a) Rent revenue will drop approximately \$52,000 due primarily to the loss of leases with FSU for the COVID lab and offices in the Morgan building (\$37.6k), and the reduced rent from the renegotiated FDOT lease in the Phipps building (\$23.8k) and offset by CPI increases in the National Park Service lease in the Johnson Building (\$4.4k).
- b) As mentioned above, Grant Revenue of \$12.7 million for the NFIL project is recognized in the proposed budget. This amount represents the proportionate share of the estimated project expenditures expected to be incurred during the year relative to the grant and matching contributions for the EDA (62.7626%), FSU Research Foundation (13.1634%), and Office of Economic Vitality (12.6571%).
- c) The current year Grant Revenue-Other budget included an expected but not awarded \$115k for program grants awarded by FAMU, and ARPA grant revenue of \$9.5k which was earned by, and related expenses paid by Innovation Park TLH, Inc. (IPTLH). The FY2022-23 grant revenue is detailed in a separate schedule including \$57,800 remaining from the ARPA grant.
- d) Other income in the current year includes \$268,500 in funding from the Juggernaut/Danfoss MOU with OEV while the proposed budget includes the remaining funding of \$92,500 expected to be used in the Morgan building renovations. These funds are earned as authorized expenses are incurred (see the Grant and Other Income schedule). Another \$268,500 will be earned upon issuance of a certificate of occupancy (CO) for the Danfoss expansion. The completion of the facility within the

proposed budget year is uncertain and has not been budgeted. These additional funds are expected to be used to support LCRDA's matching contribution for the NFIL project, subject to OEV approval.

- e) Interest Income has been estimated based on declining fund balances due to matching contributions for the North Florida Innovation Labs construction.
- f) Operating expense reimbursement increased due to FSU's share of an increased cost of the elevator refurbishment being pushed from the current year to next year.

Operating Expenses:

- g) Authority Employee Expense increased due to the addition of a Business Manager position (\$88k), and elimination of the Executive Director's deferred compensation (\$18k). Remaining staff salaries were increased 4% (\$6k).
- h) Utilities: The increase in utilities is due primarily to expected rate increases.
- i) Maintenance and Repairs: The proposed budget reflects current year maintenance cost experience.
- j) Cleaning and Improvements: The current year budget included \$200,000 for flooring, paint and ceiling tiles in the Collins and Morgan Buildings funded from the OEV MOU related to the Danfoss project. Only the Collins building is expected to be completed in the current year, while the proposed budget includes the remaining \$80,000 to complete the Morgan building (see the Grant and Other Income schedule).
- k) Services: Services cost increases due primarily to consulting costs related to the elevator modernization project (\$7k).

Administrative Expenses:

- l) Professional fees have been increased by \$48,000 to reflect professional search services for the Executive Director position. Current year grant writer fees of \$12,000 have been moved to the Grant Expense account for the proposed budget year.
- m) Grant Expense reflects reimbursable expenses to be expended in FY2022-23 for the ARPA grant (see the Grant Schedule for details), and grant writer fees (\$12k).
- n) Other Program expenses includes the TechGrant (\$8k), TechTopics (\$1.6k), and other events (\$2k). The TechGrant expenses are offset by sponsorship revenue included in "Other Program Income".
- o) Marketing and PR of \$31,560 in the proposed budget is approximately 5% of potential lease revenue for leasable vacant space to fund more deliberate marketing efforts. \$12,500 of the expense is planned to be offset by funding from the OEV MOU related to the Danfoss project (see the Grant and Other Income schedule).
- p) Other Expenses represented the increase in the Talcot contract cost approved by the Board.
- q) Property Insurance: P&C renewal quote has not yet been received. The broker expects an increase of 5%. Changes received prior to the final approval of the budget will be presented at that time for any needed amendment to the budget.
- r) Capital Budget (see Capital Projects and Major Maintenance schedule):
 - \$15,000 is provided in the event of the need to replace HVAC units; this amount may be used for repairs in lieu of total replacements.
 - The proposed budget includes \$234,000 for elevator refurbishment for the Fuqua and Johnson Building Elevators based on recently received bids. These refurbishments must be done to meet code requirements and to be more attractive to prospective tenants.

- \$10,000 is provided for the replacement of the office copier. We've been advised that due to the age of the existing copier, parts are no longer available to repair it.
- \$2,000 is provided for a computer for the new business manager.

s) North Florida Innovation Labs

This section illustrates the components of the remaining \$470,563 of LCRDA's required matching contribution in the proposed budget and assumes \$1,800,000 of LCRDA's match is paid in the current budget year. These funds will be paid from invested reserve funds. Construction expenditures are estimated, and the timing of these expenditures can vary substantially. The loan amount also makes assumptions about timing and will be drawn on the \$4,000,000 debt facility with the FSU Research Foundation.

