
**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM****SUBJECT:** Seminole Community College Small Business Services Agreement**DEPARTMENT:** Economic Development**DIVISION:** Operations**AUTHORIZED BY:** William McDermott**CONTACT:** Shani Beach**EXT:** 7135**MOTION/RECOMMENDATION:**

Approve and authorize Chairman to execute pledge commitment to the Seminole Community College (SCC) Foundation in the amount of \$150,000 for services provided through the Small Business Development Center and the Seminole Technology Business Incubation Center located at the Port of Sanford.

County-wide

Bill McDermott

BACKGROUND:

The SCC Small Business Development Center (SBDC) is an integral part of the small business development efforts in Seminole County. In 2007 the SBDC has served 241 clients, created 50 jobs, retained 15 jobs, assisted 11 business start-ups, obtained 5 loans for clients and conducted 28 training seminars. In addition, the Seminole Advisory Council program is operational with ten client companies, which all have boards created.

The funding request from SCC is \$150,000 (same as previous year) and is payable on or before December 1, 2007. Funds are available in the Economic Development budget to cover the request.

STAFF RECOMMENDATION:

Staff recommends approval of the pledge commitment in the amount of \$150,000.

ATTACHMENTS:

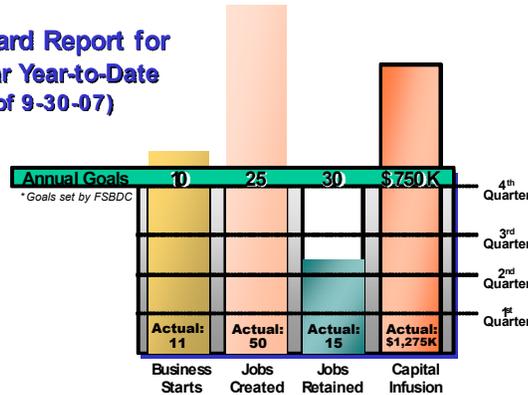
1. Dashboard Report Sep 07
2. 07/08 Grant Commitment

Additionally Reviewed By: No additional reviews



Results-based Approach

**Dashboard Report for
Calendar Year-to-Date
(as of 9-30-07)**



Services

- The Seminole Advisory Board Council (SABC) is opened, operating with ten companies currently enrolled, and all of which have boards created. There are approximately 60 volunteer advisors.

Location

- In addition to delivering services at both our Sanford and Oviedo campuses, we have scheduled classes at five libraries throughout Seminole County.
- We have opened a new office in the Center for Economic Development at Heathrow for the Seminole Advisory Board Council.
- The Altamonte Springs office of the SBDC at SCC is scheduled to open in December 2007.

Outreach

- STBIC client, PMH Resources, named 2007 Outstanding Incubator Client of the Year at NBIA's national conference in Seattle, Washington on April 3, 2007. PMH & STBIC were highlighted in the Small Business section of the Orlando Sentinel on April 9.
- We currently have nine video features running on SGTV including seminars and business interview shows. There were 10 Disaster Planning & Recovery classes completed throughout Central Florida between April and August 2007.
- SBDC and SABC were featured in numerous newspaper and magazine articles in the first 3 quarters of 2007.
- Robert Goetz is participating in a collaborative effort with the Sanford Library in the "Book an Expert" series, which is a bi-monthly book discussion gathering of business people, small business owners, entrepreneurs, and startups.
- A reception is being planned on behalf of the SABC program in November at the new Heathrow campus.

SBDC Stats as of 09-30-07

Clients:	241	Loans Obtained:	5
Sessions:	292	Total Investment:	\$450,000
Events:	28	Business Start-ups:	11
Attendees:	399	Jobs Created:	53
Loan Applicants:	6	Jobs Retained:	18

GIFT COMMITMENT

I/We hereby pledge a total of \$150,000 to support Seminole Community College **payable to Seminole Community College Foundation, Inc.** This gift is to be used for:

SEMINOLE COUNTY/SCC SMALL BUSINESS SERVICES

WHEREAS, it is the policy of the COUNTY to aggressively stimulate economic growth in Seminole County by, among other things, either attracting new industries and businesses to Seminole County or by encouraging the expansion of existing industries and businesses within Seminole County; and

