

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

June 12, 2015 @ 8:30 a.m.
Parrish Health Village West/Heritage Hall
931 N. Washington Avenue
Titusville, Florida 32780

Board Members:

In Attendance: Dan Aton, Paula Cardwell, Brenda Fettrow, Robert Jordan, Micah Loyd, Stan Retz, and Louis Sanders

Absent: George Mikitarian and Donn Mount

Call to Order: Meeting was called to order at 8:30 a.m. by Brenda Fettrow, Vice Chairman.

Pledge of Allegiance: Robert Jordan, Secretary/Treasurer, led the assembly in the Pledge of Allegiance.

I. Approval of Agenda:

Motion by Robert Jordan, Secretary/Treasurer, seconded by Micah Loyd, to approve the Agenda as presented. Motion carried and ordered unanimously.

II. Review and Approval of Board Minutes:

Motion by Robert Jordan, Secretary/Treasurer, seconded by Paula Cardwell, to approve the April 24, 2015 and the May 8, 2015 meeting minutes as presented. Motion carried and ordered unanimously.

III. Report on Expenditures to Budget:

Robert Jordan, Secretary/Treasurer, stated there is nothing of significance to report.

IV. Staff and Partnership Reports:

NBEDZ Executive Director Report

Troy Post, CEcD, NBEDZ Executive Director, stated he presented the Fiscal Year 2015-2016 budget to the County Manager; he passed around some of the requirements he showed; this constitutes as the annual report to the Board of County Commissioners (BOCC); and it would still needs to go before the City of Titusville's City Council in August. He stated he attended a coordinated meeting by Space Florida to meet with Jay Gibson of XCOR to discuss that company's future plans in North Brevard and use of facilities at Kennedy Space Center; and XCOR's strategy continues to include space

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tourism, but it is focusing on payload deployment and orbital servicing needs, such as satellite repair. He stated he met with Scott Shepard, Director of Real Estate at Port Canaveral, to discuss tenant prospects for plans at the Titusville Logistics Center; there had been execution of a lease on the building, permitting sublease arrangement for Port-related firms; and the building should be ready for occupancy by April 2016. He advised the initial drafts are prepared for the incentive agreement and ground lease for Project Eagle; he worked on materials in connection with Project Panther for possible ways for the Zone to fund the incentive; and he attended a meeting with William Chivers, Rush Construction, about adding language into documents for use of local firms with the Projects. He talked about participating in the Florida Department of Transportation (FDOT) visioning process for improving the streetscape along Garden Street that is part of the Zone's strategic initiative to enhance major transportation corridors in the area; and he met with Beth Gitlin, WeVenture from Florida Institute of Technology (FIT), to discuss ways to include the former Women's Business Center at FIT in the cowork space concept. He mentioned joining an International Economic Development Council (EDC) webinar discussion on business creation, which provided tips on identifying local entrepreneurs and developing programs to encourage business start-ups. He stated he met with George Woodruff, Zippermast, again to discuss his proposed building acquisition; and he met with representatives from Renegade Aircraft for possible plans to consolidate its operations from existing airports within the State to the Space Coast Regional Airport, which manufactures single-pilot sport aircraft that is beginning to be used in air racing events.

Greater Titusville Renaissance Executive Director Report

Cathy Musselman, Greater Titusville Renaissance (GTR) Executive Director, stated she is continuing to coordinate with the Titusville Entrepreneur Clubhouse group by holding a mastermind session with participants to help further his or her entrepreneur path; she gave a presentation on business start development to the Christian Women's Business organization; and she is working to develop a lean startup program as part of training opportunities at cowork space along with business plan and investor pitch contest. She added, GTR has helped to revive the North Brevard Chapter of Keep Brevard Beautiful (KBB) with a sponsored beach cleanup at Playalinda Beach during the Sea Turtle Festival; and she is working with the North Area Parks and Recreation and the City of Titusville to discuss the Upland Building Project, located at the Sand Point Park and the Coquina Park, located across from the El Leoncito Mexican and Cuban Restaurant. She stated she is continuing to work on Art and Algorithms 2015 by conducting committee meetings and communicating with international and local artists; a tent village will be created on Julia Street; and some of the artists are coming from Paris, Turkey, Japan, and Idaho. She concluded by saying the Food Truck Bazaar is Monday, June 15, with 10 food trucks planned to be located at the Julia Street parking lot; and she is working on a Space Coast Business Expo coming in September 2015 at Eastern Florida State College (EFSC).

V. Discussion and Direction

Cowork Space Project

Brenda Fettrow, Vice Chair, stated it was decided at last month's meeting to bring the cowork space discussion back to the Zone board for further direction.

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Troy Post, CEcD, NBEDZ Executive Director, stated during some discussions that followed last month's meeting there were a couple topics raised; today he will go over what some of the different elements of this project are; and to consider different options to see what the census of the Zone board would be. He stated an option for the Zone board to consider helping with the timeframe is to appoint a subcommittee who could meet with Cathy Musselman, Greater Titusville Renaissance Executive Director, Edyie McCall, City of Titusville Economic Development Director, and he to discuss options further; and to come back at the July meeting with a proposal for the Zone board to vote on.

