

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

October 14, 2016 @ 8:30 a.m.  
Parrish Health Village West/Heritage Hall  
931 N. Washington Avenue  
Titusville, Florida 32780

**Board Members:**

In Attendance: Dan Aton, Brenda Fettrow, Robert Jordan, George Mikitarian, and Donn Mount

Absent: Paula Cardwell, Micah Loyd, Stan Retz, and Louis Sanders

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

Pledge of Allegiance: Scott Larese, City of Titusville City Manager, led the assembly in the Pledge of Allegiance.

**I. Approval of Agenda:**

Motion by Dan Aton, seconded by Donn Mount, to approve the Agenda as presented. Motion carried and ordered unanimously.

**II. Report on Expenditures to Budget:**

Robert Jordan, Secretary/Treasurer, stated line item number 93, Expenditure Items, is ending with \$1.6 million versus \$2.3 million; line item number 85, Aid to Private Org, was expected to give to certain organizations, but will have about \$300,000 carried forward to reserves; line item number 37, Communications and Freight Total, is over about \$600; and line item number 57, Office Supplies, is over about \$4,600.

Motion by Brenda Fettrow, seconded by Donn Mount, to approve the Budget as presented. Motion carried and ordered unanimously.

**III. Staff and Partnership Reports:**

**NBEDZ Executive Director Report**

Troy Post, CEcD, CBE, NBEDZ Executive Director, expressed his appreciation to the Executive Committee Members George Mikitarian, Brenda Fettrow, and Robert Jordan for meeting and working on performance appraisals last month with him; he stated during the meeting Ms. Fettrow suggested having a pamphlet to capsule Projects worked on over the past few years; and he is going to work towards that goal of being able to create and distribute one out. He stated he participated in a discussion group session at Port Canaveral, to assist in the Port's revision of its Master Plan, per statutory requirements of input from key stakeholders in the community on land use development; Project Signal has selected the Titusville Logistics Center (TLC); there is additional space at TLC; and he is actively working several projects with the City of Titusville Economic Development

and the Economic Development Commission of Florida's Space Coast (EDC), for some prospects looking for additional space. He went on to say there is an EDC prospect that is interested in a five-acre lot at Spaceport Commerce Park; and he met with the MED FAST owner David Williams, about possible redevelopment of an abandoned commercial site on U.S. 1 for new medical services facilities. He added he met with Vince Lopresti, Small Business Administration (SBA) Manager, for marketing/outreach, about providing future training and information on starting and operating a business, and discussed the possibility of creating a series of kiosks for making information available. He advised he prepared a labor shed analysis for use by an economic development prospect, and he will provide a copy to the Titus Landing development team; and he received a public records request that he submitted to the Budget Office to prepare regarding the awarding/granting of incentives for business development. He stated he met with EDC to discuss presentation to its executive board the proposed site certification program for industrial sites in Brevard County; he talked with Michael Powell, Chief Executive Officer of Titusville-Cocoa Airport Authority (TICO), about potential land acquisition project south of Airport property; and he discussed with Nancy Potts, Economic Development Manager at Kennedy Space Center (KSC), about plans for a Brazilian delegation to visit KSC and the Titusville area in December. He provided the Zone board with a video to watch of the Embraer ribbon cutting.

#### **GTR Executive Director Report**

Cathy Musselman, Greater Titusville Renaissance (GTR) Executive Director, stated COlaunch has eight members, three office, four basic, one institutional, and there are also walk-ins; she is planning future workshops and networking events to begin in January; and she had discussion with FabLab about offering some space at COlaunch. She went on to say the Bike Trails beautification is continuing throughout the City of Titusville; she is working with artists and vendors to determine a new date for Arts and Algorithms due to postponement from Hurricane Matthew; and the GTR Youth Academy project is being assisted with by Lead Brevard.

#### **IV. Discussion and Direction:**

##### **Spec Pad Site in Spaceport Commerce Park (SCP)**

Troy Post, CEcD, CBE, NBEDZ Executive Director, stated another pad ready site needs to be done at the entryway into SCP on S.R. 407; by having a grading plan as if a 50,000 foot building was being put at the site; the time to do this would be over the next six months; and this would be as an alternative versus building the spec building. He went on to say the process will be, unless the Zone board suggests otherwise, like the Embraer deal; and he will come back to the Zone board once there is specs in place for dollar amount approval.

##### **Business Recovery Center**

Troy Post, CEcD, CBE, NBEDZ Executive Director, stated he participated in teleconference meetings with the Emergency Management Office regarding Hurricane Matthew; in the aftermath of Hurricane Matthew, Brevard County was very fortunate for not taking a hit, but a better job could be done helping to prepare for such an event by the Chambers having a better way of communicating with the County; and he provided the Zone board with a copy of information about a Generac Commercial 100kW 6.8L (Alum)

October 14, 2016

NG 240V 3 Phase generator. He inquired if the Zone board feels this is an avenue to take.

Chairman Mikitarian inquired if the City of Titusville has generators. Scott Larese, City of Titusville City Manager, responded all Fire Stations, Police Stations, and City Hall. Chairman Mikitarian opined he does not know how many people would care if the Chambers were opened or not during a hurricane.

Robert Jordan, Secretary/Treasurer, stated the Chambers is not place for people to have refuge.

Dan Aton advised there is the COlaunch facility to check emails if needed; but most companies have their own type of operations plan.

Brenda Fettrow, Vice Chair, stated it depends on the severity of the storm and if there is no power or food, people are not going to be worrying about emails; and having a phased plan pending on severity is needed, but having a site for use is not the best use of taxpayers' money.

Commissioner Fisher advised the County provides a lot of shelter if needed.

**V. Business Items**

**New Business**

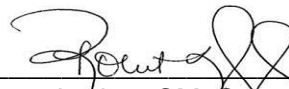
**Old Business**

Holly Carver mentioned the Jess Parrish Medical Foundation's Fire and Ice Gala is on October 21 at LaCita, supporting mental health; the Hobby Lobby ribbon cutting is on October 14 at 8:30 a.m.; and the Change Awards is on November 5.

Mayor Jim Tulley congratulated Brenda Fettrow for being the new City of Rockledge City Manager; he stated litter patrol is happening October 15 starting at the Library at 8:30 a.m.; and he expressed his thanks for the City's staff doing an incredible job of getting everyone through Hurricane Matthew.

Chairman Mikitarian inquired if the facility on S.R. 405 is handling all debris. Scott Larese, City of Titusville City Manager, responded they are dumping it in several locations.

Upon consensus, the meeting adjourned at 9:16 a.m.



Robert Jordan, CM, Secretary/Treasurer

Approved on January 13, 2017.

October 14, 2016