

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

October 12, 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, Brenda Fettrow, Robert Jordan, Micah Loyd, George Mikitarian, Donn Mount, Stan Retz, and Louis Sanders

Call to Order: Meeting was called to order at 8:32 a.m. by George Mikitarian, Chair.

I. Approval of Agenda:

Motion by Donn Mount, seconded by Brenda Fettrow, to accept the Agenda. Motion carried and ordered unanimously.

Pledge of Allegiance: Robert Jordan led the assembly in the Pledge of Allegiance.

II. Review and Approval of Board Minutes:

Motion by Louis Sanders, seconded by Brenda Fettrow, to approve the NBEDZ Meeting Minutes of September 14, 2012. Motion carried and ordered unanimously.

III. Staff Report:

Stockton Whitten, Assistant County Manager, stated a groundbreaking ceremony for the I-95 Widening Project will be at the I-95, northbound rest area before Highway 46, on October 30, 2012.

IV. Discussion and Direction:

A. Stockton Whitten, Assistant County Manager, provided the NBEDZ Board with the classification description of the Executive Director, NBEDZ position; and he stated George Mikitarian, Chair, submitted the classification description to Howard Tipton, County Manager. He added, the position was previously discussed to begin at the start of FY2013 calendar year; and he inquired how the NBEDZ Board would like to go through the timeline of the selection process.

IV. Discussion and Direction (continued):

Motion by Brenda Fettrow, seconded by Donn Mount, to approve forming an Executive Selection Committee consisting of Commissioner Robin Fisher, Assistant County Manager Stockton Whitten, Economic Development Commission representative, City of Titusville representative, Micah Loyd, and Donn Mount to review 100 or less on-line submitted applications, using an established matrix of strongly recommended, possibly recommended, or not recommend for interview, and selecting a short-list of eight for the NBEDZ Executive Director position, with a negotiated salary range of \$80,000 to \$120,000 a year, pending qualifications; or approved forming an Executive Selection Committee consisting of Commissioner Robin Fisher, Assistant County Manager Stockton Whitten, Economic Development Commission representative, City of Titusville representative, Micah Loyd, Donn Mount, and Dan Aton to review 100 or more on-line submitted applications, using an established matrix of strongly recommended, possibly recommended, or not recommend for interview, and selecting a short-list of eight for the NBEDZ Executive Director position, with a negotiated salary range of \$80,000 to \$120,000 a year, pending qualifications; authorized Assistant County Manager Whitten to advertise for a period of one month; and approved providing travel expenses for the final short-listing of three selected applicants to be interviewed by the NBEDZ Board. Motion carried and ordered unanimously.

VI. Public Comments:

Joe Hill, Space Coast Technical Network (STN) representative, stated due to the amount of unemployment in the area, he is hopeful the NBEDZ will give local preference, with possible extra ranking points; and he added, STN has many volunteers available.

IV. Discussion and Direction (continued):

B. Laura Canady, Titusville Economic Development Director, stated the City of Titusville adopted a higher millage rate at its second Public Hearing; calculations were recalculated for the budget proposal to the NBEDZ; and the City of Titusville's total budget contribution is \$16,165 for this year.

Motion by Brenda Fettrow, seconded by Robert Jordan, to approve George Mikitarian, Chair, to attend the City of Titusville's City Council meeting on October 23, 2012, at 6:30 p.m., for submittal of the NBEDZ fiscal year 2012/2013 General Workplan and budget request. Motion carried and ordered unanimously.

V. Other Business:

Stan Retz requested an update of Rocket Crafters, Inc. Stockton Whitten, Assistant County Manager, responded the Agreement has been mailed for signature; and once it is received, Chair Mikitarian will sign the Agreement.

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V. Other Business (continued):

Laura Canady, Titusville Economic Development, mentioned on December 1, 2012, Rocket Crafters, Inc. senior management will be located at the Space Coast Regional Airport Administration Building; and the City of Titusville is continuously working with the developer to help get financing for the temporary building.

VII. Adjournment:

Upon consensus the NBEDZ Board adjourned at 9:53 a.m.

A handwritten signature in black ink, appearing to read "Robert Jordan". The signature is fluid and cursive, with a large initial "R" and "J".

Robert Jordan, CM, Secretary

Approved by the Board December 14, 2012.