Summary:

The proposed budget year deficit compared to current year budget has many causes as explained above. Perhaps easier to grasp is comparing the proposed budget to the "forecast" for the current year which reflects how we've actually been operating. The proposed budget Net Operating Loss is \$347k worse than the current year forecast. The major components of these changes total \$339k and include: reduced rent, grant and other revenue net of elevator renovation reimbursement (\$112k), increased salaries (\$112k) due to added staff and filled vacant position, increased professional fees due to the Executive Director search (\$48k), increased grant expense (\$33k) due to reduced expense offsets (grant revenue that can be used to offset existing expenses), increased other program expense (\$10k) due to timing of the TechGrant and other programs, and an increase in marketing and PR (\$24k) due efforts needed to lease space and build the NFIL membership.

If these losses continue unabated, reserve funds would be depleted by 2025. While increasing grant revenue is one possible option, grants generally requiring incremental spending rather than offsetting current expenses. The obvious, albeit not simple, solution to the deficit problem is to lease more space. The potential gross profit from leasing vacant space is approximately \$420k. Occupancy of 80% would generate \$336k. Efforts must be undertaken to lease space. Traditional leasing efforts have not been successful, and other options need to be urgently explored by the Board.

	Proposed Budget FY 2022-23								Proposed Budget vs. Current Year Forecast	FY 2021-22				Proposed Budget vs. Current Year Budget	Narrative Note
	Tenants In Common	Knight/ Admin	Collins	Fuqua Shared	Morgan	Johnson	Phipps	Total Budget		Current Year Forecast	Current Year Budget	Current Year Forecast vs. Current Year Budget	Var. Note		
INCOME															
OPERATING INCOME															
Rent	\$ -	\$ 11,058	\$ 73,718	\$ -	\$ 147,516	\$ 306,252	\$ 104,859	\$ 643,403	\$ (47,815)	\$ 691,217	\$ 694,942	\$ (3,725)		\$ (51,539) ^a	
Common Area Maintenance	66,448	-	-	-	-	-	-	66,448	1,965	64,483	64,483	-		1,965	
Other Rents	-	-	-	-	-	-	-	-	-	-	-	-		-	
Tech Force Program Income	-	-	-	-	-	-	-	-	-	-	-	-		-	
Other Program Income	-	8,000	-	-	-	-	-	8,000	(750)	8,750	8,000	750		-	
Grant Revenue-NFIL	-	12,697,500	-	-	-	-	-	12,697,500	8,298,177	4,399,323	-	4,399,323	1	12,697,500 ^b	
Grant Revenue-Other	-	57,798	-	-	-	-	-	57,798	(20,066)	77,864	197,250	(119,386)	2	(139,452) ^c	
Other Income	-	92,500	-	-	-	-	-	92,500	(85,995)	178,495	268,500	(90,005)	3	(176,000) ^d	
TOTAL OPERATING INCOME	66,448	12,866,856	73,718	-	147,516	306,252	104,859	13,565,648	8,145,516	5,420,132	1,233,175	4,186,957		12,332,473	
NON-OPERATING INCOME															
Interest	17,132	-	-	-	-	-	-	17,132	(5,211)	22,343	30,438	(8,096)	4	(13,306) ^e	
Operating Expense Reimbursement	-	-	-	46,618	-	-	-	46,618	41,400	5,218	30,120	(24,902)	5	16,498 ^f	
TOTAL NON-OPERATING INCOME	17,132	-	-	46,618	-	-	-	63,750	36,189	27,561	60,558	(32,998)		3,192	
TOTAL INCOME	83,580	12,866,856	73,718	46,618	147,516	306,252	104,859	13,629,399	8,181,706	5,447,693	1,293,733	4,153,959		12,335,666	
EXPENSES															
OPERATING EXPENSES															
Total Authority Employee Expense	-	520,326	-	-	-	-	-	520,326	112,147	408,179	450,955	(42,776)	6	69,371 ^g	
Total Utilities	1,356	4,457	45,925	6,345	34,817	30,314	-	123,214	7,903	115,310	110,502	4,808		12,712 ^h	
Total Maintenance & Repairs	2,400	2,825	14,860	2,280	14,265	13,049	4,744	54,423	7,393	47,030	63,308	(16,278)	7	(8,885) ⁱ	
Total Cleaning & Improvements	-	-	700	-	80,000	23,300	-	104,000	(13,385)	117,385	223,300	(105,915)	8	(119,300) ^j	
Total Services	12,682	13,292	27,533	6,070	23,660	41,370	3,291	127,899	10,167	117,732	118,813	(1,081)		9,086 ^k	
Property Administrative															
Audit	-	19,800	-	-	-	-	-	19,800	1,800	18,000	18,000	-		1,800	
Phone Service	-	2,436	-	-	-	-	-	2,436	142	2,294	2,220	74		216	
Internet Charge	-	2,519	-	-	-	-	-	2,519	474	2,045	2,168	(123)		351	
Copies	-	480	-	-	-	-	-	480	32	448	480	(32)		-	
Fees/Licenses/Permits	-	168	-	-	-	-	-	168	58	110	168	(58)		-	
Office Supplies	-	1,180	-	-	-	-	-	1,180	366	814	1,180	(366)		-	
Office Equipment Maintenance	-	600	-	-	-	-	-	600	214	386	600	(214)		-	
Postage/Delivery	-	60	-	-	-	-	-	60	45	15	60	(45)		-	
Professional Fees	-	74,000	-	-	-	-	-	74,000	28,318	45,682	38,000	7,682	9	36,000 ^l	
Printing	-	1,200	-	-	-	-	-	1,200	900	300	1,200	(900)		-	
Grant Expense	-	56,951	-	-	-	-	-	56,951	32,766	24,185	72,875	(48,690)	10	(15,924) ^m	
Other Program Expenses	-	11,625	-	-	-	-	-	11,625	10,475	1,150	16,625	(15,475)	11	(5,000) ⁿ	
Subscriptions/Dues	-	3,975	-	-	-	-	-	3,975	1,011	2,964	3,544	(580)		431	
Travel/Conferences	-	8,404	-	-	-	-	-	8,404	(996)	9,400	9,400	-		(996)	
Marketing/PR	-	31,560	-	-	-	-	-	31,560	24,244	7,316	31,560	(24,244)	12	-	
General Authority Expense	-	2,400	-	-	-	-	-	2,400	(1,086)	3,486	2,400	1,086		-	
Other Administrative Expense	-	2,500	-	-	-	-	-	2,500	636	1,864	2,500	(636)		-	
Research Grants	-	25,000	-	-	-	-	-	25,000	-	25,000	25,000	-		-	
Total Property Administrative	-	244,858	-	-	-	-	-	244,858	99,400	145,458	227,980	(82,521)		16,878	

