Agenda Item # 3P-1

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date:	**November 10, 2026**
Department:	**Cooperative Extension Department**
Advisory Board:	**Agricultural Enhancement Council**

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: Appointment of two (2) new At-Large members to the Agricultural Enhancement Council (AEC), for the term of November 10, 2026 to September 30, 2029.

Name	Seat	Recommended by
Colin Friedrich	10, Small farming community	Cooperative Extension
Matthew Rhineholz	11, Agritourism	PBC Farm Bureau

Summary: The primary function of the AEC is to make recommendations to the Board of County Commissioners (BCC) on matters concerning agricultural business and associated topics. The AEC consists of 11 At-Large members appointed by the BCC for seats representing agricultural business interests in the County, members of the farming community, and other citizens associated with agriculture. There are currently seven (7) seats filled and four (4) seats are vacant. Appointments to the AEC are in three (3) year terms and ending on September 30th of the year their term expires. The Cooperative Extension Department (CED) sent memorandums to the BCC requesting recommendations and Commissioner Sachs recommended Jake Engelen for Agritourism; however, upon a review of Resolution 2025-0225, the nominees are limited to those recommended by specific agricultural entities for each seat, not the County Commissioners. Pursuant to Resolution 2025-0225, Colin Friedrich is recommended by CED as the small farming community representative and Matthew Rhineholz is recommended by the Palm Beach County Farm Bureau as the agritourism sector representative; both recommendations are supported by Mayor Baxter. There are currently seven (7) seats filled. Seat 3, Sugar Cane Industry, Seat 4, Agricultural Lender, Seat 10, Small Farming Community, and Seat 11, Agritourism, are vacant. **Countywide** (SF)

Background and Justification: The AEC is currently comprised of representatives from 11 different agricultural sectors. The AEC is responsible for providing recommendations to the BCC on matters impacting agriculture in the County and the implementation of the Agricultural Economic Development Program which was initially approved December 6, 1994, by Resolution 1994-1760. All AEC members must be residents of Palm Beach County and owners or operators of an agricultural business within Palm Beach County other than the agricultural lender at the time of appointment and while serving on the AEC. Resolution 2025-0225 provides that the AEC member selected as a representative of the small farming community shall be recommended by CED and that the AEC member representative from the agritourism sector shall be recommended by the Palm Beach Farm Bureau. Members of the AEC are appointed for three-year terms.

Attachments:

1. Applications and Resumes of Nominees, including letters of support for new nominees
2. Resolution No. R2025-0225

Recommended By:	Richard A Rice **Department Director**	10/13/2026 **Date**
Legal Sufficiency:	**Assistant County Attorney**	10/15/2026 **Date**

BOARDS/COMMITTEES APPLICATION

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
www.discover.pbcgov.org

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:
- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

SECTION I (OFFICE USE ONLY)

X Advisory ____ Not Advisory

BOARD/COMMITTEE NAME: Agricultural Enhancement Council

TYPE OF APPOINTMENT: X AT-LARGE _____ DISTRICT # _____
_____ REAPPOINTMENT X NEW APPOINTMENT

TERM: _____ START DATE _____ END DATE

LENGTH OF TERM: 3 YEARS

SEAT #: 10

SEAT REQUIREMENT: Small Farmer < 50 ac. _____

COMPLETING AN UNEXPIRED TERM? _____ YES X NO
IF YES: DUE TO: _____ RESIGNATION X OTHER
COMPLETING TERM FOR: None
ORIGINAL TERM EXPIRES: NA

When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: NA

SECTION II (to be completed by applicant) *MUST BE A PALM BEACH COUNTY RESIDENT*

NAME: (First/Middle Initial/Last) Colin A Friedrich
ADDRESS: 12775 25th ST North
CITY: Loxahatchee STATE: FL ZIP: 33470
PHONE #: 5616627837
EMAIL: colin@excelsagardens.com

