

**Leon County Research and Development Authority
Executive Committee Special Meeting**

Collins Building
2051 E Paul Dirac Drive
Tallahassee, FL 32310

Monday, August 1, 2022
11:00am – 1:00pm

Agenda

Due to the ongoing Coronavirus/COVID-19 pandemic, anyone wishing to address the Committee may appear in person (attendance in the room may be limited) or submit written comments by 9:00am the day before the scheduled meeting date so that the comments can be distributed to the Committee members. Comments submitted after this time (up to the time of the meeting) will be accepted and included in the official record of the meeting. Email comments to: publicinput@inn-park.com and reference the meeting title and date in the subject line. Include your name and contact information.

1. Call to Order
2. Introduction of Guests
3. Approval of Participation by Electronic Means (if needed)
In accordance with the Bylaws, there being a quorum of members present in person, the members of the Committee present in person are required to approve participation by those participating via Electronic Means acknowledging that the COVID-19 pandemic constitutes extraordinary circumstances.
4. Modifications to the Agenda
5. Public Comment
Any public comment received prior to the meeting will be provided to the Committee members in addition to any in-person public comment.
6. Executive Director Position, Recruiting, and Transition (*Attachments A1-A2, B1*)
(Current detail duties list will be provided as a supplement)
The Executive Committee will review the Executive Director job description, and work on recruiting and transition plans.
7. New Business
8. Adjourn

UPCOMING MEETINGS AND EVENTS

Board of Governors Meeting Thursday, August 4, 2022 11:00am – 1:00pm	Save the Date! TechGrant 2022 Goodwood Museum and Gardens Carriage House Thursday, October 13, 2022 5:30 – 7:30pm
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**EMPLOYMENT AGREEMENT
EXECUTIVE DIRECTOR OF THE
LEON COUNTY RESEARCH AND DEVELOPMENT AUTHORITY**

THIS EMPLOYMENT AGREEMENT (the “Agreement”), made as of the 6th day of March, 2014, by and between the **LEON COUNTY RESEARCH AND DEVELOPMENT AUTHORITY**, a local government body, corporate and politic (the “Authority”) and **Ronald J. Miller, Jr.** (the “Employee”) (hereinafter collectively referred to as “Parties”).

RECITALS

WHEREAS, in 1980 the Leon County Board of County Commissioners adopted Ordinance No. 80-68 creating and confirming the existence of the Leon County Research and Development Authority (said Ordinance being codified in Chapter 2 of the Leon County Code of Laws at Section 2-57); and

WHEREAS, the Authority has the power to enter into contracts for any of the purposes enumerated in Sections 159.701-159.7095, Florida Statutes; and

WHEREAS, except as lawfully and properly delegated to its officers, the powers of the Authority are exercised through, and the business affairs of the Authority are managed under the direction of the Board of Governors of the Authority; and

WHEREAS, the Authority desires to retain the Employee to serve as the Authority’s Executive Director; and

WHEREAS, the Employee desires to continue to be an employee of the Authority as the Authority’s Executive Director on the terms and conditions set forth herein;

Now, therefore, for the reasons set forth above, and in consideration of the mutual promises, obligations and agreements set forth herein, the Authority and the Employee hereby agree as follows:

AGREEMENT

1. **Employment.** The Authority agrees to continue to employ the Employee in the position of Executive Director and the Employee agrees to continue to serve as and perform the duties of the Executive Director and enter into the employ of the Authority on the terms and conditions set forth in this Agreement.

2. **Capacity and Duties.**

(a) Under the supervision of the Board of Governors, the Employee shall serve the Authority as Executive Director, and shall exercise the general powers and duties of management of the Authority and such other duties and responsibilities as assigned by the Board or the Executive Committee pursuant to this agreement, the policies of the Authority, or any and

all other specific duties and responsibilities assigned which are reasonably related to the activities of the Authority.