	Tenants							Total Budget	Proposed Budget vs. Current Year Forecast	FY 2021-22				Proposed Budget vs. Current Year Budget	Narrative Note
	In Common	Knight/ Admin	Collins	Fuqua Shared	Morgan	Johnson	Phipps			Current Year Forecast	Current Year Budget	Current Year Forecast vs. Current Year Budget	Var. Note		
Total Other Expenses (Talcro)	-	11,424	19,920	-	26,016	22,704	11,724	91,788	3,540	88,248	88,248	0		3,540	
Total Insurance & Taxes	1,475	15,032	14,960	-	15,759	19,058	2,008	68,291	3,424	64,867	65,040	(173)		3,251	
TOTAL OPERATING EXPENSES	17,913	812,213	123,898	14,695	194,518	149,795	21,767	1,334,798	230,588	1,104,210	1,348,146	(243,936)		(13,348)	
EARNINGS BEFORE CAPEX AND NFIL ADJ	65,666	12,054,643	(50,180)	31,923	(47,002)	156,457	83,092	12,294,600	7,951,117	4,343,483	(54,413)	4,397,895		12,349,013	
Less: NFIL Revenue Recognized		(12,697,500)						(12,697,500)	(8,298,177)	(4,399,323)	-	(4,399,323)		(12,697,500)	
CASH FLOW BEFORE CAPEX AND NFIL	65,666	(642,857)	(50,180)	31,923	(47,002)	156,457	83,092	(402,900)	(347,060)	(55,840)	(54,413)	(1,428)		(348,487)	
Less: Capital Expenditures-Ordinary	-	(12,000)	(5,000)	(118,500)	(5,000)	(120,500)	-	(261,000)	(241,950)	(19,050)	(192,000)	172,950	13	(69,000) °	
CASH FLOW BEFORE NFIL	65,666	(654,857)	(55,180)	(86,577)	(52,002)	35,957	83,092	(663,900)	\$ (589,010)	\$ (74,890)	\$ (246,413)	\$ 171,522		\$ (417,487)	
NORTH FLORIDA INNOVATION LABS:															
Plus: Beginning Cash Balance		1,191,630						1,191,630							
Plus: NFIL External Matching Contributions		12,257,014						12,257,014							
Plus: Loan Amount		414,788						414,788							
Less: Construction Expenditures		(14,333,995)						(14,333,995)							
NFIL Cash Balance (LCRDA NFIL Contribution)		(470,563)						(470,563)							
CASH FLOW INCLUDING NFIL	\$ 65,666	\$ (1,125,420)	\$ (55,180)	\$ (86,577)	\$ (52,002)	\$ 35,957	\$ 83,092	\$ (1,134,463)							

