

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on July 28, 2011 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; Ms. Veronica Clifford, Secretary; 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. Mr. Jay Stalrit was absent.

Call to Order

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

Approval of the Agenda

Mr. Sansom asked if there were any changes or additions to the agenda. Seeing none, Mr. Sansom called for a motion to approve. Ms. Patch made a motion to approve the agenda as presented. Dr. Hosley seconded. There were no objections. Motion passed.

Appearances – None**Presentations – Mr. Ben Charvet, EAA Chapter 866**

Mr. Ben Charvet from The Experimental Aircraft Association at Arthur Dunn Airpark spoke about the damage that was done to their meeting building. Mr. Charvet explained that the roof had been ripped off and some of the interior items had been damaged. Mr. Charvet thanked Mr. Powell and the Airport Authority for making the repairs to the building and donating furniture from the old Airport Administration Building. Mr. Charvet also mentioned that the EAA would be holding a pancake breakfast on Saturday, August 6, 2011 at 8:00 a.m., and that all were invited. Discussion continued.

Consent Agenda**Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. June 16, 2011 – Regular Meeting****Item B – Resolution – EA for the Safety Area and Embankment Project at the Merritt Island Airport****Item C – Resolution – Security Fencing, Surface Painted Markings, and Wildlife Hazard Assessment at Space Coast Regional Airport**

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

Old Business – None

New Business

Item A – Discussion and Consideration of Supporting the Annual Cocoa Beach Air Show

Mr. Powell gave a brief overview, explaining that the organizers of the Cocoa Beach Air Show had requested a larger amount than the Airport Authority had given in previous years. Mr. Powell recommended that the Airport Authority provide the same support of \$2,500. Discussion continued amongst the Board.

Ms. Clifford made a motion to approve the recommendation. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Item B – Discussion and Consideration of the Proposed 2011-2012 Fiscal Year Budget

Mr. Powell gave a brief overview, stating that there would be two public budget meetings; one in August and one in September, both following the Regular Board meetings. Mr. Powell also stated that there had been an adjustment to the budget because the State of Florida now required employees to contribute to the Florida Retirement System. Discussion continued.

Dr. Niazi entered the meeting at 8:45 a.m.

Ms. Clifford made a motion to approve the budget as presented. Ms. Patch seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Item C – Discussion and Consideration of New Sole Ownership of Voyager Aviation at the Merritt Island Airport

Mr. Powell gave a brief overview, stating that Mr. Mick Gosdin and Ms. Dawn Haun had been in a partnership, but Ms. Haun was no longer involved and Mr. Gosdin would be the sole owner. Mr. Powell stated that all the relevant information had been provided in the agenda package. Mr. Pickles stated that Mr. Gosdin name would need to be substituted for Ms. Dawn Haun's on the personal guarantee. Discussion continued.

Ms. Clifford asked if everything would remain the same in the lease. Mr. Powell stated that it would.

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

Item D – Discussion and Consideration to Allow Professional Aircraft Accessories (PAA) to expand their Building/Operation to the North and to Modify the Leasehold Line at Space Coast Regional Airport

Mr. Powell gave a brief overview, stating that PAA had wanted to expand and had even considered another area that had attempted to lure them, but the City of Titusville and the County had contacted the company that built and owned the building and talked them into giving them a price reduction, which helped PAA make the decision to stay. Mr. Powell stated that PAA had originally planned to expand about 20,000 square feet, but they had a chance of getting some additional contracts and had talked about expanding even further than that. Mr. Powell stated that Staff was requesting to allow PAA to move their lease line at no additional cost and also have PAA share the responsibility of the retention pond so it wasn't exclusive use. Discussion continued.

Dr. Niazi made a motion to approve. Dr. Hosley seconded. Discussion continued.

Ms. Clifford asked if the lease would need to be redone. Mr. Pickles stated that it would need to be modified. Discussion continued amongst the Board.

Mr. Sansom asked if the lease would contain language stating that the storm water pond would be included, but that it would be for shared use. Mr. Pickles stated that the language could say that it would be part of their leasehold, but open to other tenants in the future, or it could simply state that they could use the storm water pond as Airport Authority property. Mr. Sansom stated he felt it would be better to just modify the lease to say that PAA was allowed to have use of the area for storm water. Mr. Pickles stated that it may be an issue that the city or county permitting may require that it be under their leasehold. Mr. Powell stated that he recommended that it would be better to make it part of the lease, in order to make things less difficult for PAA in the future. The Board concurred. Discussion continued.

Mr. Sansom called the question. There were no objections. Motion passed.

Item E – Discussion by Mr. Brian Pendleton for Recent Invoiced Costs by Airport Engineering Company and Contractors Regarding Current Projects

Mr. Sansom turned the floor over to Mr. Pendleton.

