



Executive Committee Meeting, Friday, July 18, 2025, 08:30 – 10:30 am

Treasure Coast Regional Planning Council, 421 Camden Ave, Stuart, FL 34994

Board of Directors Meeting, Wednesday, July 23, 2025, 08:30 – 10:30 am

Children's Services Council of Martin County, 101 SE Central Pkwy, Stuart, FL 34994

ADDENDUM

Executive Committee (EC) Comments in Italics

This Addendum contains notes and recommendations from the Executive Committee

1. 8:30 am **Call to Order and Roll Call**
 - a. Susan Rabinowitz – President of the Board, BDBMC
2. 8:35 am **Comments**
 - a. Public
 - b. BDBMC Partners
 - c. Executive Director Report
 - I. William Corbin, BDBMC
3. 8:50 am ***Executive Committee Meeting July 18, 2025, Recap***
 - a. *Executive Director Annual Evaluation*
4. 9:00 am **Approvals**
 - a. Meeting Minutes
 - I. Executive Committee Meeting Minutes, June 20, 2025 pg 4
 - II. Board of Directors Meeting Minutes, June 25, 2025 pg 6
Executive Committee recommends approval [Kiehn/Hartz]
 - b. Financials
 - I. June 2025 pg 11
Executive Committee recommends receive the financials [Kiehn/Browning]
 - c. *Executive Director Annual Evaluation pg 15*
5. 9:10 am **Reports & Presentations**
 - a. Employment Report – CareerSource Research Coast
 - b. Quarterly Business Attraction Update – William Corbin, BDBMC
 - c. BRE Update – Troy McDonald, BDBMC pg 16
 - d. Programming Update – William Corbin, BDBMC
 - e. Martin County Tool Kit Update – George Stokus, Martin County
6. 10:00 am **Board Member Items & Discussions**
7. 10:15 am **Comments**
 - a. Public
 - b. BDBMC Partners
8. 10:30 am **Adjournment**

Upcoming Meetings & Events

2025 Aviation in Martin County Luncheon | Wed., Aug. 13, 2025, 11:45 – 1:00 pm

Executive Committee Meeting | Fri., Aug. 22, 2025, 8:30 – 10:30 am



Board of Directors Meeting | Wed., Aug. 27, 2025, 8:30 – 10:30 am
Indiantown Chamber of Commerce Denim and Diamonds Gala | Sat., Sept. 6, 2025, 6:00 – 10:00 pm
Martin County Industrial Development Authority | Fri., Sept. 12, 2025, 2:00 – 4:00 pm
Stuart/Martin Chamber of Commerce Annual Installation Gala | Sat., Sept. 27, 2025, 5:00 – 11:00 pm
2025 Martin County Business Awards | Mon., Oct. 6, 2025, 11:30 am – 1:00 pm



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5. 09:30 am **Executive Director Annual Evaluation**
6. 10:00 am **Board Member Items & Discussions**
7. 10:20 am **Comments**
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Executive Committee Meeting Minutes

Friday, June 20, 2025

Children's Services Council of Martin County, 101 SE Central Pkwy, Stuart, FL 34994

Present: Susan Rabinowitz, , Eric Kiehn, Angela Browning, PhD, Lauren Abbott

Excused: Dan Romence

Absent: Ken Norman (Counsel)

Staff: William Corbin (Executive Director), Inez van Ravenzwaaij (Director, Programs & Partnerships), Troy McDonald (Director, Existing Industries & Business Development), Brittany Truong (Office Administrator), George Stokus

- 1. Call to Order, Pledge of Allegiance and Roll Call:** Susan Rabinowitz called the meeting to order at 8:31 AM. A quorum was established by roll call.

2. Comments

- a. Public Comments:** None
- b. Partner:** None
- c. Executive Director Report:** William Corbin provided a brief overview.

3. Approvals

a. Minutes

- I. Executive Committee Meeting Minutes – May 23, 2025: Eric Kiehn motioned to approve the minutes as presented and was seconded by Angela Browning, PhD. The motion passed unanimously.
- II. Board of Directors Meeting Minutes – April 23, 2025: Eric Kiehn recommends approval of the April 23, 2025, minutes as presented and seconded by Lauren Abbott. The motion passed unanimously.
- III. Board of Directors Meeting Minutes – May 28, 2025: Eric Kiehn recommends approval of the May 28, 2025, minutes as presented and was seconded by Angela Browning, PhD. The motion passed unanimously.

b. Financials

- I. May 2025: William Corbin provided an overview of the financials for May. Discussion ensued among the Executive Committee members. A



motion to receive the May financials was made by Lauren Abbott and seconded by Eric Kiehn. The motion passed unanimously.

c. Other

- I. **Executive Director Review Process:** The Executive Committee discussed the process and agreed to conduct the review during the Executive Committee meeting on July 18, 2025.