BUSINESS/EMPLOYER NAME: Excelsa Gardens, Inc.
OCCUPATION: Production Manager/ Officer
ADDRESS: 12839 25th St N
CITY: LOXAHATCHEE STATE: FL ZIP: 33470

MAILING PREFERENCE: X RESIDENCE _____ BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY:
(conviction of a felony is not an automatic disqualifier from appointment) _____ YES X NO

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

_____

_____

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: _____ NONE _____ NOT APPLICABLE/(Governmental Entity)

Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed $500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**
PO provided at purchase	Mounts Botanical Garden	garden staff purchases plants when needed	1/1/2026-12/31/2026

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES _____ NO

If YES, please list: Palm Beach FNGLA, Palm Beach Farm Bureau

CODE OF ETHICS TRAINING: X COMPLETED DATE: 4/15/2026

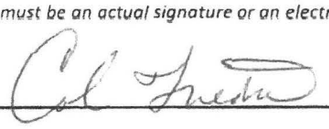
All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

Training on the Palm Beach County Code of Ethics can be found on the web at:
http://www.palmbeachcountyethics.com/training.htm.

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website ***www.palmbeachcountyethics.com*** or contact us via email at ***ethics@palmbeachcountyethics.com*** or (561) 233-0724.

APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE:  PRINTED NAME: Colin Friedrich DATE: 4/20/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE:  DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Honesty - Integrity - Character

PALM BEACH COUNTY
CODE OF ETHICS
TRAINING ACKNOWLEDGMENT

Legal Name: Colin Friedrich (Please print clearly)

Employee Identification Number: _____

Agency/Municipality: Palm Beach County Board of County Commissioners Dept/Board: Agricultural Enhancement Council

By signing this acknowledgement, I am attesting that I have done the following:

☑ **Read the Palm Beach County Code of Ethics Ordinance (Ctrl+Click to follow link)**

AND

Have completed additional training by viewing one of the following:

[ ] The Code of Ethics Training Program on the Intranet/Internet. (Ctrl+Click to follow link)

☑ **The Code of Ethics Training Program on YouTube. (Ctrl+Click to follow link)**

[ ] A live presentation given on _____, 20___.

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

Colin A Friedrich Digitally signed by Colin A Friedrich Date: 2026.04.15 17:37:11 -04'00'
(Legal Signature)

4/15/2026
(Date)

***Officials and Employees**: Submit signed forms according to your agency's policy*
***Advisory Board Members:** Submit signed forms to Appropriate Advisory Board Representative*

PLEASE SUBMIT THIS FORM TO APPROPRIATE PARTY AS HIGHLIGHTED ABOVE
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401
PHONE: 561.355-1915 FAX: 561.355-1904
Hotline: 877.766.5920 Website: www.palmbeachcountyethics.com

COLIN FRIEDRICH

12775 25th ST North | Loxahatchee, FL 33470 | 561-662-7837 | colin@excelsagardens.com

OBJECTIVE

I would love to be considered for the small farm seat on the Agricultural Enhancement Council. Growing up on our family farm, I have seen the joy & lots of hard work of starting a baby plant and growing it to maturity and then selling to a happy customer. My time on the boards of Farm Bureau and FNGLA has shown me the importance of agriculture community and government working together & helping each other to benefit the farmers and Palm Beach County residents.

EXPERIENCE

Officer and Production Manager
Excelsa Gardens, Inc. | Loxahatchee, FL — June 2006- present

Excelsa Gardens, Inc. is our 30 acre family plant nursery specializing in unique foliage and flowering plants. I oversee production of all plants from baby plants to finished plants ready for purchase. Being a small business, I also wear many other hats daily ranging from sales, finances, HR, wherever its needed.