9/15/2022

Leon County R&D Authority
Two Year Cash & Investments
Balance Forecast
Thru 9/30/2024

Checking	7/31/2022	\$	175,551	
FY2022 2 months		\$	(10,000)	
Less: Collins Renovation	9/30/2022		<u>(91,829)</u>	
Available Operating Funds				\$ 73,722
Investments			3,347,129	
Less: LCRDA NFIL Matching Contribution			<u>(1,300,000)</u>	
Balance	9/30/2022			2,047,129
Forecast:				
FY22-23				
Net Operating Income (Loss)			(402,900)	
Capital Expenditures-Ordinary			<u>(261,000)</u>	
			(663,900)	
Less: LCRDA NFIL Matching Contribution			<u>(470,563)</u>	
				<u>(1,134,463)</u>
Balance	9/30/2023			986,388
FY 23-24				
Prior year Net Operating Income(Loss)			(402,900)	
Adjustments for non-recurring revenue/expenses:				
Plus: OEV MOU for Danfoss Land ¹			268,500	
Search Fee			48,000	
Major Maintenance			21,000	
Elevator Expense Reimb			(41,475)	
Grant Revenue Offsets			<u>(12,850)</u>	
Projected Loss				<u>(119,725)</u>
Balance	9/30/2024			866,663
Plus: OEV MOU for Danfoss Land ¹	1/1/2025			268,000
				<u>\$ 1,134,663</u>

¹ OEV Payment Due upon issuance of Certificate of Occupancy (1/2024) and 12 months after (1/2025) and assumes IA approval to apply to NFIL construction

Note: This forecast assumes no new revenue and known conditions.

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Leon County R&D Authority Fiscal Year 2021-22
Forecast Variance 21-22

Note Current Year Budget Variance Summary:		Favorable/ (Unfavorable)	Explanation
	Rent	\$ (3,725)	
	Other Program Income	750	
1	Grant Revenue-NFIL	4,399,323	Amounts were not known at time of budgeting last year
2	Grant Income	(119,386)	Additional grants applied for not received yet (NASA \$40K, FAMU \$60K, Reach \$15k)
3	Other Income	(90,005)	Morgan renovations not expected to complete this FY; recognizing OEV MOU Income as related expenses incurred.
4	Interest	(8,096)	Falling rates most of the year but starting to recover
5	Operating Expense Reimbursements	(24,902)	Based on reimbursable expenses--Elevator project not completed
	Total Income Variance	<u>4,153,959</u>	
6	Authority Employee expense	42,776	Periods with an unfilled position and different benefits than budgeted
	Utilities	(4,808)	
7	Maintenace & Repairs	16,278	Fewer repairs than expected
8	Cleaning and Improvements	105,915	Balance of OEV funds for Morgan (\$80k) and National Park Service paint (\$20k)
	Services	1,081	
	<u>Property Administration:</u>		
9	Professional Fees	(7,682)	Additional legal costs relaed to EDA lien/FSURF loan
10	Grant Expense	48,690	Excluded NASA and Reach grant related expenses
11	Other Program Expenses	15,475	Groundbreaking \$5k in Grant expense reimbursed through ARPA
12	Marketing/PR	24,244	Didn't spend as planned
	All Other Property Admin Expenses	<u>1,967</u>	
	Total Operating Expense Variance	<u>243,936</u>	
	Net Operating Income Variance	4,397,895	
	Less: NFIL Revenue Recognized	<u>(4,399,323)</u>	Adjust to reflect that NFIL revenue was recognized but not budgeted
	Cash before CAPEX and NFIL	(1,428)	Unfavorable
12	Capital Expenditures	172,950	Elevators budgeted \$150k (will be next year) and HVAC (30k)
	Total Current Year Budget Variance	<u>171,522</u>	Favorable
	Budgeted Cash Flow	(246,413)	
	Current Year Forecasted Cash Flow Before NFIL	<u>\$ (74,891)</u>	