(b) The general day to day responsibilities of the Employee shall include but not be limited to: concentrating efforts on carrying out the Authority's mission and strategic plan; management and supervision of employees of the Authority; the exercise of fiscal oversight and accountability of the Authority's operations within the framework of the annual budget; managing contracts that include those with property management, legal counsel, and accounting and audit firms; consulting with legal counsel on an as-needed basis; providing reports to the Board of Governors as requested; responding to requests of the members of the Board of Governors; providing staff support to the Board of Governors; preparing materials for meetings of the Board of Governors or committees thereof; attending all meetings of the Board of Governors and its committees; ensuring that minutes of all meetings of the Board of Governors and its committees are prepared; and responding to public records requests.

(c) The Employee shall comply with all policies, standards, and regulations of the Authority as they are from time-to-time established by the Authority. Further, the Employee shall not commit any act that will tend to impair the Employee's capacity to fully perform the Employee's duties and responsibilities or to comply with all the terms and conditions of this Agreement. The Employee shall immediately notify the Board of Governors, in writing, of any arrest of or charge against the Employee, other than a minor traffic infraction. In all cases, the Employee shall also perform the Employee's duties in accordance with the laws, rules, and regulations of the State of Florida, Leon County, the City of Tallahassee, and the United States, as applicable.

(d) The Employee agrees to (1) be governed by the Standards of Conduct set out in Section 112.313, Florida Statutes (as may be amended); (2) be governed by the gift prohibition and reporting provisions of Section 112.3148, Florida Statutes (as may be amended); and (3) timely file with the appropriate authority a fully completed and correct Statement of Financial Interests – Form 1 if statutorily required.

3. Commencement Date and Termination of Employment:

(a) The Employee serves at the pleasure of the Board of Governors. Employment under this agreement will commence on March 7, 2014.

(b) Employment will continue without a specified term until terminated by:

(i) the mutual agreement of the parties; or

(ii) the Authority, with or without Cause, instituted by a resolution passing upon the affirmative vote of a majority of the Board of Governors present at any duly noticed regular or special meeting at which a quorum is present, effective immediately upon service or written notice to Employee; or

(iii) the Employee's death in which case the Employee's employment shall terminate automatically, effective as of the date of death, and the Authority shall pay to

Employee's estate the amounts which would otherwise be paid to the Employee pursuant to Section 7 below (Effect of Termination), excluding Health Insurance benefits; or

(iv) the Employee upon giving 1 months advanced written notice to the Chair of the Authority.

(c) "Cause" in this agreement means Employee's (i) intentional act of fraud, embezzlement, theft or any other material violation of law that occurs during or in the course of Employee's employment with the Authority; (ii) intentional damage to Authority's assets; (iii) breach of obligations under this agreement; (iv) intentional breach of any of Authority's policies; (v) willful and continued failure to substantially perform Employee's duties for the Authority (other than as a result of incapacity due to physical or mental illness); or (vi) willful conduct that is demonstrably and materially injurious to the Authority, monetarily or otherwise. For purposes of this paragraph, an act, or a failure to act, shall not be deemed willful or intentional, as those terms are defined herein, unless it is done, or omitted to be done, by Employee in bad faith or without a reasonable belief that Employee's action or omission was in the best interest of the Authority. Failure to meet performance standards or objectives, by itself, does not constitute "Cause."

(d) On or before March 1, 2015, and on or before March 1, in subsequent years throughout the term of this agreement, the Authority will conduct an evaluation of the Employee's performance.

4. **Compensation and Benefits.**

(a) **Compensation.**

(i) **Compensation.** Base Salary, Benefits, and Merit Pay Adjustments are hereinafter collectively referred to as "Compensation."

(ii) **Base Salary.** As compensation for the services to be rendered hereunder by the Employee, as a salaried employee of the Authority, the Authority shall pay the Employee an initial amount of One Hundred Twenty-Five Thousand dollars (\$125,000.00) per year (the "Base Salary"). The Base Salary shall be paid in installments in accordance with the normal payroll schedule of the Authority and subject to normal payroll deductions.