EDUCATION

University of Florida- Bachelor of Science degree in Environmental Horticulture specializing in Nursery Management — May 2006

COMMUNITY INVOLVEMENT

Palm Beach County Farm Bureau
President — 2021-2025

Board Director — 2018- present

Palm Beach County Florida Nursery Growers & Landscape Association
President — 2017-2018

Board Director — 2014- present

REFERENCES

Eva Webb
Western Palm Beach County Farm Bureau 561-254-8975

BOARDS/COMMITTEES APPLICATION

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
www.discover.pbcgov.org

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:
- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

SECTION I (OFFICE USE ONLY)

X Advisory ____ Not Advisory

BOARD/COMMITTEE NAME: Agricultural Enhancement Council

TYPE OF APPOINTMENT: X AT-LARGE ____ DISTRICT # ____
____ REAPPOINTMENT X NEW APPOINTMENT

TERM: 9/1/26 START DATE 9/30/28 END DATE

LENGTH OF TERM: 3 YEARS

SEAT #: 11

SEAT REQUIREMENT: Agritourism Operato

COMPLETING AN UNEXPIRED TERM? ____ YES X NO
IF YES: DUE TO: ____ RESIGNATION ____ OTHER
COMPLETING TERM FOR: ____
ORIGINAL TERM EXPIRES: ____

When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: NA

SECTION II (to be completed by applicant) ***MUST BE A PALM BEACH COUNTY RESIDENT***

NAME: (First/Middle Initial/Last) Matthew J. Rhineholz
ADDRESS: 18965 131st Trail North
CITY: Jupiter STATE: FL ZIP: 33478
PHONE #: 561-602-4941
EMAIL: rhineholzm@gmail.com

BUSINESS/EMPLOYER NAME: White Trail at Hideaway Farm LLC
OCCUPATION: Agricultural Producer
ADDRESS: 18877 131st Trail North
CITY: Jupter STATE: FL ZIP: 33478

MAILING PREFERENCE: ____ RESIDENCE X BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY:
(conviction of a felony is not an automatic disqualifier from appointment) ____ YES X NO

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

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Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? _____ YES X NO

If YES, please list: _____

CODE OF ETHICS TRAINING: X COMPLETED DATE: March 10, 2025 & 6/22/2026

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APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: _____ PRINTED NAME: Matthew J. Rhineholz DATE: 4/24/26

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

PALM BEACH COUNTY
CODE OF ETHICS
TRAINING ACKNOWLEDGMENT

Honesty - Integrity - Character

Legal Name: Matthew Joseph Rhinehold (Please print clearly)

Employee Identification Number: _____

Agency/Municipality: _____ Dept/Board: AEC

By signing this acknowledgement, I am attesting that I have done the following:

[ ] **Read the Palm Beach County Code of Ethics Ordinance (Ctrl+Click to follow link)**

AND

Have completed additional training by viewing one of the following:

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[X] **The Code of Ethics Training Program on YouTube. (Ctrl+Click to follow link)**

[ ] **A live presentation given on _____, 20___.**

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

Matt Rhinehold (Legal Signature) 6/22/2026 (Date)

Officials and Employees: Submit signed forms according to your agency's policy
***Advisory Board Members:** Submit signed forms to Appropriate Advisory Board Representative*

PLEASE SUBMIT THIS FORM TO APPROPRIATE PARTY AS HIGHLIGHTED ABOVE
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401
PHONE: 561.355-1915 FAX: 561.355-1904
Hotline: 877.766.5920 Website: www.palmbeachcountyethics.com

Rev. 7/2024

Bio: Matt Rhineholz

Candidate for AEC Seat #11

Agritourism

Recommended by the Palm Beach County Farm Bureau

Matt Rhineholz is a farm owner and agritourism operator in Jupiter, Florida.

Matt is married to Katie Rhineholz, a fourth generation farmer with deep family roots in the cattle & beef industry.

Their shared love for farming led them to establish White Trail Farm, a sustainable and picturesque operation that encompasses a wide range of agricultural endeavors. From cultivating roses, producing fresh fruits and vegetables, raising poultry and livestock, beekeeping and even practicing aquaculture, Matt and Katie embrace a holistic, sustainable approach to farming. Their motto, "We use all that we have to produce all that we can," reflects their commitment to maximizing the potential of their land.