Mr. Pendleton presented Invoice No. 11085 in the amount of \$767.50 from Airport Engineering, which was for Quality Control testing for the Runway 9 Safety Area Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 11086 in the amount of \$648 from Airport Engineering, which was for construction costs for the Runway 9 Safety Area Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 11087 in the amount of \$540 from Airport Engineering, which was for basic engineering services for the N.W. Taxi lane & Aircraft Parking Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11088 in the amount of \$900 from Airport Engineering, which was for basic engineering services for the N.W. Taxi lane & Aircraft Parking Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11083 - Final in the amount of \$1,700 from Airport Engineering, which was for basic engineering services for the Building Rehabilitation Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11080 in the amount of \$3,480 from Airport Engineering, which was for basic engineering services for the 6-Unit Box Hangar Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11081 in the amount of \$2,887.50 from Airport Engineering, which was for RPR services for the 6-Unit Box Hangar Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11082 in the amount of \$2,553.35 from Airport Engineering, which was for Quality Control Testing for the 6-Unit Box Hangar Project at Merritt Island Airport.

Mr. Pendleton presented Pay Request No. 2 in the amount of \$197,663.90 from Britt Construction, for the 6-Unit Box Hangar Project at Merritt Island Airport.

Mr. Pendleton presented Pay Request No. in the amount of \$71,309.85 from Britt Construction, for the 6-Unit Box Hangar Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11091 in the amount of \$7,507.50 from Airport Engineering, which was for RPR Services for the Phase B Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Invoice No. 11092 in the amount of \$2,760 from Airport Engineering, which was for Quality Control Testing for the Phase B Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Invoice No. 11093 in the amount of \$1,795.50 from Airport Engineering, which was for Quality Control Testing for the Phase B Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Invoice No. 11100 in the amount of \$960 from Airport Engineering, which was for Basic Engineering Services for the Phase B Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Invoice No. 11084 - Final in the amount of \$375 from Airport Engineering, which was for Basic Engineering Services for the Facilities Rehabilitation Project at Arthur Dunn Airpark.

Mr. Pendleton presented Pay Request No. 8 in the amount of \$15,202.39 from KCF Site Development, which was for the Runway, Taxiway, Fence & Gate Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Pay Request No. 13 in the amount of \$30,018.17 from Marbek Construction, which was for the Corporate Hangar Construction Project at Space Coast Regional Airport.

Mr. Pendleton presented an FPL Fee Invoice in the amount of \$816.65 from Building Management Systems, which was for the 10-Unit T-Hangar Project at Space Coast Regional Airport.

Mr. Pendleton presented a City of Titusville Permitting Fee Invoice in the amount of \$5,321.05, which was for the 10-Unit T-Hangar Project at Space Coast Regional Airport. Discussion ensued amongst the Board.

Ms. Clifford made a motion to approve the invoices. Dr. Niazi seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Item F – Discussion by Mr. Rob Hambrecht of Recent Invoiced Costs by the LPA Group, Inc. and Contractors Regarding Current Projects

Mr. Sansom turned the floor over to Mr. Hambrecht.

Mr. Hambrecht presented Invoice No. 22 in the amount of \$27,448 from The LPA Group, which was for the Administration Building Project at Space Coast Regional Airport.

Mr. Hambrecht presented Pay Request No. 18 in the amount of \$197,957.08 from Johnson-Laux, which was for the Administration Building Project at Space Coast Regional Airport.

Mr. Hambrecht presented Invoice No. 2 in the amount of \$44,626.22 from The LPA Group, which was for the Corporate Apron Project at Space Coast Regional Airport.

Mr. Hambrecht presented Invoice No. 3 – Final in the amount of \$32,268.41 from The LPA Group, which was for the Corporate Apron Project at Space Coast Regional Airport.

Mr. Hambrecht presented Pay Request No. 3 – Final in the amount of \$42,945 from Carlo Construction, which was for the Corporate Apron Project at Space Coast Regional Airport.

Dr. Hosley made a motion to approve the invoices. Mr. Elebash seconded. Discussion continued amongst the Board.

Mr. Sansom called the question. There were no objections. Motion passed.

Information Section

Executive Director Report

Mr. Powell reported that there was a company called Spectre that wanted to lease the East Wing in the new Administration Building, and that they had letters of support from Bristow Academy which were provided to the Board. Mr. Powell stated that Spectre was on a tight timeline to get into the building. Mr. Powell explained that Spectre helped flight training students from other countries make a transition to assist them with their English, etc. Mr. Powell stated that Spectre was looking for a shorter term lease than usual. Discussion continued.

Mr. Ray Deptula from Spectre gave a brief overview of the company and what they were going to do, and stated that they would be using the space for offices classrooms. The Board was in full support and asked to have the lease brought to the next Regular Board meeting.

Mr. Elebash exited the meeting at 9:25 a.m.