(iii) **Merit Pay Adjustments.** On or before the annual anniversary date of this agreement, The Board of Governors shall provide adjustments to the Base Salary, based upon the Employee's performance evaluation and completion of goals and objectives, as set forth annually in advance and in writing by the Board of Governors, and agreed to by the Parties ("Merit Pay Adjustments"). Goals and objectives shall be specific, measureable, achievable, realistic, and timely in accordance with good goal setting practices. The amount of the adjustment shall be specified in advance based on the achievement of specific goals, objectives and performance levels.

(b) **Benefit Plans.**

(i) Health Insurance. The Authority shall offer a health insurance plan to the Employee, the Employee's family members and other persons who are eligible to participate in such health insurance plan ("Health Insurance"). To the extent the Employee participates in the offered Health Insurance, the Authority shall pay ninety percent of the cost of the Health Insurance premium; and Employee shall pay the remaining ten percent cost of the Health Insurance premium and all out of pocket costs including but not limited to co-payments and deductibles.

(ii) Other Benefit Plans. Employee shall be entitled to all other benefits provided to other Authority employees.

(c) Annual and Sick Days.

(i) Accrual Rates. Employee shall accrue ten hours of annual leave and eight hours of sick leave each calendar month during which the Employee is employed by the Authority. The Employee's accrued annual leave balance shall be reduced, as necessary, to two hundred forty hours as of September 30 of each fiscal year. At no time shall the Employee be compensated for any accrued annual leave balance in excess of two hundred forty hours. There is no limitation on the amount of sick leave hours that may be accrued.

(ii) Reimbursement at Termination. Upon termination, the Employee will be reimbursed as follows for accrued annual leave and sick leave balances ("Leave Payout"):

(1) Unless the Authority terminates the Employee's employment for Cause pursuant to Section 3(b)(ii) above, the Employee shall receive Leave Payout as follows:

a. For the balance of the Employee's accrued annual leave, Employee shall be reimbursed at the rate of one Hour of Pay, calculated as the Employee's Base Salary at the time of termination divided by two thousand eighty hours ("Hour of Pay"), for every hour of Employee's accrued annual leave balance not to exceed two hundred forty hours; and

b. For the balance of the Employee's accrued sick leave, Employee shall be reimbursed at the rate of twenty-five percent of one Hour of Pay for every hour of Employee's accrued sick leave balance at the time of termination.

(2) If the Employer terminates the Employee's employment for Cause pursuant to Section 3(b)(ii), the Employee shall not be paid and shall not be owed any compensation for Leave Payout.

(iii) Taking Leave. The expectations of the Authority are that the Employee shall schedule the taking of annual leave in consideration of the needs of the Authority. Employee shall provide reasonable notice to the Chairman of the Authority in advance of annual leave being taken for more than two consecutive business days and as soon as reasonably possible for sick leave being taken.

(d) Florida Retirement System. The Authority participates in the Florida Retirement System. The Authority shall pay all required contributions, as a percentage of the Employees' Compensation and Leave Payout that is eligible under the Florida Retirement System for Employee's membership in the Florida Retirement System as a Regular Class member.

(e) 457(b) Deferred Compensation Plan. The Authority adopted the National Association of Counties Deferred Compensation Program pursuant to Section 457(b) of the Internal Revenue Code. The Authority shall pay into the plan, for the sole benefit of the employee, 11.36% of the Employee's Compensation and Leave Payout that is eligible under the plan. The employee shall be immediately vested in all payments made by the Authority for the benefit of the Employee.

(f) Holidays. The Employee shall annually be entitled to the following ten days off from work with pay ("Holiday Leave"):

(i) The same days as Leon County employees observe which are the following holidays: (a) New Years Day, (b) Martin Luther King, Jr. Holiday, (c) Memorial Day, (d) Independence Day, (e) Labor Day, (f) Veteran's Day, (g) Thanksgiving Day, (h) the day after Thanksgiving; (i) Christmas; and

(ii) Either the business day before or the business day after the observed Christmas holiday, at the Employee's discretion.