4. Reports & Presentations

- f. **Budget Update:** William Corbin provided updates to the budget. Discussion from the committee followed. George Stokus will provide a letter at the Board of Directors meeting of the expectations of the Business Development Board of Martin County.

5. Board Member Items & Discussions:

- a. **Award Selection Committee:** The Executive Committee agreed to have the Award Selection Committee following the Board of Directors Meeting in July. They requested to have the books a week in advance to prepare.

6. Comments: None

7. Adjourn: 10:12 AM



Board of Directors Meeting Minutes

Wednesday, June 25, 2025

Witham Field, 2011 SE Airport Rd, Stuart, FL 34996

- Present:** Susan Rabinowitz, Dan Romence, Eric Kiehn, Lauren Abbott, Angela Browning, PhD., Marshall Critchfield, Patrick Gleason, Ransom “Reed” Hartman, David Powers, Ron Rose, William 'David' Snyder, Tyson Waters, Ed Weinberg, Commissioner Laura Giobbi,
- Excused:** Brian Bauer, Steven Hartz, Tyson Waters
- Absent:** Mayor Carmone Dipaolo
- Staff:** William Corbin (Executive Director), Inez van Ravenzwaaij (Director, Programs & Partnerships), Troy McDonald (Director, Business Retention and Expansion), Brittany Truong (Office Administrator), Ken Norman (Counsel), George Stokus

- 1. Call to Order, Pledge of Allegiance and Roll Call:** Susan Rabinowitz called the meeting to order at 8:38 AM. A quorum was established by roll call.

2. Comments

- I. **Public Comments:** None
- II. **Partner Comments:** None
 - I. **Investor Presentation:** Inez van Ravenzwaaij thanked Richard Kolleda from Spherion Staffing & Recruiting and Bill West from Acquisition Experts for their new investments. Inez van Ravenzwaaij also thanked Brian Powers, Chairman of the Martin County Industrial Development Authority for their renewed investment.
- III. **Executive Director Report:** William Corbin went over the Executive Director Report.
 - **Legislative Update**
 - FEDC – the Florida Economic Development Council – sent an email to its members after the legislative session finally concluded last week, the evening of Monday, June 16. The email detailed several economic development-related pieces of legislation that were passed along with the state budget. Here are the highlights:



- **SelectFlorida received \$900,000 in non-recurring funds** to expand the department's trade show and mission grant program to small manufacturers, with the goal of enhancing their competitive edge in international trade markets.
- **HB 7031** - eliminates the 2% tax on commercial leases. Florida was the only state that levied that type of tax, putting Florida businesses at a competitive disadvantage, compared to businesses in other states. Per the Florida Chamber of Commerce, the removal of Business Rent Tax will save Florida businesses a total of \$900 million. HB 7031 also includes the extension of the data center tax exemption through June 30, 2037. This exemption is important because it incentivizes investment in the data center sector, which is experiencing explosive growth nationwide, and illustrates the opportunity for communities like Martin County to take advantage of – and capture – some of the benefits of this investment growth.
- **SB 1516** – creates the International Aerospace Innovation Fund, which will be administered by Space Florida. This fund is intended to drive global aerospace research, commercialization, and workforce development in the state. The goal of the fund is to foster strategic partnerships between Florida-based aerospace companies, international businesses, research institutions, and space agencies, positioning Florida to attract new projects, companies, and high-wage jobs.
- **Resilience Workshop**
 - On May 29, in conjunction with the start of hurricane season, the BDB hosted a Resilience Workshop for local businesses at IRSC's Martin County campus. The event featured a variety of subject matter experts who detailed the importance of preparing their business for disasters and significant business interruptions. Topics included business continuity planning, applying for low and no-interest loans, and supply chain contingency planning. Speakers and panelists from a variety of organizations participated as well, including SBDC, SBA, SFMA, FloridaMakes, Martin County Emergency Management, C3 Complete technology firm, the



National Association of Home Builders, CareerSource, the Solar Energy Loan Fund, FPL, West Advisory, and the Martin County Economic Council.