WHEREAS, the creation of new employment opportunities for residents of Seminole County and the increased tax revenues resulting from such industry or business expansion and relocation within Seminole County is beneficial to local economy; and

WHEREAS, the establishment of a jobs growth/economic development incubation center has been relocated to the Port of Sanford; and

WHEREAS, SCC has successfully demonstrated to the COUNTY that SCC can fully and adequately provide administrative support, and

WHEREAS, SCC is skilled at providing administration and other support to jobs growth and economic development programs; and

WHEREAS, SCC will attempt to enhance this County grant by solicitation of additional monies from others; i.e. State, Federal and private sector gifts, grants or contracts; and

WHEREAS, the COUNTY desires to enhance this effort for the purpose of encouraging job growth and economic development in Seminole County; and

WHEREAS, the COUNTY has determined that in order to enhance and preserve the economic well-being and health and welfare of the citizens of the COUNTY it is necessary, proper and desirable to support SCC in order to enhance the economic development of Seminole County; and

It is the County's desire to support the SCC/Small Business Services Department and to see no diminution of service which it currently provides as follows:

(a) A minimum of fifty percent (50%) of a full-time administrator's time and one hundred percent (100%) of an administrative assistant's time to provide coordination and management assistance for the SCC/Small Business Services Department.

(b) The services currently provided by SCC to the COUNTY include;

- (1) marketing efforts to recruit new businesses for the Incubation Center,
- (2) public relations effort for the Incubation Center
- (3) record keeping services,
- (4) fax, copying, Internet services,
- (5) documentation production/work processing services
- (6) financial management advisement services
- (7) marketing advisement services
- (8) coordination of efforts between the Seminole County Port Authority, the business owners and Seminole County Government regarding the Incubation Center(s),
- (9) consultation services for specialized areas, and
- (10) the providing of annual reports which shall include but not be limited to, recommendations relative to the continuing development and operation of the SCC/Small Business Services Department.

SECTION 1. BILLING AND PAYMENT OF GIFT. The COUNTY hereby agrees to pay SCC the sum of ONE HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS (\$150,000) to assist with the goals provided hereunder by SCC during the term of this Grant. Said sum is payable on or before December 1, 2007.

SECTION 2. TERM.

(a) The term shall be effective from October 1, 2007 and shall remain effective until September 30, 2008.

(b) The funding for this gift may be withdrawn or limited at any time by the Board of County Commissioners.

SECTION 3. REPORTS. SCC shall provide the COUNTY with an annual report regarding the activities pursuant to this grant at the time of each twelve (12) month period under this grant.

SECTION 4. BINDING EFFECT. This grant shall be binding upon and inure to the benefit of the parties hereto and the successors in interest, transferees and designees of the parties.

SECTION 5. ASSIGNMENT. This grant shall not be assigned by either party without the prior written approval of the other.

SECTION 6. PUBLIC RECORDS. SCC shall allow public access to all documents, papers, letters or other materials which have been made or received by SCC in conjunction with this grant.

SECTION 7. RECORDS AND AUDITS.

(a) SCC shall maintain in its place of business all non-exempt books, documents, papers and other evidence pertaining to work performed under this Grant. Such non-exempt public records shall be and remain available at SCC's main campus at all reasonable times during the term of this grant and for five (5) years after grant

*100 Weldon Boulevard
Sanford, Florida 32773*

Pledge Year 3 _____
Pledge Year 4 _____
Pledge Year 5 _____

Please send a pledge reminder:

_____ Annually _____ Semi-Annually _____ Quarterly _____
 X It is not necessary to send a reminder

The pledge and resulting payments are to be anonymous: No Yes

Recognition Name (Individual/Spouse/Corporation Name) - Please acknowledge and credit this gift as follows:

Seminole County Government
Name(s) (Please Print) _____

Contact Information:

Seminole County Board of Commissioners Chairman, Carlton D. Henley

Print Donor Name _____ Date _____
1101 E First Street Sanford FL 32771
Street City State Zip

407-665-7219
Telephone: Home Work Cell

Donor Signature(s) _____ E-Mail _____

Foundation Signature(s) _____ Date _____

Foundation -Print Name & Title _____