(g) Bereavement. The Employee shall be granted three days of leave with pay upon the death the Employee's spouse, or the grandparents, parents, brothers, sisters, children, and grandchildren of both the Employee and the Employee's spouse ("Bereavement Leave"). Notification of the need for Bereavement Leave must be made as soon as possible to the Chairman of the Board of Governors and, if the Chairman is unavailable, the Employee shall provide notification of the need for Bereavement Leave to the Vice-Chairman of the Board of Governors.

(h) Administrative Leave. If the Employee is summoned by the Court as a member of a jury panel or jury pool, or is subpoenaed as a witness not involving personal litigation, the Employee shall be granted Administrative Leave with pay for the time the Employee is serving in such capacity. Notification of the need for Administrative Leave must be made as soon as possible to the Chairman of the Board of Governors and, if the Chairman is unavailable, the Employee shall provide notification of need for Administrative Leave to the Vice-Chairman of the Board of Governors. The Board of Governors may, at its sole discretion, place the Employee on Administrative Leave, with or without pay, for reasons other than those stated above, if it is determined by the Board of Governors to be in the Authority's best interest.

(i) Withholding. The Employee acknowledges that certain payments provided for herein, specifically including the Base Salary and Merit Pay Adjustments, are subject to withholding and payroll, and other taxes.

5. Travel Reimbursement. The Employee may be required to travel outside of Leon County, Florida, in the course of the performance of the Employee's duties hereunder, to conduct

official business for the Authority (“Out of Town Travel”). Employee shall be reimbursed by the Authority for the cost and expenses incurred by the Employee related to Out of Town Travel to the extent such travel reimbursements are within amounts budgeted for travel, and comply with Section 112.061, Florida Statutes, or as otherwise approved by the Authority.

6. **Membership.** To the extent the Employee will seek the Authority’s payment for Employee’s membership and/or participation in any organization the Employee deems necessary in the course of the performance of the Employee’s duties hereunder, the Employee shall seek and obtain prior approval from the Board of Governors for any amounts not included in the Authority’s approved budget.

7. **Effect of Termination.** Upon termination of this Agreement, Employee shall be entitled to receive owed Compensation and benefits payable through the effective date of termination permitted by the terms of Section 4 above (Compensation and Benefits), and any Out of Town expense reimbursements permitted by the terms of Section 5 above. In the event the Authority terminates this Agreement for any reason other than Cause pursuant to Section 3(b)(ii) above, the Board shall provide as separation payments to the Employee, all Base Salary, including Merit Pay Adjustments, and Health Insurance for a period of 20 weeks. The Authority shall be entitled to deduct from any such payment any amounts owed by the Employee to the Authority. Following payment of such amounts, the Authority shall have no further obligation to the Employee hereunder.

8. **Assignment.** This Agreement is personal and shall in no way be subject to assignment by the Employee. It shall be binding upon and shall inure to the benefit of the Authority and its successors and assigns, and its economic rights and benefits shall inure to the benefit of the Employee or the Employee’s heirs and duly constituted legal representatives pursuant to Section 3(b)(iii).

9. **Severability.** If any covenant, condition, term, or provision contained in this Agreement shall be held to be invalid, illegal, or unenforceable in any respect, in whole or in part, by judgment, order, or decree of any court or other judicial tribunal of competent jurisdiction, from which judgment, order, or decree no further appeal or petition for review is available, such covenant, condition, term, or provision shall be severed from this Agreement, and the validity of the remaining covenants, conditions, terms, and provisions contained in this Agreement, and the validity of the remaining part of any term or provision held to be partially invalid, illegal, or unenforceable, shall in no way be affected, prejudiced, or disturbed thereby.

10. **Attorneys Fees.** In the event either the Authority and/or the Employee shall bring any action or proceeding for damages for an alleged breach of any provision of this Agreement, to enforce, protect or establish any right or remedy of either party, the prevailing party shall be entitled to recover as part of such action or proceeding reasonable attorneys fees and court costs.