- **Martin County Emergency Management Partner Meeting**
 - BDB staff attended the June 4 Martin County Emergency Management Partner Meeting, which coincided with the start of the 2025 hurricane season. The meeting, held in the Emergency Operations Center off Monterey Road, featured partner updates and highlights, including a preview of the 2025 hurricane season from the National Weather Service as well as details about meaningful resources, like the Martin County Long-Term Recovery Group. This group, led by the Martin Interagency Network for Disasters (MIND), unites local nonprofits, government agencies, and community organizations to support residents in the aftermath of a disaster.
- **Martin MPO FTAC Meeting**
 - The Martin MPO's Freight Transportation Advisory Committee met on June 5. The BDB has a seat on this board, represented by Executive Director William Corbin. There were several notable updates at this meeting:
 - Martin County's Transportation Improvement Plan (TIP) is scheduled to be adopted in June 2025
 - Roadway enhancements are a major part of the TIP (e.g. widening SR-710 to four lanes, from two lanes, out to Okeechobee).
 - Construction for the FEC Railroad Crossing grade separation is anticipated to start in 2029. A public open will happen sometime in Fall 2025.
 - Martin County's 2050 Long Range Transportation Plan anticipated to be adopted by the County Commission in October 2025. The next public Open House is scheduled for August 26th at 4:30 pm in the City of Stuart Commission Chambers.
 - Top concerns of the 2050 Long Range Transportation Plan
 1. Traffic Congestion
 2. Safety



3. Limited public transportation

- **Boys & Girls Club – New Stuart Location**

- I had the opportunity to tour the new Stuart club location. It will be a great resource for our local community, in terms of workforce and talent pipeline development – it has a number of working labs with instructors teaching nationally-certified courses in a select variety of CTE skilled trades, ranging from electric to culinary as well as fashion.

- **St. Lucie EDC**

- BDB staff met with the St. Lucie EDC team. The goal was to start and engage in an open dialogue about economic development activities across the Treasure Coast and discuss challenges and best practices that relate to each of our organizations. Most importantly, we brainstormed about potential opportunities for partnership and collaboration with each other, on a regional level. Programming and event collaboration possibilities in the workforce development space appear to be the most promising. We will continue to communicate with each other moving forward, because strong partnerships are a priority and represent a key method whereby the BDB can maximize its impact on the local business and entrepreneur community.

- **Speaking Engagement (Jensen Beach Chamber)**

- On June 19th I spoke with the members of the Jensen Beach Chamber of Commerce at their monthly lunch meeting. I delivered an overview of the BDB's vision, mission and goals, and I detailed the importance of what the BDB does – and how that directly and positively impacts tax revenues for Martin County and the individuals and families who live there.

3. Executive Committee Meeting June 20, 2025, Recap: Susan Rabinowitz provided the recap of the Executive Committee Meeting on Friday June 20, 2025.

4. Approvals

I. Minutes

- I. **Board of Directors Meeting—April 23, 2025:** Eric Kiehn moved to approve the Board of Directors Meeting minutes for April 23, 2025,



which was seconded by Marshall Critchfield. The motion passed unanimously.

- II. **Board of Directors Meeting – May 28, 2025:** Marshall Critchfield moved to approve the Board of Directors Meeting minutes for May 28, 2025, and was seconded by Eric Kiehn. The motion passed unanimously.

- II. **Financials:** William Corbin, Executive Director, presented and summarized the financials. Eric Kiehn moved to approve of the Financials, and it was seconded by Ranson “Reed” Hartman. The motion passed unanimously.

5. Reports & Presentations

- a. **Martin County IDA** – Brian Powers, MCIDA Chairman, presented the draft pitch deck. Discussion ensued regarding the pitch deck.
- b. **Business Attraction Update** – William Corbin, Executive Director, provided an update on attraction projects and leads for Martin County.
- c. **BRE Update** – Troy McDonald, Director of Business Retention and Expansion, provided an update.
- d. **Programming Update** – Inez van Ravenzwaaij, Director of Programs and Partnerships, provided an update.
- e. **Budget Update** – William Corbin, Executive Director, provided an updated on the FY 2026 budget.
- f. **Paris Air Show** – Troy McDonald, Director of Business Retention and Expansion, provided an updated on the Paris Air Show.

6. Board Member Items & Discussions

- I. **Award Selection Committee** – Any Board Member who wants to participate on the Selection Committee to let staff know by end of the week.

7. Comments

- a. **Public:** None
- b. **BDBMC Partners:** Ted Astolfi provided information on a bill that was just signed in Florida regarding permits. George Stokus provided additional information on the permit status with Martin County. Ted Astolfi also stated that the REACH Center should be open in the middle of August.

8. Adjourn: 10:06 am



To: Board of Directors
From: William Corbin, Executive Director
Subject: Financial Reports for Month Ended June 30, 2025
Date: Executive Committee Meeting – July 18, 2025
Board of Directors Meeting – July 23, 2025

SUMMARY: This memo presents and reviews the monthly financial reports.