In addition to their farming endeavors, Matt is a passionate advocate for agritourism. They firmly believe that this type of engagement is crucial for the future of agriculture and consider it their duty as stewards of the land. By inviting visitors to experience and learn about farming firsthand, they hope to inspire and educate the next generation of growers.

"Agritourism is undoubtedly impacting the future of agriculture. Together, we can lead the charge to excite, educate and encourage the next generation of growers...it only takes a spark." Said Matt.

Matt's dedication to the preservation and advancement of farming extends beyond his own operation. He actively participates in local and state-level affairs and currently serves on the Board of Directors for Farm Bureau, Eastern Palm Beach County and as a Director for Palm Beach County Florida Nursery Growers and Landscapers Association.

To learn more about Matt Rhineholz and White Trail Farm, visit their website at:

www.whitetrailjupiter.com

or follow them on Instagram at:

@whitetrailclub

UF | IFAS Extension
UNIVERSITY of FLORIDA

Palm Beach County
Cooperative Extension Dept.
559 N. Military Trail
West Palm Beach, FL 33415
561-233-1700

DATE: March 11, 2026

TO: The Honorable Mayor Sara Baxter, and Board of County Commissioners

FROM: Rick Roth, Agricultural Enhancement Council (AEC)

RE: AEC Nomination for Seat 11, Agritourism Representative

On behalf of the Agricultural Enhancement Council (AEC) and as acting Chair for the November 12, 2025 AEC meeting, the AEC officially supports the appointment of Matt Rhineholz to the AEC Seat #11 as the agritourism representative. Mr. Rhineholz has been operating a long-term successful agritourism operation in Palm Beach County, and from this perspective he brings practical knowledge and first-hand expertise to the AEC, especially regarding the challenges that small farm operators might encounter as they seek to diversify their agricultural operation through agritourism activities.

Mr. Rhineholz and his wife Katie are owner-operators of the White Trails Farm, a family-owned flower farm that is home to many varieties of specialty hybrid tea roses. The Rhineholz family has extensive experience establishing and operating a flower farm, as well has cultivating agritourism experiences, including private and special events enjoyed by the community.

Both the AEC and local agricultural agencies support the nomination of Mr. Rhineholz to AEC Seat #11. Attached are several additional letters of support from the Florida Agritourism Association and the Palm Beach County Farm Bureau.

Attachments: *Letters of Support*

Cc: Todd Bonlarron, Deputy Chief County Administrator
Ron Rice, Director, Cooperative Extension Dept., UF/IFAS
Lisa Amara, Agricultural Development Coordinator

Rick Roth

"An Equal Opportunity Employer"

March 10, 2025

Board of County Commissioners
Palm Beach County
301 N. Olive Avenue
West Palm Beach, FL 33401

Dear Commissioners:

It gives me great pleasure to write this letter of support for the nomination of Matt Rhineholz to the PBC Agricultural Enhancement Council.

The Florida Agritourism Association is the state-wide organization that supports the growing agritourism market in Florida, which includes destinations such as: working farms and ranches; u-pick fruit and vegetable operations; vineyards and wineries; specialty crops and products; and numerous other types of farms. Our members give visitors a place to play and help farmers add value to every acre.

As a fourth-generation grower, Matt's passion led him to start a successful agritourism venue. His intimate knowledge of operating a successful agritourism venue would be an asset to the Council. Matt has been an active member of our association for five years and regularly participates in our education offerings and conferences.

Please contact me if there is additional information I can provide. We recommend Matt Rhineholz as a member of the PBC Agricultural Enhancement Council.