11. **Notices.** All notices and communications required or permitted to be given hereunder shall be given by delivering the same in hand or by mailing the same by certified or registered mail, return receipt requested, postage prepaid, or by overnight delivery, as follows:

If to the Authority: Leon County Research and Development Authority
1736 West Paul Dirac Drive
Tallahassee, FL 32310
Attention: Chairman

With a copy to the Authority's General Counsel,
addressed as follows:
Broad and Cassel, Attorneys at Law
215 South Monroe Street, Suite 400
P. O. Drawer 11300
Tallahassee, FL 32301
Attention: Leonard M. Collins

If to the Employee: Ronald J. Miller, Jr.
(Home address on file)

or to such other address as either party shall have furnished to the other by like notice. Notices shall be effective as of the date of receipt. The Employee is responsible for providing written notification of any change in the Employee's address.

12. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding between the Parties in relation to the subject matter of such agreements and there are no promises, representations, conditions, provisions or terms related to those agreements other than those set forth in this Agreement. This Agreement supersedes all previous understandings, agreements, and representations, written or oral, between the Authority and the Employee regarding the Employee's employment with the Authority.

13. **Termination of Prior Agreement.** By mutual agreement of the parties, the Employment Agreement between the Authority and Ronald J. Miller, Jr., dated May 1, 2013, is hereby terminated, effective March 6, 2014. This Employment Agreement shall govern the relationship between the parties beginning on March 7, 2014.

14. **Governing Law.** This Agreement shall be construed under, and governed by, the laws of the State of Florida.

15. **Jurisdiction, Venue.** The Parties agree that the exclusive venue for any litigation, proceeding, claim or controversy that arises out of or relates to the Employee's employment, this Agreement, or the breach of this Agreement, will be in the Circuit Court in and for Leon County, Florida. The Parties each hereby submit to the jurisdiction of the state and federal courts in and for Leon County, Florida.

16. **Waiver, Amendment.** No waiver by any party of any provision of this Agreement shall be deemed a waiver by such party of such provision in any other instance or a waiver of any other provision of this Agreement in any instance. This Agreement cannot be modified except in writing signed by the Parties.

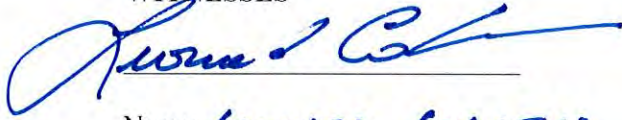
17. **Counterparts.** This Agreement may be executed in counterparts, and, when signed by all Parties hereto, all such counterparts shall comprise and constitute one agreement. Delivery of executed signature pages hereof by facsimile transmission, followed by physical delivery by U.S. mail or by overnight service, shall constitute effective and binding execution and delivery thereof.

18. **CAVEAT.** THIS AGREEMENT HAS BEEN PREPARED BY LEGAL COUNSEL TO THE AUTHORITY. THE EMPLOYEE IS ADVISED TO SEEK INDEPENDENT LEGAL COUNSEL IN CONNECTION WITH THE REVIEW OF THIS AGREEMENT. EXECUTION OF THIS AGREEMENT BY THE EMPLOYEE SHALL MEAN THAT THE EMPLOYEE SOUGHT ADVICE FROM INDEPENDENT LEGAL COUNSEL OR DETERMINED THAT SUCH COUNSEL WAS NOT NECESSARY.

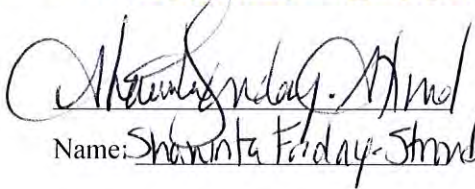
[Signatures on Next Page]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the day and year first above written.