RECOMMENDATIONS:

1. Motion to receive the reports.

Discussion & Review

1. **Balance Sheet**

- a. No comments.

2. **Statement of Activities (Quarterly)**

- a. *Notable Income –*

- i. The \$5,000 of recorded Miscellaneous income represents private sector sponsorships in support of BDB participation at the June 2025 Paris Air Show.

- b. *Notable Expenses –*

- i. A majority of the \$5,817 of expenditures in the *Business Development Marketing* row consists of a sponsorship listing in the Stuart/Martin County Chamber's annual Welcome Guide as well as travel and lodging costs relating to attending the June 2025 Paris Air Show.
 - ii. A little more than half of the \$2,502 in *Pulse* expenditures under the Economic Development Programs/Services category represents design costs for collateral relating to the May 29 Business Resilience Workshop event.

[Reports follow]

Business Development Board of Martin County

Balance Sheet

As of June 30, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
BDB CHECKING ACCOUNT *0501 (0501)	68,776
SEACOAST BUSINESS MONEY MARKET *8461 (8461)	141,903
Total Bank Accounts	\$210,679
Total Current Assets	\$210,679
Fixed Assets	
Accumulated Depreciation	(25,731)
Equipment	16,055
Furniture & Fixtures	9,675
Total Fixed Assets	\$0
TOTAL ASSETS	\$210,679
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	3,025
Total Other Current Liabilities	\$3,025
Total Current Liabilities	\$3,025
Total Liabilities	\$3,025
Equity	
Contract Reserve	166,713
Net Assets	138,187
Net Income	(97,246)
Total Equity	\$207,655
TOTAL LIABILITIES AND EQUITY	\$210,679

Business Development Board of Martin County

Quarterly Statement of Activities (P&L)

October 2024 - June 2025

	OCT - DEC, 2024	JAN - MAR, 2025	APR - JUN, 2025	TOTAL
Income				
County Income	112,500	116,250	116,250	\$345,000
Event - Sponsorship Income	20,500	5,500	6,000	\$32,000
Interest Earned	1,395	1,166	948	\$3,509
Investor Income	15,310	7,250	20,750	\$43,310
Miscellaneous			5,000	\$5,000
Total Income	\$149,705	\$130,166	\$148,948	\$428,819
GROSS PROFIT	\$149,705	\$130,166	\$148,948	\$428,819
Expenses				
Bank Charges & Fees	186	232	215	\$633
Business Development Marketing	18,939	897	5,817	\$25,653
Computer Equipment - Software	634	1,164	571	\$2,368
Economic Development Programs/Services	232	950	861	\$2,043
Manufacturing		699		\$699
Pulse		885	2,502	\$3,387
Workforce		1,180	85	\$1,265
Total Economic Development Programs/Services	232	3,713	3,447	\$7,393
Events/Forums	1,474	182	50	\$1,706
Awards Luncheon	27,578	7,540	3,472	\$38,590
Board	110	326	349	\$786
Total Events/Forums	29,162	8,048	3,871	\$41,081
Insurance	427	3,841		\$4,269
Memberships	3,245	1,269	750	\$5,264
Member Events		876	2,065	\$2,941
Total Memberships	3,245	2,145	2,815	\$8,205
Occupancy	8,975	8,523	9,021	\$26,519
Office Equipment		309	123	\$432
Office/General Expenses	2,511	1,993	3,380	\$7,885
Outside Services	45,673	38,810	29,460	\$113,943
Payroll Expenses				\$0
Employee Benefits	9,079	9,617	16,928	\$35,624
Payroll Taxes	5,135	5,643	6,992	\$17,770
Payroll Wages	63,285	68,431	87,769	\$219,486
Total Payroll Expenses	77,499	83,691	111,690	\$272,880
Postage and Postal Services	73	75		\$148
Professional Development-Training	215	1,657		\$1,872
QuickBooks Payments Fees	251	73	75	\$398
Subscriptions	578	561	1,197	\$2,337
Technology Communications	2,931	7,955	3,430	\$14,317
Travel & Entertainment	150	1,211	1,414	\$2,775
Unapplied Cash Bill Payment Expense	(7,000)	0	0	\$ (7,000)
Total Expenses	\$184,681	\$164,899	\$176,527	\$526,108
NET OPERATING INCOME	\$ (34,976)	\$ (34,734)	\$ (27,579)	\$ (97,289)

	OCT - DEC, 2024	JAN - MAR, 2025	APR - JUN, 2025	TOTAL
Other Income	\$0	\$0	\$43	\$43
NET OTHER INCOME	\$0	\$0	\$43	\$43
NET INCOME	\$ (34,976)	\$ (34,734)	\$ (27,536)	\$ (97,246)

Annual Performance Review

Fiscal Year 2025

William Corbin, BDB Executive Director

Overall Rating: 3.2 Often exceeds expectations

William has made a significant impact on the organization since joining as Executive Director the beginning of this fiscal year. By investing time relationship building with key stakeholders in the business community and fine tuning the BDB's focus William has earned credibility as an effective leader. Board member feedback has been positive with a desire to increase engagement under his leadership.

