

**MINUTES OF NORTH BREVARD ECONOMIC DEVELOPMENT ZONE (NBEDZ)  
SPECIAL DISTRICT BOARD, GOVERNING BODY OF THE SPACEPORT  
COMMERCE PARK AUTHORITY**

April 12, 2019 @ 8:30 a.m.  
Parrish Medical Center - Health Village West/Heritage Hall  
931 N. Washington Avenue  
Titusville, Florida 32796

**Board Members:**

In Attendance: Dan Aton, Rodney Honeycutt, Al Matroni, George Mikitarian, Donn Mount, and Louis Sanders

Absent: Micah Loyd and Stan Retz

Telephone: Dr. Brenda Fettrow

Call to Order: Meeting was called to order at 8:30 a.m. by George Mikitarian, Chairman.

Pledge of Allegiance: Walt Johnson, City of Titusville Mayor, led the assembly in the Pledge of Allegiance.

**I. Agenda**

The Zone board acknowledged the Agenda as presented.

**II. Report on Expenditures to Budget**

Donn Mount provided a spreadsheet of the budget versus actuals; and he stated everything is tracking well.

Motion by Donn Mount, seconded by Al Matroni, to approve the Report on Expenditures as presented. Motion carried and ordered unanimously.

**III. Staff and Partnership Reports**

**North Brevard Economic Development Zone Executive Director Report**

Troy Post, CEcD, CBE, NBEDZ Executive Director, provided the Zone board with a handout of his report; and he provided Zone Board with a handout of the North Brevard Business Review newsletter.

**Greater Titusville Renaissance Executive Director Report**

Cathy Musselman, Greater Titusville Renaissance (GTR) Executive Director, provided the Zone board with a handout of her report.

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## **Discussion and Direction**

### **Preliminary Budget for Fiscal Year 2019-2020**

Troy Post, CEcD, CBE, NBEDZ Executive Director, provided the Zone board with a draft of the proposed budget for FY19-20; he stated he likes giving the budget information to the Zone board in April for it to be reviewed; at the May meeting he will bring back another draft with some added information on a couple of items for the budget; the County Manager has told all of the Directors that the Board of County Commissioners is encouraging him to look at doing across-the-board two percent Cost of Living Adjustment, which is factored into his salary; there will be an increase in the health insurance premium; and he pointed out Professional Services is for engineering and legal services, and contractual work with a firm.

#### **IV. Civil Engineering Services Proposal**

Troy Post, CEcD, CBE, NBEDZ Executive Director, advised he discussed with Purchasing about EPIC Consultants not having a continued services contract with the County and due to the dollar amount involved with the project at Spaceport Commerce Park (SCP), an Request for Proposals (RFP) would need to be done, or to use a firm that has a continued services contract with the County; he reached out to Public Works and he called Bussen-Mayer Engineering Group, Inc. for quotes; there are a few other firms that has continued services contract with the County, if the Zone board did not want to go with one of those other firms, the RFP would have to be gone through; and it could be more of a delay. He stated his preference would be to use Bussen Mayer for the Armstrong Drive, Parcel E Merritt Precision Technology piece; and he provided the Zone board with the SPC concept plan of Armstrong Drive, Parcel E. He suggested moving forward with Project No. 407505.

Motion by Dan Aton, seconded by Donn Mount, to approve the proposal for preliminary engineering and consulting services at Spaceport Commerce Park on Armstrong Drive, Parcel E from Bussen-Mayer Engineering Group, Inc. for Project No. 407505. Motion carried and ordered unanimously.

#### **V. Space Coast Infrastructure Agency**

Troy Post, CEcD, CBE, NBEDZ Executive Director, stated the County Manager notified him and Christine Schverak, Assistant County Attorney, about the desire a couple of years ago to accelerate the improvements that Florida Department of Transportation (FDOT) was doing on I-95 widening of lanes; in working with outside counsel, they came up with a concept of creating a separate agency to be a conduit to get State money quicker so they could pay the contractor; but now there has been a request from the County Manager about money still being in reserves.

Assistant County Attorney Schverak stated originally there were \$38.6 million in bonds issued through this agency to complete the I-95 project; those bonds were paid off at the end of 2018, as part of that there was residual money of about \$12,000 that the bank sent back, and it is a check made to the Space Coast Infrastructure Agency (SCIA); and that bond account was closed. She went on to say the agency has not been active for a very long time and it has basically been a holding agency to pay these bonds off; the terms of some Zone board members has expired by many years; there is no bank account to deposit the check in; and there is no purpose in moving forward for the agency. She

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advised the SCIA Charter was looked at to figure out what needed to be done and it was determined that the two founding agencies, the County and the Zone both pass a resolution and an interlocal agreement, so the agency can be orderly dissolved, and to direct the check be deposited in the General Fund; the Zone board was provided with the proposed resolution and an amendment to interlocal agreement relating to the establishment of the SCIA; and she is requesting the Chair to sign both documents for it to go before the Board of County Commissioners.

Motion by Donn Mount, seconded by Rodney Honeycutt, to authorize the Chair to sign a resolution authorizing an amendment to the Space Coast Infrastructure Agency (SCIA) Interlocal Agreement to dissolve the SCIA; and authorized the Chair to sign the amendment to Interlocal Agreement providing for dissolution of the SCIA. Motion carried and ordered unanimously.

**VI. Project Amendment for Merritt Precision Technologies, Inc.**

Troy Post, CEcD, CBE, NBEDZ Executive Director, stated after the four acres were approved for Merritt Precision Technologies, Inc., the contractors decided it needed a slightly larger piece; he provided the Zone board with a sketch of the parcel for five acres; at that time of approval the grant was for up to \$20,000 which was calculated at \$5,000 per acre; and the incentive for the five acre lot would need to be changed for up to \$25,000.

Motion by Al Matroni, seconded by Louis Sanders, to approved the sale of five acres more/less with the actual survey to determine the legal description. Motion carried and ordered unanimously.

Motion by Al Matroni, seconded by Rodney Honeycutt, to approve an incentive for up to \$25,000 based on \$5,000 per acre of the final acreage for the Merritt Precision Technologies, Inc. piece. Motion carried and ordered unanimously.

Upon consensus, the meeting adjourned at 9:57 a.m.



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Donn Mount, Secretary/Treasurer

Approved on December 13, 2019