Admin Detail

							TOTAL
AUTHORITY'S EMPLOYEE EXP.							
Executive Director							
	Rate	Salary	Months				
	Current	13,333	-	-			
4401-0000	Total with potential increase	0.0000% 13,333	12	160,000	160,000	\$	159,996
	Medicare	1.45%			2,320		2,316
	Social Security	6.20% Limit-->	147,000		9,114		9,924
	Workers Comp	0.71% Oct-Dec	Jan-Sept	0.71%			1,131
	Health Insurance	EE Only 701	Jan Increase%-->	4.62%			8,700
	Cell Phone Allowance	\$ 45.00					540
	Life Insurance	\$ 0.52					1,997
	Retirement FRS (ER to EE acct)	6.30%	Rates Change Ju	Change indeterminate			10,080
	Retirement FRS (ER to State)	5.61%					8,976
	Total Salary, Taxes, and Fringes						203,660
	Total Taxable Medicare Wages				160,000		159,996
	Total Taxable Social Security Wages	2022 YTD --->>	-	Limit---->>	147,000		159,996
Business Manager							
	Current	10/1/2022	5,417	7	37,917		
4401-0100	Total with potential increase	0.00%	5,417	5	27,083	65,000	65,002
	Medicare	1.45%				943	948
	Social Security	6.20% Limit-->	147,000			4,030	4,032
	Workers Comp	0.71% Oct-Dec	Jan-Sept	0.71%			456
	Health Insurance	EE Only 701	Jan Increase%-->	5.1%			8,736
	Cell Phone Allowance	\$ 45.00					540
	Life Insurance	\$ 0.52 2x					811
	Retirement FRS (ER to EE acct)	6.30%					4,092
	Retirement FRS (ER to State)	5.61%					3,648
	Total Salary, Taxes, and Fringes						88,265
Director of Marketing & Engagement							
	Current	4/19/2022	4,333	7	30,333		
4403-0000	Total with potential increase	4.00%	4,507	5	22,533	52,867	52,951
	Medicare	1.45%				767	767
	Social Security	6.20% Limit-->	147,000			3,278	3,283
	Workers Comp	0.71% Oct-Dec	Jan-Sept	0.71%			377
	Health Insurance	EE Only 701	Jan Increase%-->	5.1%			8,736
	Cell Phone Allowance	\$ -					-
	Life Insurance	\$ 0.52 2x					660
	Retirement FRS (ER to EE acct)	6.30%					3,336
	Retirement FRS (ER to State)	5.61%					2,971
	Total Salary, Taxes, and Fringes						73,082
	Total Taxable Medicare Wages					52,867	52,951
	Total Taxable Social Security Wages					52,867	52,951
Director of North Florida Innovation Labs							
	Current	4/19/2022	8,667	7	60,667		
4402-0000	Total with potential increase	4.00%	9,013	5	45,067	105,733	105,909
	Medicare	1.45%				1,533	1,539
	Social Security	6.20% Limit-->	147,000			6,555	6,565
	Workers Comp	0.71% Oct-Dec	Jan-Sept	0.71%			749
	Health Insurance	None	-	Jan Increase%-->	5.1%		-
	Cell Phone Allowance	\$ 45.00					540
	Life Insurance	\$ 0.52 2x					1,321
	Retirement FRS (ER to EE acct)	6.30%					6,673
	Retirement FRS (ER to State)	5.61%					5,942
	Total Salary, Taxes, and Fringes						129,237
Administrative Coordinator							
	Current	5/2/2016	1,777	7	12,436.67		
	Total with potential increase	4.00%	1,848	5	9,238.67	21,675	21,679
	Medicare	1.45%				314	317
	Social Security	6.20% Limit-->	147,000			1,344	1,345
	Workers Comp	0.71% Oct-Dec	Jan-Sept	0.71%			156
	Cell Phone Allowance	\$ -					-
	Retirement FRS (ER to EE acct)	6.30%					1,364
	Retirement FRS (ER to State)	5.61%					1,220
	Total Salary, Taxes, and Fringes						26,081