WITNESSES



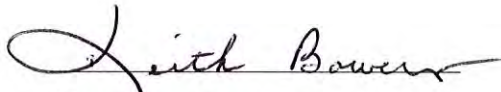
Name: LEONARD COLWELL



Name: SHAVONTA FRIDAY-STRAND



Name: MARK A. FROST



Name: KEITH BOWERS

LEON COUNTY RESEARCH AND DEVELOPMENT AUTHORITY

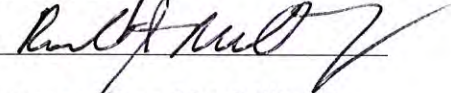
By: 

Print Name: Kristin Dozier

Its: Chair

Date: 3/6/14

EMPLOYEE

By: 

Print Name: Ronald J. Miller, Jr.

Date: 3/4/14

Approved as to Form:
Authority's General Counsel

BY: 

**FIRST AMENDMENT TO EMPLOYMENT AGREEMENT
EXECUTIVE DIRECTOR OF THE
LEON COUNTY RESEARCH AND DEVELOPMENT AUTHORITY**

THIS FIRST AMENDMENT TO EMPLOYMENT AGREEMENT (the "Agreement"), made as of the 1st day of October, 2015, by and between the **LEON COUNTY RESEARCH AND DEVELOPMENT AUTHORITY** (the "Authority"), a local government body, corporate and politic and **RONALD J. MILLER, JR.** (the "Employee") (hereinafter collectively referred to as "Parties").

WITNESSETH

WHEREAS, the Authority and the Employee entered into an agreement dated March 6, 2014 (the "2014 Agreement"), whereby the Authority retained the Employee to serve as The Authority's Executive Director; and

WHEREAS, except as lawfully and properly delegated to its officers, the powers of the Authority are exercised through, and the business affairs of the Authority are managed under the direction of the Board of Governors of the Authority (the "Board"); and

WHEREAS, the parties desire to align the timing of the evaluation of the Employee's performance and any Merit Pay Adjustments with the Authority's fiscal year and budgeting process; and

WHEREAS, the parties wish to amend the March 2014 Agreement to reflect this desired alignment.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein set forth, the sufficiency of which is acknowledged, the Authority and the Employee hereby agree as follows:

1. Unless revised, replaced, or otherwise modified by the provisions herein, the March 2014 Agreement shall remain in full force and effect.

2. The March 2014 Agreement and any amendments thereto shall be hereinafter collectively referred to as the "Agreement."

3. Paragraph 3(d) of the Agreement, shall be deleted and replaced by the following paragraph:

(d) On or before September 30th of each subsequent year, throughout the term of this agreement, the Authority will conduct an evaluation of the Employee's performance.

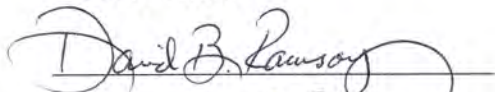
4. Paragraph 4(a)(iii) of the Agreement, shall be deleted and replaced by the following paragraph:

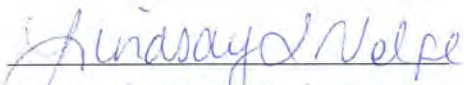
(iii) On or before September 30th of each subsequent year, The Board of Governors shall provide adjustments to the Base Salary, based upon the Employee's performance evaluation and completion of goals and objectives, as set forth annually in advance and in writing by the Board of Governors, and agreed to by the Parties ("Merit Pay Adjustments"). Goals and objectives shall be specific, measureable, achievable, realistic, and timely in accordance with good goal setting practices.

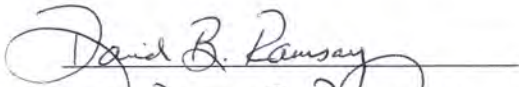
5. This First Amendment to Employment Agreement shall become effective upon full execution hereof by both Parties.


IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the day and year first above written.

WITNESSES

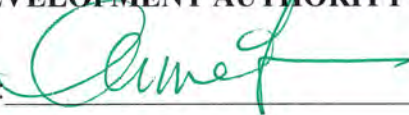

Name: DAVID B. RAMSAY


Name: LINDSAY J. VOLPE


Name: DAVID B. RAMSAY


Name: LINDSAY J VOLPE

LEON COUNTY RESEARCH AND DEVELOPMENT AUTHORITY

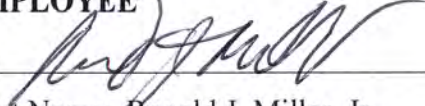
By: 

Print Name: Anne Longman

Its: Chair

Date: 10/15/15

EMPLOYEE

By: 

Print Name: Ronald J. Miller, Jr.

