

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on July 15, 2010 at 8:30 a.m. at the Titusville - Cocoa Airport Authority Office at 355 Golden Knights Boulevard, Titusville, FL. The following members were present: Mr. Jerry Sansom, Chairman; Ms. Patricia Patch, Vice Chair/Treasurer; Mr. Ken Griffin; Dr. David L. Hosley; Dr. Wasim Niazi; Mr. Al Elebash; Mr. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney. Ms. Veronica Clifford was absent.

**Call to Order**

Mr. Sansom called the meeting to order and determined that a quorum was present.

Mr. Sansom announced that Ms. Patch and Dr. Hosley had both just been reappointed to the Board of Directors.

Dr. Niazi entered the meeting.

**Approval of the Agenda**

Mr. Sansom stated that Representative Ralph Poppell was present and wanted to say a few words regarding the naming of the new Administrative Building at Space Coast Regional Airport. Mr. Sansom suggested that Representative Poppell be added to the Agenda under Appearances. Ms. Patch made a motion to approve the Agenda as amended. Dr. Hosley seconded. There were no objections. Motion passed.

**Appearances****Representative Ralph Poppell – Naming of the New Administrative Building**

Representative Poppell stated that he had the surprise of his life the day prior when he attended the City of Titusville Chamber Luncheon and was told that the Airport Authority was naming the new Administrative Building at Space Coast Regional Airport after him. Representative Poppell stated that he was very humbled and grateful for the gesture.

Representative Poppell gave a brief history of his affiliation with the Airport Authority, stating that the Authority was going through a lot of turmoil at the time it was assigned to him and that there had been a lot of changes over the years. Representative Poppell added that he felt the current Board of Directors was doing a wonderful job and commended each member for serving their time on the Board. Discussion ensued amongst the Board and Representative Poppell.

Representative Poppell stated that he would soon be termed out and was truly going to miss it; however, there were still things that needed to be done and he would still be helping out after his term was finished. Discussion continued.

The Board thanked Representative Poppell for his support and service. Discussion continued.

## **Presentations – None**

## **Consent Agenda**

### **Item A – Approval of the Titusville-Cocoa Airport Authority Minutes: June 17, 2010 Regular Meeting**

Mr. Sansom called for a motion to approve the Consent Agenda. Mr. Griffin made a motion to approve. Ms. Patch seconded. There were no objections. Motion passed.

## **Old Business**

### **Item A – Discussion and Consideration of the North Apron Tie-Down Areas Leasehold at Merritt Island Airport**

Mr. Powell gave a brief overview of the item, stating that at the last Regular Board Meeting the Board had given Voyager Aviation and Space Coast Aviation at Merritt Island Airport direction to work out the issue of who would rent the tie-down spaces and then bring it back to the Board. Mr. Powell explained that both parties wanted all 24 spaces and both had representatives attending the Board Meeting today. Mr. Powell asked the Board to listen to both representatives and then make a decision either to approve one or the other party to rent all spaces or to split the spaces between them. Mr. Sansom asked whether or not they came to an agreement on their own. Mr. Powell stated that they did not.

Mr. Sansom recognized Mr. Mark Issott from Space Coast Aviation at Merritt Island. Mr. Issott stated that he did meet with someone from Voyager Aviation and he had offered several options which Voyager did not accept. Mr. Issott stated that he wanted to continue leasing the tie-down spaces and was amenable to splitting them and was prepared to pay more regardless of the cost. Mr. Issott also stated that he would have been willing to rent the tie-downs to Voyager at cost. Discussion continued.

Mr. Sansom recognized Mr. Mick Gosdin from Voyager Aviation. Mr. Gosdin stated that Voyager was expanding and needed more space. Mr. Gosdin added that Voyager would like from twelve to eighteen of the spaces. Discussion continued.

Mr. Powell stated that the tie-downs could be rented as a Space Use Permit or could be added to the leasehold. Discussion continued.

Mr. Griffin made a motion to split the tie-down spaces between Space Coast Aviation and Voyager Aviation. Dr. Niazi seconded. Discussion continued amongst the Board.

Mr. Powell asked if the Board wanted to do Space Use Permits or add the spaces to the leaseholds. The Board (with the exception of Dr. Niazi), Mr. Pickles and Mr. Issott agreed that it would be better to add the tie-downs to the leaseholds.

Mr. Sansom called the question. All voted aye. Motion passed.

### **New Business**

#### **Item A – Discussion and Consideration of Davies, Houser & Secrest as the Certified Public Accounting Firm to Provide Auditing Services for the Titusville-Cocoa Airport Authority**

Mr. Powell gave a brief overview of the item. Mr. Elebash made a motion to approve Davies, Houser & Secrest as the Certified Public Accounting firm for auditing services. Dr. Hosley seconded. There was no discussion. Mr. Sansom called the question. There were no objections. Motion passed.