Sincerely,

Lena Juárez

Lena Juárez
Executive Director

PALM BEACH COUNTY FARM BUREAU FEDERATION

THE VOICE OF AGRICULTURE

March 5, 2025

To: Palm Beach County Agricultural Enhancement Council

Thru: Ron Rice, Director, UF/IFAS Palm Beach County Extension Department

Dear AEC members,

At our recent PBC Farm Bureau Board of Directors meeting (March 3, 2025), Ron Rice announced that the new AEC Resolution was approved by the PBC County Commissioners on February 11, 2025. Ron reminded us that our PBC Farm Bureau is the nominating agency for the newly created Seat #11, which represents Agritourism operations.

We have been following the progress of the new AEC Resolution for some months now, so we already had a candidate for Seat #11 in mind (in the event that the new AEC Resolution was approved by the BCC). At our March 3 meeting, we held another group discussion for the record, and then we voted unanimously in favor of nominating Matt Rhineholz (White Trails Farm, Jupiter) as our candidate to fill Seat #11 for the AEC.

Matt (with his wife Katie) operates a successful Agritourism venture. Matt has the required experience and expertise to be an excellent representative for the Agritourism sector in Palm Beach County.

Thank you for your consideration of our nomination.

Sincerely,

Colin Friedrich

PBC Farm Bureau President

13121 Military Trail, Delray Beach, FL 33484• (561)498-5200 • www.floridafarmbureau.org/counties/palm-beach/

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Palm Beach County
Cooperative Extension Dept.
559 N. Military Trail
West Palm Beach, FL 33415
561-233-1700

DATE: March 27, 2026

TO: The Honorable Mayor Sara Baxter, and Board of County Commissioners

FROM: Lisa Amara, Agricultural Development Coordinator

RE: At-Large Nominations for the Agricultural Enhancement Council

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ITEM: The purpose of this memo is to request nominations for the two vacant At-Large positions on the Agricultural Enhancement Council (AEC). These positions were created in 2025 through modifications by the Board to the AEC resolution adopted by R-2025-0225.

BACKGROUND: The AEC serves as an advisory board on matters concerning agricultural business and associated topics within the County. The AEC is responsible for making recommendations regarding the implementation of all enhancement activities associated with agricultural economic development in the County, except the administration of the Purchase of Agricultural Conservation Easement Program. The AEC membership consists of 11 members at-large who are appointed by the Board. Appointments are made from a slate of nominees who represent business associated interests in the County, members of the farming community, and other citizens associated with agriculture in the County. The term of office for each member is three years and members meet 6 times per year, typically on the 2nd Wednesday.

VACANT SEATS: Resolution R-2025-0225 added the two seats bulleted below that are currently vacant.

- Representative from the small farming community (less than 50 acres in size, outside of the Everglades Agricultural Area and Agricultural Reserve) recommended by the Extension Department. Currently, we have no applicants for this seat.
- Representative from the agritourism sector recommended by the Palm Beach County Farm Bureau. The Cooperative Extension Department has received one application for the agritourism seat (Matt Rhineholz). The AEC letter of support will be included for Mr. Rhineholz in the Agenda Item when it moves forward.

DISPOSITION: If you would like to nominate an individual for a vacancy on the AEC, please provide the individual's contact information and/or resume to Lisa Amara, Agricultural Development Coordinator, at 561-233-1715 or lamara@pbc.gov by Monday, April 13th. If you have any questions, please feel free to contact me by phone or email. Thank you.

Cc: Todd Bonlarron, Deputy Chief County Administrator
Ron Rice, Director, Cooperative Extension Dept., UF/IFAS
Anne Helfant, Senior Assistant County Attorney
Yvonne Wamsley, Agenda Coordinator

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Palm Beach County
Cooperative Extension Dept.
559 N. Military Trail
West Palm Beach, FL 33415
561-233-1700

DATE: June 30, 2026

TO: The Honorable Mayor Sara Baxter, and Board of County Commissioners

FROM: Lisa Amara, Agricultural Development Coordinator

RE: At-Large Nominations for the Agricultural Enhancement Council

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ITEM: The purpose of this memo is to request nominations for multiple vacant At-Large seats in the Agricultural Enhancement Council (AEC).

