

**NORTH BREVARD ECONOMIC DEVELOPMENT ZONE (NBEDZ)
SPECIAL DISTRICT BOARD MINUTES**

August 10, 2012 @ 8:30 a.m.
District 1 Commission Office
400 South Street, Suite 1A
Titusville, Florida 32780

Board Members:

In Attendance: Dan Aton, John Beasley, George Mikitarian, Brenda Fettrow, Robert Jordan, Donn Mount, Stan Retz, and Louis Sanders

Absent: Micah Loyd

Call to Order: Meeting was called to order at 8:33 a.m., by George Mikitarian, Chair.

I. Approval of Agenda:

Motion by Brenda Fettrow, seconded by Robert Jordan, to accept the Agenda. Motion carried and ordered unanimously.

II. Review and Approval of Board Minutes:

Motion by Robert Jordan, seconded by Brenda Fettrow, to approve the NBEDZ meeting minutes of July 13, 2012. Motion carried and ordered unanimously.

III. Staff Report:

Commissioner Fisher provided the NBEDZ Board an updated regarding a meeting with the contractor working on the I-95 Widening Project, a State representative, and a representative from the consulting firm providing bond counsel; stated there will be a press conference and a ribbon cutting ceremony scheduled; and all of the NBEDZ Board members should be present to receive recognition. He added, many calls are coming in with inquiries of how the NBEDZ accelerated the I-95 Widening Project; and he expressed his thanks to the NBEDZ Board for its wisdom and help to accelerate the Project.

IV. Discussion and Direction

B. Draft Executive Director Classification Description:

The NBEDZ Board reached consensus for its members to submit examples of a detailed job classification and description of the NBEDZ Director position to Stockton Whitten, Assistant County Manager; and directed John Beasley to submit example matrixes of same to Mr. Whitten.

Motion by Robert Jordan, seconded by Brenda Fettrow, to direct Stockton Whitten, Assistant County Manager, to revise and provide the NBEDZ Board with the Spaceport Commerce Park Authority (SCPA) Ordinance change prior to submitting to the Board of County Commissioners for approval changing the authority of the SCPA Director to the NBEDZ Director, as its lead staffer. Motion carried and ordered unanimously.

The NBEDZ Board reached consensus to mirror the use of Agreement for County Services by and between the Board of County Commissioners, Brevard County, Florida, and the Merritt Island Redevelopment Agency (MIRA) as a guideline for the NBEDZ, Director position being a County employee, with benefits.

A. FY2012-2013 Budget Development:

Motion by Brenda Fettrow, seconded by Robert Jordan, to approve the Fiscal Year 2012-2013 budget development amount of \$225,000 which includes the salary of the NBEDZ Director, and the remaining budgeted amount is contingent as an appropriated line item that may be used for travel expenses, but not limited to travel expenses per the line item appropriation; authorized George Mikitarian, Chair, to work with Stockton Whitten, Assistant County Manager, to draft an agreement determining how budgeted dollars will be used, submit draft to Howard Tipton, County Manager, and it be included in the budget recommendations at the 1st Budget Hearing scheduled September 11, 2012; and authorized Mr. Mikitarian to work with Mr. Whitten, to draft an Inter-Departmental/Fund Loan Agreement for the use of County services funded through an interest only loan or a deferred payment loan. Motion carried and ordered unanimously.

V. Other Business:

The NBEDZ Board acknowledged the proposed NBEDZ Workplan; and acknowledged Stockton Whitten, Assistant County Manager, to continue serving as staff for the NBEDZ Board.

Robert Jordan, Secretary, suggested the NBEDZ Board start its meetings with the Pledge of Allegiance.

AUGUST 10, 2012

V. Other Business (continued):

The NBEDZ Board reached consensus to start its meetings with the Pledge of Allegiance.

IV. Public Comments:

Joe Hill, Space Coast Technical Network (STN) representative, stated STN is a group of aerospace workers who are laid off and meet for breakfast every Friday at St. Gabriel's Episcopal Church; STN has 200 members; and he extended an invitation to the NBEDZ Board to attend a STN meeting and pay four dollars for breakfast. He mentioned there are many talented members of STN who are willing to volunteer services.

Laura Canady, Titusville Economic Development, updated the NBEDZ Board on the status of Rocket Crafters; it is in the process of signing a building lease; the City of Titusville is continuing its Contract with the Space Coast Economic Development Commission to provide a selection process for a selected developer to develop a 27,000 square foot building, adjacent to the airport on City property, for an additional temporary facility; and Rocket Crafters will have its top two individuals permanently relocated in the next two weeks.

VIII. Adjournment:

Upon consensus the NBEDZ Board adjourned at 10:48 a.m.

A handwritten signature in black ink, appearing to read "Robert Jordan", written over a horizontal line.

Robert Jordan, Secretary

As approved by the NBEDZ on 09-14-12.