#### **Item B - Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by Airport Engineering Company and Contractors Regarding the Security Fence Improvements at TIX, Hangar Design at COI and VAC Hangar No. 3 at TIX**

Mr. Powell gave a brief overview of the item and turned the floor over to Mr. Pendleton.

Mr. Pendleton presented Pay Request No. 3 Final in the amount of \$30,647 for Sterling Enterprises for the Fence and Gate Project at the Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 10068 in the amount of \$5,197.50 for Aircraft Engine Company for the Fence and Gate Project at the Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 10069 in the amount of \$7,260 for Aircraft Engine Company which was for Project Representative Services for the Fence and Gate Project at the Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 10070 in the amount of \$718.52 for Aircraft Engine Company which was for construction quality assurance testing and represented 38% of the estimated costs for the Fence and Gate Project at the Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 10071 in the amount of \$1,725 which was for Surveying for the Fence and Gate Project at the Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 10072 in the amount of \$2,028.79 for Aircraft Engine Company last minute materials purchased for the Fence and Gate Project at the Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 10074 in the amount of \$590 which was for the Water Management District for the Fence and Gate Project at the Space Coast Regional Airport.

Mr. Pendleton asked if there were any questions. Mr. Elebash made a motion to approve the invoices. Mr. Griffin seconded. There were no objections. Motion passed.

Mr. Pendleton presented Pay Request No. 3 for Surge Solutions in the amount of \$18,008.10 which was for the removal of the storage tanks for the Fuel Farm Project at the Merritt Island Airport.

Mr. Pendleton presented Invoice No. 10073 in the amount of \$8,700 which represented 50% of the design for the Six Unit Box Hangar Project at the Merritt Island Airport.

Mr. Pendleton presented Pay Request No. 2 to Marbek in the amount of \$29,121.53 which was for clearing and completion of the foundation pad for the VAC Hangar No. 3 Project at the Space Coast Regional Airport. Discussion ensued.

Mr. Griffin made a motion to approve the invoices. Dr. Hosley seconded. There were no objections. Motion passed.

**Item C - Discussion by Mr. Rob Hambrecht of Recent Invoiced Costs by the LPA Group, Inc. and Contractors Regarding the New Airport Administration Building at TIX**

Mr. Powell gave a brief overview of the item and turned the floor over to Mr. Rob Hambrecht from the LPA Group, Inc.

Mr. Hambrecht presented LPA Invoice No. 11A in the amount of \$684, which was for design services.

Mr. Hambrecht presented LPA Invoice No. 11B in the amount of \$23,499.32, which was for the construction phase.

Mr. Hambrecht presented Contractor Pay Request No. 3 in the amount of \$145,885.38 to Johnson-Laux, which was for underground work and electrical items.

Discussion ensued.

Mr. Griffin made a motion to approve the invoices. Mr. Elebash seconded. Mr. Sansom called the question. There were no objections. Motion passed.

## **Information Section**

### **Executive Director Report**

Mr. Powell stated that all the projects were moving along. Mr. Powell stated that there were three bid openings that would take place in the afternoon after the Board meeting and there were four additional projects going out on the street in the next week or two.

Mr. Powell reported that the scope of services for the Bristow Project at Space Coast Regional Airport was being finished up and it would be going out on the street by the following week. Mr. Powell stated that in addition to the new road alignment for the new Administration Building, the Bristow Project was also going to have a realignment of the road that went directly past the control tower, so practically all the roads on the east side of the airport would be redone.

Mr. Powell reported that the Red, White and Boom Event that was held on July 4, 2010 at the Space Coast Regional Airport had been canceled due to rain. Discussion continued.

Mr. Powell distributed the t-hangar inspection reports to the Board of Directors. Discussion continued.

Mr. Sansom stated that the Airport Authority needed to get control of the t-hangars and have access to them. Ms. Patch stated that the tenants put their own locks on and wouldn't let the Airport Authority in. Mr. Powell stated that things were gradually getting better and that there was better communication with the tenants. Mr. Sansom stated that a formal compliance agreement should be drafted and suggested that the Board set a deadline for that.

Dr. Hosley suggested that the Board read the reports and then come back and talk about it at the next meeting. The Board concurred.

Mr. Powell gave recognition to Ms. Kelly Ginley, Operations & Public Safety Supervisor, and commended her for the work she did on the inspections.

Dr. Niazi suggested that the Airport Authority update the fire extinguishers in the t-hangars yearly and add it to the lease cost. Mr. Powell stated that it could be difficult to do that because of access. Discussion continued.

Dr. Hosley discussed a presentation that Mr. Powell had given at an initiative task force meeting for jobs in Orlando the week prior. Dr. Hosley stated that Mr. Powell did a very good job.

Mr. Powell concluded his report.