Motion by Dan Aton, seconded by Robert Jordan, Secretary/Treasurer, to approve Paula Cardwell, Stan Retz, and Secretary/Treasurer Jordan to be members of the Cowork Space Committee being advisory to the Zone board to vet pros and cons, and to bring back recommendations of options for how the Zone proceeds further with the Cowork Space Project, or to bring back recommendations of options on how to move the Project forward within the projected timeframe. Motion carried and ordered unanimously.

Brenda Fettrow, Vice Chair, passed the gavel to Robert Jordan, Secretary/Treasurer; and her absence is noted at 9:00 a.m.

Summer Jobs Program

Troy Post, CEcD, NBEDZ Executive Director, stated he provided the Zone board with a narrative that Rev. Glenn Dames provided to him regarding the North Brevard Summer Youth Employment Program 2015; there has been a lot of concern in the community to find ways to give youth during the summer some employment learning skills; and by working with local companies will add to his or her resume. He introduced Rev. Glenn Dames, representative of Blessed Boundaries HSC who is coordinating the event; and they have been to several different companies for support of the Summer Youth Employment Program.

Rev. Dames stated there is a lack of activity for the youth in the City of Titusville; the unemployment rate for ages 16 to 19 is 21.8 percent; in the summer, crime rates spike; he is trying to do his part, along with a lot of other people in the community of Titusville who are trying their best to help get the youth engaged to be a part of society; and 45 applications have been received from 14 to 18 year olds who are desiring to work and become productive members of society. He advised Dixie Crossroads, Lewis-Ray Mortuary Inc., and the City of Titusville are participating in the Program; the City of Titusville has granted over \$6,000, with five positions for the youth to be employed during the summer for internship; and he is in the process of talking with Vance, Lotane, and Bookhardt, PA, Brevard County Parks and Recreations, and a few others that he is in the process of talking to. He stated it is a six to eight week Program for the youth to learn valuable skills, work ethics, and to receive a paycheck.

Paula Cardwell advised there are similar Programs like this all over the State; she stated the problem that she sees with the Zone helping is it does not go with the core of what the Zone does; she commended Rev. Dames for a job well done for the youth; and she suggested having more churches involved to get the funding from.

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Mr. Post pointed out the strategic initiative under the Zone's Economic Development Plan (EDP) is under the workforce development section in the Zone's EDP; and he added, by improving youth skills, is an appropriate use of those funds.

Robert Jordan, Secretary/Treasurer, stated he is a fan of the Program; and he is in support of helping with the Program. He inquired how the City of Titusville came up with its five available positions. Scott Larese, City Manager of Titusville, responded he sought positions through his directors for any viable positions available; they came up with five positions; it is minimum pay; and it is working 8:00 a.m. to 5:00 p.m. He stated the value is not just providing an \$8 per hour job, but providing mentorship to help with the life skills they are trying to develop; and there will be an evaluation period at the end of the Program that is provided by Rev. Dames, for the student to see how his or her employer rates their performance

Dan Aton stated he would be in favor of a 50 percent match if offered to the businesses and mentors that are already a part of the program.

Mr. Larese added, the City's portion is closer to \$8,000.

Motion by Dan Aton, seconded by Micah Loyd, to approve 50 percent match offered to businesses sponsoring and mentoring positions of an employer who are putting in one-half of the funding for the North Brevard Summer Youth Employment Program 2015, up to \$10,000. Motion carried and ordered, with Paula Cardwell voting Nay.

VI. Business Items:

New Business

Letter of Support for City of Titusville Grant Application

Motion by Paula Cardwell, seconded by Stan Retz, to approve Letter of Support for the City of Titusville to the Division of Community Development for grant application for the Community Planning Technical Assistance Grant. Motion carried and ordered unanimously.

Old Business

Economic Incentive for Project Plastic

Troy Post, CEcD, NBEDZ Executive Director, stated this is an item for the Zone board to review for an economic incentive offer of \$150,000 for a loan interest subsidy program conditioned upon Certificate of Occupancy on the building taking their construction financing and actually converting it to permeant financing, and providing for an opportunity to make presentation to the Zone if an application is filed. He went on to say Project Plastic involves expansion of a firm's current manufacturing operations in the County through the construction of a new 45,000 square foot industrial facility on an approximate six-acre lot in the Spaceport Commerce Park (SCP); and the Project would permit the company to achieve efficiencies in production, and present operations taking place in multiple, older buildings. He stated the suggested incentive use of loan interest subsidy program in the Zone's Economic Development Plan (EDP), is seeking to provide

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a financial incentive to an industrial business that will provide a determined number of qualified full-time permanent jobs, and the incentive, which would fund interest payments up to a maximum of \$150,000 over a five-year period if the building is complete and the construction-period loan is converted to permanent financing.

Brenda Fettrow, Vice Chair, presence is noted at 9:20 a.m.

Dan Aton stated the Zone's contribution should somehow be tied to a market interest rate.

Motion by Dan Aton, seconded by Brenda Fettrow, Vice Chair, to approve up to \$150,000 and the percentage of interest on the building is tied to market interest rate. Motion carried and ordered unanimously.

Robert Jordan, Secretary/Treasurer, passed the gavel back to Vice Chair Fettrow.

Public Comments:

Patrick Pearce stated he owns a small business in Titusville manufacturing musical instruments and accessories; he is interested in the cowork space concept; he inquired what is going to those kids when they complete their work; and he offered his time to teach those kids how to launch an Internet-based business.

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



Robert Jordan, CM, Secretary/Treasurer

Approved by the Board on July 10, 2015