Key strengths include his business development expertise, executive presence, and ability to find common ground in different perspectives.

Key opportunities include strengthening communication by building the team in response to Martin County's clarification on the organizations key priorities. In addition, developing confidence to express independent points of view on sensitive issues and reinforcing the BDB value proposition with every interaction.

2026 performance expectations should focus on the four priority areas identified in the Martin County Board of County Commissioners' letter dated June 23, 2025 including:

- 1) Pulse Visits
- 2) Access to Capital Program
- 3) Liason for Business Attraction
- 4) Business Attraction and Retention Representation

Executive Director board comments should include updates to these 4 priorities quarterly throughout the 2026 fiscal year.

Executive Committee 2026 Salary Recommendations:

Staff to receive a 6% cost of living adjustment for 2026 fiscal year.

Executive Director to receive 3% market rate adjustment for 2026 fiscal year.

Current Salary	\$ 115,000
6% Cost of Living	\$ 6,900
3% Market Rate Adjustment	\$ 3,450
Proposed 2026 Salary	\$ 125,350



To: President & Members, Executive Committee, Board of Directors
From: Troy McDonald – Director of Business Retention & Expansion
Subject: Business Retention and Expansion (BRE)
Date: Executive Committee – July 18, 2025
Board of Directors – July 23, 2025

Executive Summary

This report provides an update on the Business Retention and Expansion (BRE) activities undertaken by the Business Development Board of Martin County (BDBMC). The BRE program continues to focus on strengthening relationships with existing businesses, identifying opportunities for expansion, and resolving challenges that may impact local industry.

Recent activities included conducting several Pulse Visits across Martin County and completing follow-up actions from those visits. Follow-up actions included referrals to the Stuart Martin Chamber of Commerce for membership opportunities, workforce-related referrals to CareerSource and Career Connect, referrals to the Small Business Development Center (SBDC), and a referral to Select Florida for international trade assistance. I also attended ribbon cuttings and other chamber events to further engage with the business community.

I met with representatives of the South Florida Manufacturers Association (SFMA) to discuss including SFMA in future Pulse Visits with Martin County manufacturers. Additionally, I continued working with Executive Director William Corbin on several business attraction projects.

Purpose of Business Retention and Expansion (BRE)

The BRE program is designed to:

- Strengthen relationships with existing businesses and industries.
- Identify challenges and opportunities for local businesses.
- Provide resources and solutions to support business stability and growth.
- Enhance economic sustainability through strategic partnerships and community engagement.
- Foster an environment where businesses can thrive and expand within Martin County.

The purpose of this report is to update the BDBMC Board of Directors on recent BRE activities and progress.

Business Retention & Expansion (BRE) Update

Recent Activities:

- Conducted several Pulse Visits.
- Completed follow-up actions from Pulse Visits.
- Pulse Visit follow-ups included referrals to the Stuart Martin Chamber of Commerce, CareerSource, Career Connect, SBDC, and Select Florida for international trade assistance.
- Attended ribbon cuttings and other Chamber events.
- Met with South Florida Manufacturers Association representatives to discuss including SFMA in future Pulse Visits.
- Worked with Executive Director William Corbin on business attraction projects.

CRE Forum Update

- The CRE Forum is set for July 17 at 8:30 a.m.
- The event will be held at the Martin County Realtors of the Treasure Coast Office, in partnership with MCRTC.
- This year's event is rebranded as:
Horizons – What's Next: Real Estate, The Economy, and Martin County.
- Currently, approximately 90 registered attendees.
- \$3,200 in sponsorship commitments.

Paris Air Show Follow-up

- Sent follow-up emails to all members of Daher Aerospace's team met at the Paris Air Show.
- Conducted a meeting with local Daher officials to address issues raised in Paris.
- Currently coordinating a meeting with Daher's North American Head of the Logistics Division, to take place in Stuart.

Moving Forward

The BRE program remains a critical component of economic development in Martin County. Through direct engagement, resource facilitation, and strategic partnerships, we continue to support local businesses in their growth and retention efforts. Moving forward, the focus will be on expanding outreach, strengthening collaborations, and proactively addressing the needs of businesses to foster long-term economic sustainability in the region.