### **Attorney Report**

Mr. Pickles formally presented the following resolutions for approval by the Board:

Resolution 00-10-06 Approving a Florida Department of Transportation Grant for the Construction of Northwest Taxi Lane and Aircraft Parking Area at Merritt Island Airport

Resolution 00-10-07 Approving a Federal Aviation Administration Grant for the Construction of Northwest Taxi Lane and Aircraft Parking Area at Merritt Island Airport

Resolution 00-10-08 Approving a Florida Department of Transportation Grant for the South Apron Security Lighting at Merritt Island Airport

Resolution 00-10-09 Approving a Federal Aviation Administration Grant for the South Apron Security Lighting at Merritt Island Airport

Resolution 00-10-10 Approving a Florida Department of Transportation Grant for a Shoreline Stabilization and RSA Compliance Environmental Overview at Merritt Island Airport

Resolution 00-10-11 Approving a Federal Aviation Administration Grant for a Shoreline Stabilization and RSA Compliance Environmental Overview at Merritt Island Airport

Resolution 00-10-12 Approving a Florida Department of Transportation Grant for Runway 9 Safety Area Improvements – Phase 2 at Space Coast Regional Airport

Resolution 00-10-13 Approving a Federal Aviation Administration Grant for Runway 9 Safety Area Improvements – Phase 2 at Space Coast Regional Airport

Ms. Patch made a motion to approve the resolutions. Mr. Griffin seconded. Mr. Sansom called the question. There were no objections. Motion passed.

### **Check Register & Budget to Actual**

Mr. Powell reported that everything was in line.

### **Administration & Project Reports**

Dr. Hosley asked why New Space Center was not on the agenda. Mr. Powell stated that Mr. Mark Homnick had called him late in the evening before the meeting, but there simply wasn't enough time to add them to the Agenda.

Dr. Hosley asked if there was any progress on the Comp-Air facilities. Mr. Powell stated that Mr. Lueck had not contacted the Airport Authority in a while. Mr. Powell added that he periodically got back in touch with Mr. Lueck to follow up on the ground lease draft and drawing Staff had given him back in August of 2007. Mr. Powell stated that Mr. Pat Salamone, architect, was working with Mr. Lueck on a plan, but things were still uncertain regarding the proposed development area because there were issues with the 40:1 ratio that the FAA had implemented. Mr. Powell explained that this greatly restricted the Airport Authority's ability to develop, especially in the proposed area. Mr. Powell gave a brief explanation of the 40:1 ratio. Mr. Sansom suggested that Staff contact Ms. Pam Gillespie at Congressman Posey's office and schedule a briefing with her and her senior staff on the issue to see if they could help. The Board concurred.

Dr. Hosley discussed the expansion at the Florida Institute of Technology Aviation programs for the high-schools.

### **Authority Members Report**

Mr. Sansom stated that people were looking forward to the Airport Authority helping with the economic development on the northern end of Brevard County, especially regarding the forthcoming end of the Shuttle Program. Dr. Hosley stated that there had been several meetings with consultants to help approach a new economic way to stimulate job growth and that aviation and aerospace was one of the business sectors. Dr. Hosley stated that this would be ongoing and much input was needed, so if there were any thoughts along that line please let him know.

Mr. Sansom stated that the Orange Groves at Space Coast Regional Airport were showing much improvement, with the institution of a lease with Crisafulli Enterprises. Discussion continued.

### **Public & Tenants Report**

Mr. Sansom recognized Mr. Bill Weiler from the Civil Air Patrol (CAP). Mr. Weiler stated that as of midnight last night the Florida wing of the CAP had flown 593.8 tack hours of over-water and surveillance flights and approximately 7,000 man hours of volunteer time had gone into a support mission regarding the BP Oil Spill in the Gulf of Mexico. Mr. Weiler explained that the CAP had cost the state about \$85,000 in their support so far, but DEP had figured it would have cost them just over \$600,000 to get done what the CAP was doing.

Mr. Weiler stated that two weeks ago they had submitted specifications of airports around the state to the Unified Command in Mobile, Alabama and in the event that the any of the oil from the spill made it around the state, Merritt Island Airport would be home to at least four to five mission aircraft.

Mr. Weiler discussed House Bill 173 which went into effect on July 1, 2010. Mr. Weiler explained that the there had been tax issues that made it difficult and costly for anyone to bring their new aircraft to Florida for maintenance, and that the new bill would reform that issue and remove the difficulty. Mr. Sansom gave an explanation of the issue, stating that the Department of Revenue was charging sales and use tax to people with new aircraft around the country that were keeping their aircraft in Florida either for training or maintenance for a period of time. Mr. Sansom stated that Representative Poppell had fought hard to get the new bill through. Discussion continued.

Mr. Sansom asked Mr. Powell about the status of the portable buildings at Merritt Island Airport. Mr. Powell stated that Staff was still working on the County's requests regarding that in order to get Certificates of Occupancy. Discussion continued amongst the Board.

### **Adjournment**

Mr. Sansom asked for a motion to adjourn. Mr. Griffin made a motion to adjourn the meeting. Dr. Hosley seconded the motion. Mr. Sansom called the question. There were no objections. Meeting was adjourned.

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JERRY SANSOM, CHAIRMAN

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VERONICA CLIFFORD, SECRETARY