BACKGROUND: The AEC serves as an advisory board on matters concerning agricultural business and associated topics within the County. The AEC is responsible for making recommendations regarding the implementation of all enhancement activities associated with agricultural economic development in the County, except the administration of the Purchase of Agricultural Conservation Easement Program. The AEC membership consists of 11 members at-large who are appointed by the Board of County Commissioners (BCC). Appointments are made from a slate of nominees who represent business associated interests in the County, members of the farming community, and other citizens associated with agriculture in the County. The term of office of each member is three (3) years and meetings are held six (6) times per year, typically on the 2nd Wednesday.

VACANT SEATS: The following seats are vacant.

- Seat 3, representative for the sugar cane industry recommended by the Western Palm Beach County Farm Bureau. This seat was recently held by Richard Sanchez of U.S. Sugar.
- Seat 4, representative for agricultural lenders recommended by the Farm Credit of Florida. This seat was recently held by Eric Hopkins of Hundley Farms.
- Seat 10, representative for the small farming community (less than 50 acres in size, outside of the Everglades Agricultural Area and Agricultural Reserve) recommended by the Cooperative Extension Department. We have received an application (attached) and nomination for Colin Friendrich of Excelsa Gardens in Loxahatchee Groves from Mayor Baxter.
- Seat 11, Representative for the agritourism sector recommended by the Palm Beach County Farm Bureau. We have received an application (attached) and nomination for Matt Rhineholz of White Trail Farm in Jupiter Farms from Mayor Baxter.

DISPOSITION: If you would like to nominate an individual for a vacancy, please provide the individual's contact information and/or resume to me via email at 561-233-1715 or lamara@pbc.gov by end of day on Thursday, July 16th. If you have any questions, please feel free to contact me. Thank you!

Cc: Patrick Rutter, Deputy Chief County Administrator
Jonathan Brown, Deputy County Administrator
Ron Rice, Director, Cooperative Extension Dept., UF/IFAS
Anne Helfant, Senior Assistant County Attorney
Yvonne Wamsley, Agenda Coordinator

RESOLUTION NO. 2025-0225

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTION R2014-0303, PROVIDING FOR RECITALS; PROVIDING FOR REPEAL OF RESOLUTION R2014-0303; PROVIDING FOR CREATION OF THE AGRICULTURAL ENHANCEMENT COUNCIL; PROVIDING FOR PURPOSE AND DUTIES; PROVIDING FOR MEMBERSHIP; PROVIDING FOR TERM; PROVIDING FOR ELIMINATING TERM LIMITS; PROVIDING FOR MEETINGS; PROVIDING FOR ATTENDANCE AT MEETINGS; PROVIDING FOR COMPLIANCE WITH THE PALM BEACH CODE OF ETHICS; PROVIDING FOR POWERS; PROVIDING FOR FISCAL RESPONSIBILITY; PROVIDING FOR ADMINISTRATION; PROVIDING FOR CONSULTANTS AND SPECIALIST; PROVIDING FOR TRAVEL REIMBURSEMENT; PROVIDING FOR COMPLIANCE WITH UNIFORM POLICY FOR ADVISORY BOARDS AND COMMISSIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the agricultural and food processing industry has been identified as one of the four base industries in Palm Beach County with tremendous opportunities for job creation; and

WHEREAS, an agricultural Economic Development Program (hereinafter the "Program") has been prepared, presenting an in-depth proposal to enhance agriculture, and agriculture marketing, research, and diversification; and

WHEREAS, the Program calls for the establishment of the Agricultural Enhancement Council to make recommendations concerning the promotion of opportunities in Palm Beach County, including the Program; and

WHEREAS, on December 6, 1994, the Board of County Commissioners ("Board") adopted Resolution 94-1760, creating the Agricultural Enhancement Council; and

WHEREAS, on February 5, 2013, the Board adopted Resolution 2013-0193, establishing uniform policies and procedures for Palm Beach County advisory boards, committees and commissions; and