Mr. Powell discussed the matter of the Airport Authority becoming its own permitting entity. Mr. Powell stated that about a month after notifying the County and the City of Titusville of this intent via the Mr. Sansom's letter there had been no response, so Staff asked the City and the County if they were going to respond. Mr. Powell stated that everyone was supportive, but they wanted an opportunity to meet with Staff and Mr. Pickles to see if they could give the Airport Authority what they needed without having to go that route. Mr. Powell stated that he spoke with several consultants as well as FDOT and FAA who were in full support, stating that it would be the best route for the Airport Authority to take. Mr. Sansom directed Mr. Powell to have the item on the agenda for next month and give the City and County an opportunity to meet with Staff and Mr. Pickles. Discussion continued.

Mr. Pickles stated that the primary concern with the City and County had to do with land development regulations, which would stay the same. Mr. Pickles stated that the building department would likely require inter-local agreements to state how the Airport Authority would function in that regard and that the Authority's building department would send over reports to make sure that it was consistent with the regulations. Mr. Pickles stated that any changes in zoning would still have to back to the County. Mr. Sansom stated that because of current changes to the growth management laws there may be additional considerations that would be put on the Airport Authority as far as what responsibilities would need to be covered. Mr. Pickles stated that another issue that would need to be addressed was fire inspections. Discussion continued.

Attorney Report

Mr. Pickles reported that in regards to the Dixie property fire issue, Staff had gone back to the insurance company and they were going to look at potentially compensating the Airport Authority on the value loss as well as the demolition costs. Mr. Pickles stated that he was waiting on the numbers from that. Discussion continued.

Mr. Pickles stated that regarding the growth management issue discussed earlier, it could potentially streamline the process to make whatever development changes quicker. Mr. Pickles added that in the event that the local government was not following their comprehensive plan, there would still be recourse. Discussion continued.

Check Register & Budget to Actual

Mr. Powell reported that everything was in line.

Administration & Project Reports

Mr. Powell reported that there had been an FAA shutdown, but the only Airport Authority project being funded by the FAA currently was a small project at Merritt Island Airport and it was close to being completed, so the impact was not significant. Mr. Powell stated that Staff had also contacted the EDA to make sure the funding for the Bristow Expansion Project would not be affected, which it was not.

Authority Members Report

Ms. Clifford stated that everything looked good.

Dr. Hosley discussed the FAA proposed program office for the commercialization of space tourism, and asked Mr. Powell if he was speaking to the people involved. Mr. Powell stated that he had been invited to Kennedy Space Center to talk about the Shuttle Landing Facility and to give a presentation. Mr. Powell also stated that he was going to meet with Mr. Al Wassel from the FAA, whom he had met at that meeting, and Mr. Marsh Heard, an Aerospace consultant, to speak about the Airport Authority's capabilities and what direction the Authority was going in regards to that subject. Discussion continued.

Dr. Hosley asked if there were any updates on the I-95 and 407 Interchange. Mr. Powell stated that it was proceeding, but there was no timeline.

Dr. Hosley discussed the expansion of Unmanned Systems, stating that they are in the early stages of putting together a Space Summit on Unmanned Systems for Central Florida. Mr. Hosley stated that he hoped this would be an opportunity for the Airport Authority.

Mr. Sansom stated that the Airport Authority was making a lot of things happen and that it was the dawn of a new day for a lot of opportunities. Mr. Powell thanked Airport Authority Staff and commended them on a job well done.

Dr. Niazi asked if the conference room they were currently in was the only conference room in the building. Mr. Powell stated that there was a smaller meeting room in the Airport Authority wing, but that this was the actual Airport Authority Board room. Mr. Powell explained that the Board Room was a bit of a challenge because of its odd shape and size, but the architects utilized as much space as they could in the design. Mr. Powell stated that the room wasn't fully set up yet, but by the next meeting a new table would be in place, which would allow a bit more room. Discussion continued.

Dr. Niazi discussed ways to eliminate the use of paper agendas and suggested some alternatives.

Public & Tenants Report

Mr. Tony Yacono from the Merritt Island Airport thanked Staff for everything they've done. Mr. Yacono reported that the portable buildings were all set up for meetings and were being utilized.

Mr. Yacono reported that Blessing of the Fleet would be taking place at the Merritt Island Airport the following Sunday at 2:00 p.m. and would start at Building 4.

Mr. Yacono discussed a road that the County had built at Merritt Island Airport that leads to the fire department. Mr. Yacono stated that the road had been built for the pond project, but he recommended putting an additional twelve feet so that it came right to the airfield. Mr. Powell stated that Staff was already working with the County to keep that road. Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 10:00 a.m.

JERRY SANSOM, CHAIRMAN

VERONICA CLIFFORD, SECRETARY