Admin Detail

Total Salaries and Wages			405,537
4404-0 Payroll Taxes (Medicare & Social Security)			31,036
4405-0 Worker's Comp			2,869
4406-0 Employee Benefits			
Deferred Comp			-
Health Insurance			26,173
Cell Phone Allowance			1,620
Life Insurance			4,789
Retirement FRS (ER to EE acct)			25,545
Retirement FRS (ER to State)			22,757
Total Employee Benefits			\$ 80,884
Total Employee Expense			520,326
PROPERTY ADMINISTRATION			
5510-0 Accounting/Audit	THF Contract		\$ 19,800
5520-0 Phone Service	Comcast Contract		2,436
5522-0 Internet Charge			
Comcast Contract			1,344
Adobe (Ron+Peggy)			360
Zoom			140
Nest Doorbell Cams			80
Domain Registrations			95
Webhosting Services - Per Oppenheim \$500 per site per year (December (Innovaton-Park.com))			500
Total Internet Charge			2,519
5530-0 Copies	Copier Service Agreement		480
5560-0 Fees/Licenses/Permits			
Payroll service fee \$1.45/check x 3 employees x 2 pays/mo (eliminated in new contract)			-
Offical Records Filings			168
Total Fees/Licenses/Permits			168
5565-0 Office Supplies			
Miscellaneous Office Supplies			840
Board Plaques			300
Board Meetings - @ \$10.00 per meeting			40
			-
Total Office Supplies			1,180
5566-0 Office Equip. Maint.	Miscellaneous Phone/Computer/Copier		600
5570-0 Postage/Delivery	Less than actual--eliminated Talcot charges in new contract		60
5575-0 Professional Fees			
General Council agreement	Monthly Fee estimate	2,167	26,000
Executive Search			48,000
Total Professional Fees			74,000
5580-0 Printing			
Total Printing			1,200
5581-0 TechForce Program Expenses			
Total Tech Force Expenses			-
Grant Expenses			
Grant writer			12,000
Grant Expenses-ARPA			44,951
Total Grant Expenses			56,951
5582-0 Other Program Expenses			
Tech Grant			8,000
Tech Topics	\$325 per event		1,625
Other Events			2,000
			-
Total Other Program Expensees			11,625
5585-0 Subscriptions/Dues			
iNBIA (International Business Innovation			695
Association of University Research Parks			1,050
FBIA			150
Special District Fees			175
Tallahassee Chamber			425
Capital City Chamber			500
Magazines			480
INIE			150
Big Bend Minority Chamber			500

Admin Detail

Total Subscription & Dues					4,125
5594-0 Travel/Conferences	ED		DNFIL		
Chamber Conference-Registration/Meals/Lodging	1,500	-	1,500		3,000
Other Conferences & Training	1,400	-	4,000	5,400	5,404
Total Travel/Conferences	2,900	-	5,500	8,400	8,404
5586-0 Marketing/PR					
Constant Contact					840
Canva					120
Social/Digital Ads-Event promotion, business attraction (Google ads)					6,000
Swag					500
Print Media					5,000
WFSU Underwriting					6,000
OEI MOU Funded Marketing	12,500				12,500
Other Sponsorships					600
					31,560
5587-0 General Authority Exp -- primarily petty cash expenses \$100/mo (+board meeting food 6 @ 200)					2,400
5589-0 Research Grants - Non CAM					25,000
5596-0 Other Administrative Exp.					
Tallahassee Democrat - Notices					1,440
Florida Administrative Register Notices - Twice per year @ \$300.00 per					600
Procurement notices		2@ \$230			460
Miscellaneous					-
Total Other Administrative					2,500
Total Property Administration Costs					245,008

Cap Ex & Major Maint**Capital Expenditures**

Building	Item	2022-23
		\$ -
Fuqua	Renovate elevator & consultant	118,500
Johnson	Renovate elevator & consultant	115,500
Knight	NFIL Matching Contribution	1,800,000
	Computer	2,000
	Multifunction Copier/Scanner/Fax/Multiuser	10,000
Morgan/ Johnson/ Collins	New HVAC Units-If needed	15,000
Total Capital Expenditures		<u><u>\$ 2,061,000</u></u>

Major maintenance plan (excludes grant/OEV funded):

		2022-23	Deferred
Johnson	Paint: interior of NPS/SEAC	21,000	November
Inn-tic	Trail washout asphalt		6,800
	Signage: Refurb (high estimate \$3,000 x 42)		126,000
	Signage: New/replacements		10,000
Parking Lots			
Morgan	Overlay		49,000
Johnson	Overlay		49,000
Collins	Overlay		98,000
Total deferred maintenance		<u><u>\$ 21,000</u></u>	<u><u>\$ -</u></u> <u><u>\$ 338,800</u></u>

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Draft Budget: Fiscal Year 2022-23**Rent Roll**