WHEREAS, on March 11, 2014 the Board repealed and replaced Resolution 94-1760 with Resolution 2014-0303, so that the Agricultural Enhancement Council would conform to the uniform policies and procedures for Palm Beach County advisory boards, committees and commissions; and

WHEREAS, the Board desires to repeal and replace Resolution 2014-0303 in order to add two additional seats to the Agricultural Enhancement Council that will represent additional sectors of agriculture in Palm Beach County, and to eliminate the term limit requirement established in Resolution 2013-0193.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

1. Recitals. The foregoing recitals are true and correct and are expressly incorporated herein by reference and made a part hereof.
2. Repeal of Resolution 2014-0303. Resolution 2014-0303 shall be repealed effective upon adoption of this Resolution.
3. Creation of the Agricultural Enhancement Council. There is hereby created the Agricultural Enhancement Council (hereinafter the "AEC") which shall serve as an advisory board to the Board of County Commissioners on matters concerning agricultural business and associated topics within Palm Beach County.
4. Purpose/Duties. The purpose and goal of the AEC is to identify promotion opportunities in Palm Beach County ("County"), including the Program, and to provide recommendations on the oversight and direction of same. The AEC shall be responsible for making recommendations regarding the implementation of all enhancement activities associated with agricultural economic development in the County, except the administration of the Purchase of Agricultural Conservation Easement (PACE) Program.
5. Membership. The AEC membership shall consist of eleven (11) members at-large who shall be appointed by the Board. Appointments shall be made from a slate of nominees who represent business associated interests in the County, members of the farming community, and other citizens associated with agriculture in the County. The nominees shall be forwarded for final approval to the Board by the various entities identified next to the categories set forth below.
    a. One (1) agricultural producer and landowner inside the Agricultural Reserve shall be recommended by the Palm Beach County Farm Bureau.
    b. One (1) agricultural producer and landowner outside the Agricultural Reserve shall be recommended by the Palm Beach County Extension Department.
    c. One (1) representative of the sugar cane industry shall be recommended by the Western Palm Beach County Farm Bureau.
    d. One (1) agricultural lender shall be recommended by the Farm Credit of Florida.

e. One (1) plant nursery and/or commercial landscaping industry representative shall be recommended by the Palm Beach County Chapter of the Florida Nursery, Growers and Landscape Association.

f. One (1) marketer, wholesaler, or processor of agricultural products shall be recommended by the Palm Beach County Extension Department.

g. One (1) representative of the agricultural support industry shall be recommended by the Western Palm Beach County Farm Bureau.

h. One (1) vegetable producer from the Everglades Agricultural Area shall be recommended by the Western Palm Beach County Farm Bureau.

i. One (1) representative from the equine industry shall be recommended by the Palm Beach County Extension Department.

j. One (1) representative from the small farming community (less than 50 acres in size, outside of the Everglades Agricultural Area and Agricultural Reserve) shall be recommended by the Palm Beach County Extension Department.

k. One (1) representative from the agritourism sector shall be recommended by the Palm Beach County Farm Bureau.

All AEC members must be residents of Palm Beach County and owners or operators of an agricultural business within Palm Beach County other than the agricultural lender at the time of appointment and while serving on the AEC.

6. Term. Each member shall serve for a period of three (3) years. Terms shall begin October 1st, and end September 30th of the year their terms expires. Existing member's terms shall end on September 30th of the year in which their term expires. Vacancies occurring during a term shall be filled for the unexpired term.

7. Term Limits. There shall be no limits on the amount of terms an AEC member can serve.

8. Meetings. The AEC may meet in regular session quarterly, or as required, at times and places set by the AEC. Special meetings of the AEC may be held at the call of the Chair of the AEC or the Director of the Cooperative Extension Service Department, provided, however, that forty-eight (48) hours advance notice is given to the members of the AEC and the public in accordance with Florida Statute. Reasonable public notice of all AEC meetings shall be provided and all such meetings shall be open to the public

at all times. A quorum must be present to vote on matters brought in front of the AEC. A quorum shall comply with the quorum requirements of Palm Beach County Ordinance No. 2021-009, as may be amended or replaced. All meetings shall be governed by Robert's Rules of Order.

