



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: June 1, 2023

RE: Resolution Number 23-52: Approval of FY2022-23 budget amendment to amend the General Fund Budget, to accommodate the grant from the U.S. Department of Commerce/Economic Development Administration for the feasibility study for market demand for the business incubator.

Introduction:

Resolution Number 23-52 authorizes the amendment of the FY 2022-23 General Fund budget for the acceptance of a grant from the U.S. Department of Commerce/Economic Development Administration. The grant provides for funding of a feasibility study to determine the market demand for a business incubator in the City of Eustis.

Recommended Action:

Staff recommends approval of Resolution Number 23-52 using the monies received from the U.S. Department of Commerce/Economic Development Administration and matching the funds with a contribution from the General Fund in the amount of \$19,250.

Background:

A budget amendment is being made to allow for the acceptance of the grant from the U.S. Department of Commerce/Economic Development Administration as well as preparing the appropriate budget adjustment. The total received from the grant award number 04-69-07849 is \$19,250 and the City will match the grant in the amount of \$19,250 for a total expenditure of \$38,500.

The specific award conditions are as follows:

This investment will support a feasibility study to determine the market demand for a business incubator in the city and assess the business model concept, the financial performance, project timeline, and make recommendations. This project will provide a long-term, sustainable, business support platform for entrepreneurial talent to grow and thrive. It will be a vehicle for providing business premises, resources, educational tools and mentorship to create a sustainable economy and reduce risk of business failure and provide a way forward to support the creation of new technology lead jobs in the community.

The award period will be 10 months from April 2023. The project close-out report will be submitted within 120 days of the completion (June 2024).

In order to accomplish this transaction, the following budget amendment is necessary:

Amendments Economic Development 68 Fund:

Revenue Increase:

068-0000-331-10-01 Federal Grants Economic Dev.	\$19,250
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Expenditures

068-1220-522-81-01 Federal Grants Economic Dev. 04-69-07849	\$38,500
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Alternatives:

- a. Approve Resolution Number 23-52 to provide \$19,250 of the total cost of \$38,500 for the feasibility study from the FY2022-23 General Fund budget.
- b. Deny Resolution Number 23-52 and provide further direction to staff for either funding the entire study or electing not to provide the study.

Community Input:

To be provided on June 1, 2023 at regular commission meeting.

Budget/Staff Input:

Acceptance of the grant will reduce the cost of the project by \$19,250.

Prepared by:

Mike Sheppard, Finance Director

Attachments:

Resolution Number 23-52