Building	Tenant	Expiration	SF	Rent/SF	Annual Rent	Comments	Monthly
Collins	Florida Dept of Agriculture	6/30/2027	2,070	\$ 19.42	\$ 40,208		\$ 3,350.63
	Infinity Labs	2/28/2022	50	\$ 20.60	\$ 1,030	+ 2 one year renewals +3%	85.83
	Genetic Biocontrols	5/31/2022	60	\$ 20.60	\$ 1,236	+ 2 one year renewals +3%	103.00
	QuarryBio	7/31/2022	1,070	\$ 18.50	\$ 19,795	+2 one year renewals at \$18.50 and \$19.00 per sf	1,649.58
	QuarrySanitizer	MTM	200	\$ 17.00	\$ 3,400	Month-to-month	283.33
	IPTLH	MTM	791	\$ 10.00	\$ 7,910	Month-to-month (10 months in 2021-22)	659.17
			<u>4,241</u>		<u>\$ 73,579</u>		<u>6,131.54</u>
Johnson	National Park Service-SEAC	2/17/2025	17,306	\$ 17.53	\$ 303,316	60 day out-thru 2/17/2025; annual -CPI Increases 2/17	<u>25,276.33</u>
			<u>17,306</u>		<u>\$ 303,316</u>		
Knight	Nhu Energy	7/31/2022	674	\$ 16.32	\$ 11,003	+ 2 one year renewals +3%	<u>916.90</u>
			<u>674</u>		<u>\$ 11,003</u>		
Morgan	NWRDC	4/30/2025	4,003	\$ 15.38	\$ 61,578	Increases May 1, 2021 and then flat through 2025	5,131.53
	CareerSource Capital Region	2/29/2024	5,221	\$ 16.00	\$ 83,536	3 years + (2) 1-year renewals	6,961.33
	FSU-ISPA	4/30/2023	130	\$ 18.49	\$ 2,404		200.35
			<u>9,354</u>		<u>\$ 147,519</u>		<u>12,293.21</u>
Phipps	Florida Dept of Transportation	9/30/2037	14,661	\$ 7.15	\$ 104,864	Extended 15 years 10/1/2022 at \$7.15 /sf (8738.66/mo)	<u>8,738.66</u>
			<u>46,236</u>		<u>\$ 640,280</u>		<u>\$ 53,356.65</u>

Grants & Other Income

	Total Award	FY 2021-22	FY 2022-23	Offset Budgeted Expenses	Grant Expense
ARPA					
<u>Entrepreneur Training/Incubator</u>					
<u>Resources</u>					
Furniture, Equipment and Entrepreneur Training Software and Services	\$ 12,500.00	\$ 9,000.00	\$ 3,500.00	\$ -	\$ 3,500.00
Tech Grant Programs and Event Support	28,500.00	25,000.00	3,500.00	3,500.00	-
North Florida Innovation Labs – Entrepreneurial Training Programs Support Personnel	48,000.00	24,000.00	24,000.00		24,000.00
<u>Activate Marketing Programs for North Florida Innovation Labs</u>					
Development, Launch and Maintenance of North Florida Innovation Labs and TechGrants Websites	14,500.00	-	14,500.00		14,500.00
Digital and Offline Marketing and Advertising for North Florida Innovation Labs	22,000.00	15,600.00	6,400.00	6,400.00	
Marketing Software and Training Services – including CRM, Digital Analytics and/or other services	6,500.00	600.00	5,900.00	2,950.00	2,950.00
North Florida Innovation Labs – Marketing Support Personnel and Vendor Services	18,000.00	18,000.00	-	-	-
ARPA Total	150,000.00	92,200.00	57,800.00	12,850.00	44,950.00
Total Grants-Other	\$ 150,000.00	\$ 57,800.00	\$ 12,850.00	\$ 44,950.00	

NFIL Grant:
Per NFIL Construction Cash Flow Spreadsheet

Estimated Expenditures:

Through 9/30/2022	\$ 6,104,689		
Through 9/30/2023	20,438,684		
Incurred for the year		\$ 14,333,995	
Maximum Allocation		\$ 19,751,696	
Amount to allocate		\$ 14,333,995	

	Contributions	Share	Allocation	Income
Federal share	\$ 12,396,683	62.7626%	\$ 8,996,392	\$ 8,996,392
Non-federal share:				
LCRDA	2,255,013	11.4168%	1,636,485	
OEI	2,500,000	12.6571%	1,814,274	1,814,274
FSU	2,600,000	13.1634%	1,886,845	1,886,845
Total Non-federal share	7,355,013	37.2374%	5,337,603	3,701,119
Total grant funds	\$ 19,751,696	100.0000%	\$ 14,333,995	\$ 12,697,510

Other Income:

OEI MOU Juggernaut	Expense Acct	Total due	Est 2021-22	Revenue FY 2022-23	Budgeted Expenses
Collins (carpet/paint/ceiling/restrooms)	Collins: Cleaning & Improvements	150,000.00	120,000.00	30,000.00	
Morgan (carpet/paint/ceiling)	Morgan: Cleaning & Improvements	50,000.00	-	50,000.00	80,000.00
Marketing Salaries + Taxes + Fringes	Knight: Salaries & Wages	56,000.00	56,000.00	-	-
Marketing office space and the park	Knight: Marketing & PR	12,500.00	-	12,500.00	12,500.00
Total Other Income		\$ 268,500.00	\$ 176,000.00	\$ 92,500.00	\$ 92,500.00

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Leon County R&D Authority
Draft Budget: Fiscal Year 2022-23

Revenue Potential

Rent Potential:

Building	Qty	Sq Feet	Per Sf	Annual Rent	Cost Per Sf	Marginal Costs	Gross Profit	Marketing %	Marketing \$
Morgan		12,997	\$ 17.00	\$ 220,949	\$ 5.60	\$ 72,783	\$ 148,166	5%	\$ 11,047
Johnson		11,079	\$ 17.00	188,343.00	\$ 5.60	62,042	126,301	5%	\$ 9,417
Knight		838	\$ 17.00	14,246.00	\$ 5.60	4,693	9,553	5%	\$ 712
Collins		11,877	\$ 17.00	201,909.00	\$ 5.60	66,511	135,398	5%	\$ 10,095
		<u>36,791</u>		<u>\$ 625,447</u>		<u>\$ 206,030</u>	<u>\$ 419,417</u>		<u>\$ 31,272</u>

Leon County R&D Authority
Executive Director Approval and Signature Authority
September 22, 2022

The following is a summary of the Executive Director's approval and signature authority as defined in the Bylaws, Policies and Procedures approved by the Board of Governors. It is not intended to replace the details specified in those documents or include all responsibilities of the Executive Director.

Source		
	Transaction/Situation	Notes
Internal Control and Operating Procedures		
	A/R and A/P adjustments	ED must approve (happens during monthly GL review process)
	Check signing not more than \$10,000	Single signature and no access to check stock or transaction entry
	Review and approve payables for payment	Executive committee copied
	Treasury Management (ACH/Wire transfers)-	Dual controls with Kristy Wicker
Investment Procedures and Internal Controls Manual		
	Investment liquidation/withdrawals	As needed for operations-Single person authorization but only transfers to operating checking account
	Changes to withdrawal bank instructions	Dual controls with Chair and Treasurer
	Investment additions	Treasury Management Wire Transfer/or Manual Wire Transfer
Credit Cards Policy		
	Issuance of Credit Cards and Credit Limits not more than \$5,000	Single Control
	Executive Directors transactions reviewed by Talcor accountant and non-compliant activity reported to Board Treasurer	
Purchasing Policy		
	Purchases and Contract execution	Per purchasing policy not more than \$10,000 and certain renewals
Lease Policy		
	Lease approval	Per lease policy, not more than 5,000 square feet and other restrictions
Background Investigation		
	Final decision regarding criminal history eligibility for employment	With Concurrence of General Counsel
Personnel Policy		
	Authorization of overtime	
	Employee complaints	
	Authorization of outside employment	
	Dress code	
	Teleworking	

Leon County R&D Authority
Executive Director Approval and Signature Authority
September 22, 2022

Source		
	Transaction/Situation	Notes
	Recruitment and selection of employees	
	Probationary period extensions	
	Written performance evaluations	
	Compensation within budget	
	Mobile phone allowance authorization	
	Termination of employees	w/concurrence of board chair
	Oral and written warnings	
	Suspending employees immediately	under certain circumstances
	Suspending employees under other circumstances	w/ concurrence of Board chair
	Resolution of grievances	Subject to appeal to Board chair
Leave Approval and Time Records Policy		
	Approval of leave and time records	
Records Retention Policy		
	Records Management Liaison Officer	Sign forms
Petty Cash Fund Policy		
	Supervise the fund	
	Approve replenishments	
Special Events Policy		
	Determine fees for use of property for special events	
	Review and approve or reject events and execute agreements	
As Approved by Board Direction		
	Grant applications, award agreements, reporting docs	Approved as needed by BOG
	EDA 2019 Disaster Supplemental Grant- North Florida Innovation Labs Construction	Previously Approved
	EDA Build to Scale Grant	Previously Approved
	Florida Local Support Grant	Previously Approved