9. Attendance at meetings. Members shall be automatically removed for lack of attendance. Lack of attendance is defined as: failure to attend three (3) consecutive meetings or failure to attend more than one-half (1/2) of the meetings scheduled during a calendar year. Participation for less than three-fourths (3/4) of a meeting shall constitute lack of attendance. Members removed pursuant to this paragraph shall not continue to serve on the AEC, and such removal shall create a vacancy.

10. Compliance with the Palm Beach County Code of Ethics. AEC members shall comply with the applicable provisions of the Palm Beach County Code of Ethics as codified in Section 2-254 through 2-260 of the Palm Beach County Code.

11. Powers. The AEC shall have the authority to:

    A. Hold public information meetings for the purpose of receiving public input on matters relating to the agricultural industry. All meetings shall be held in accordance with Section 286.011, Florida Statutes.

    B. Review and make recommendations to the Board on all matters relating to problems and programs affecting the agricultural industry in Palm Beach County.

    C. Recommend priorities for maintaining and promulgating the existence of agricultural industries within the County.

    D. Recommend methods to facilitate the continued operation of agricultural businesses within Palm Beach County.

12. Fiscal Responsibility. Funding for agriculture enhancement related programs shall be through the Cooperative Extension Service budget. The County Extension Director shall have the responsibility for administering the funds. Further funding will be sought from federal and state programs promoting agriculture.

13. Administration. The County Cooperative Extension Director of the Palm Beach County Cooperative Extension Service will act as the executive staff member to the AEC. The Economic Development Coordinator and support staff will implement the

Agricultural Economic Development Program, taking into consideration the recommendations of the AEC.

14. Consultants and Specialists. The County Cooperative Extension Director shall, as necessary, recommend contracts with outside resources, including the University of Florida, specialized nonprofit organizations and independent private consultants to assist in the implementation of AEC programs.

15. Travel Reimbursement. Travel reimbursement is limited to expenses incurred only for travel outside Palm Beach County necessary to fulfill AEC member responsibilities when sufficient funds have been budgeted and are available, as set forth in Countywide Policy and Procedures memoranda ("PPM") CW-0-038. No other expenses are reimbursable except as documented long distance phone calls to the liaison County department. Any approved travel reimbursement shall be subject to those actual expenses at the rate or rates established by State law and County travel policy. Approval authority for pre-authorized AEC member travel is designed to the County Administrator and Deputy County Administrator and shall be in accordance with PPM CW-F-009.

16. Compliance with Uniform Policy for Advisory Boards and Commissions. This Resolution and the AEC are expressly subject to all uniform policies for advisory boards and commissions as established by the Board pursuant to Resolution 2013-0193, as may be amended. The Board hereby waives the term limits established in Resolution 2013-0193.

17. Severability. If any section, sentence, clause, phase, or word of this Resolution is held invalid or unconstitutional by a court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.

18. Effective Date. This Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by Commissioner Baxter who moved its adoption. The motion was seconded by Commissioner Woodward and upon being put to a vote, was as follows:

		AYE	NAY
Commissioner Maria G. Marino, Mayor	_____	Aye	_____
Commissioner Sara Baxter, Vice Mayor	_____	Aye	_____
Commissioner Gregg K. Weiss	_____	Aye	_____
Commissioner Joel G. Flores	_____	Aye	_____
Commissioner Marci Woodward	_____	Aye	_____
Commissioner Maria Sachs	_____	Aye	_____
Commissioner Bobby Powell Jr.	_____	Aye	_____

The Mayor thereupon declared the Resolution duly passed and adopted this 11 day of February, 2025.

PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS

JOSEPH ABRUZZO, CLERK & COMPTROLLER

By: _____
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY FLORIDA

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

By: _____
Senior Assistant County Attorney