Date: 10/15/15

Approved as to Form:

Authority's General Counsel

BY: 

1	PROFESSIONAL SKILLS AND STATUS
a.	Knowledgeable of current developments affecting the management field and affecting research parks.
b.	Respected in management profession.
c.	Has a capacity for and encourages innovation.
d.	Anticipates problems and develops effective approaches for solving them.
e.	Willing to try new ideas proposed by Board Members or staff.
f.	Interacts with the Board in a direct and straightforward manner.
g.	Skillful with the news media, avoiding political positions and partisanship.
2	RELATIONS WITH BOARD OF GOVERNORS
a.	Carries out directives of the Board as a whole rather than those of any one Board member.
b.	Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.
c.	Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.
d.	Responds to requests for information or assistance by the Board.
3	POLICY EXECUTION
a.	Implements Board action in accordance with the intent of the Board.
b.	Supports the actions of the Board after a decision has been reached, both inside and outside the organization.
c.	Enforces Authority policies.
d.	Understands relevant State & County laws and ordinances.
e.	Reviews Authority procedures periodically to suggest improvements to their effectiveness.
f.	Offers workable alternatives to the Board for changes in policies when a policy proves impractical in actual administration.
4	REPORTING
a.	Provides the Board with reports concerning matters of importance to the Authority.
b.	Reports are accurate, comprehensive and produced in a timely manner.
c.	Reports are generally produced through own initiative rather than when requested by the Board.
d.	Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.
e.	Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.
5	TENANT RELATIONS
a.	Responsive to complaints from tenants.
b.	Demonstrates a dedication to service to the Park community and its Tenants.
c.	Has the capacity to listen to others and to recognize their interests.
d.	Willing to meet with members of the Park community to discuss their real concerns.
6	STAFFING
a.	Recruits and retains competent personnel for Authority positions.
b.	Aware of staff weaknesses and works to improve their performance.
c.	Accurately informed and concerned about employee relations.
d.	Professionally manages the LCRDA team at all levels.
e.	Promotes training and development opportunities for employees at all levels of the organization.
7	SUPERVISION
a.	Instills confidence and initiative in all subordinates.
b.	Manages LCRDA with strong, positive directions and trust.
c.	Evaluates personnel periodically, and points out weaknesses and strengths.
d.	Encourages teamwork, innovation, and effective problem-solving among the staff members.

8	FISCAL MANAGEMENT
a.	Prepares a fiscally responsible budget to provide services at a level directed by the Board.
b.	Makes the best possible use of available funds, conscious of the need to operate the Authority efficiently and effectively.
c.	Prepared budget is in an intelligent but readable format.
d.	Possesses awareness of the importance of financial planning and control.
e.	Appropriately monitors and manages the fiscal activities of the organization.
9	STRATEGIC PARTNERSHIPS AND COMMUNITY
a.	Cooperates with other community organizations.
b.	Cooperates with the City, State, and Federal governments.
c.	Cooperates with strategic partners, such as Florida State University, Florida A&M University, Tallahassee Community College, the Chamber of Commerce, and the Economic Development Council.
d.	Increases organization's standing in the broader community
e.	Avoids unnecessary controversy.
f.	Helps the Board address future needs and develop adequate plans to address long term trends.
10	GOAL ACHIEVEMENT (degree to which each goal was achieved)
a.	Incubation and entrepreneurship development
b.	Asset maximization and readiness
c.	Attract at least 1 new targeted private companies to expand/relocate to Innovation Park
d.	Develop new partnerships and collaborations and strengthen current partner relations
e.	Identify and pursue new revenue opportunities which align with the mission of the park and support strategic initiatives