

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on August 16, 2007 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 Rivard, Secretary; Ms. Veronica Clifford; Mr. Ken Griffin; Dr. Wasim Niazi; Dr. David L. Hosley; Mr. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney.

Call to Order

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

Approval of the Agenda, As Presented

Mr. Sansom called for the approval of the Agenda. Ms. Patch made a motion. Mr. Griffin seconded. Mr. Sansom called the question. There were no objections; therefore, the Agenda was approved as presented.

Swearing in of New Board Member

Mr. Sansom acknowledged Dr. David Hosley. Dr. Hosley introduced himself and gave a brief summary of his background and experience. Mr. Tim Pickles, legal counsel, swore Dr. Hosley in as an Airport Authority Board memberMember.

Approval of the Titusville – Cocoa Airport Authority Minutes

Mr. Sansom called for the approval of the minutes for the June 21, 2007 Regular Meeting. Mr. Griffin made a motion to approve the minutes as presented. Ms. Patch seconded. All voted aye. Motion passed.

Presentations**Item A – Business Development at Merritt Island Airport – Mr. Ron Lueck, Owner – Comp Air, Inc.**

Mr. Lueck gave a brief Power Point presentation and explained the plans for building a facility for Comp Air, Inc. at Merritt Island Airport and eventually Space Coast Regional Airport. Mr. Lueck opened the floor to questions by the Board. Discussion ensued.

Mr. Sansom asked the Board if there were any objections to Airport Authority Staff working with Mr. Lueck to come up with a lease proposal to bring back to the

Board. There were no objections. Mr. Sansom directed Mr. Powell to work with Mr. Lueck on a lease proposal. Discussion continued amongst the Board.

Consent Agenda

Mr. Rivard requested that the item be pulled for discussion. Mr. Sansom stated that the item would be moved to “New Business – Item E”.

New Business

Item A – Discussion and Selection of a Certified Public Accountant Firm to Provide Auditing Services for the Titusville – Cocoa Airport Authority

Mr. Powell gave a brief description and background of the item. Mr. Powell stated that three firms had submitted proposals and that his recommendation was for Davies, Houser & Secrest. Mr. Griffin made a motion to accept the proposal of Davies, Houser & Secrest. Dr. Niazi seconded. Discussion ensued amongst the Board.

Ms. Clifford expressed some concerns over using Davies, Houser & Secrest due to the fact that they were the current auditors and there was nothing noted regarding the issue with the Corporate Building Project at Space Coast Regional Airport. Mr. Sansom stated that he wasn't sure the auditor should be held accountable for this matter. Discussion continued amongst the Board.

Mr. Griffin stated that maybe the Authority should make a note for the auditor that if they saw any unusual procedures a footnote should be provided in the audit. Discussion continued.

Mr. Sansom called the question. All voted aye, except Ms. Clifford who voted nay. Motion passed.

Item B – Discussion and Selection of an Appraisal Firm to Conduct Appraisals of the Fair Market Rent Value of Various Properties at the Arthur Dunn Airpark, Space Coast Regional Airport and Merritt Island Airport

Mr. Powell gave a brief description and background of the item. Mr. Powell stated that two firms had submitted proposals and his recommendation was for Slack, Johnston & Magenheimer because it appeared that they had more experience with airports.

Mr. Rivard asked why this issue was on the agenda Agenda because he didn't believe an appraisal was necessary. Dr. Niazi stated that he felt the funds allocated towards the appraisals should be used to repair hangars. Discussion continued amongst the Board.

Mr. Rivard made a motion to not hire an appraisal company. Dr. Niazi seconded. Discussion continued.

Mr. Sansom opened the floor to the public for comment. Mr. Tony Yacono stated that he felt appraisals weren't necessary. Mr. Ron Lueck asked which airports would be selected for comparison. Mr. Powell answered that it would be based on about fifty airports that were similar geographically. Mr. Alan Dillon who was a former Authority Board member Member stated that the intent of the Board at the time they made a decision to have regular appraisals, was for the Airport Authority to become independent of the tax rolls. Mr. Dillon stated that if taxes and expenses went up and the rent stayed the same the Authority would never have enough money. Mr. Bill Hall stated that he felt the Authority shouldn't pay the money for the appraisals.

Mr. Sansom called the question. Mr. Rivard, Dr. Niazi and Mr. Griffin voted aye. Ms. Clifford, Dr. Hosley, Ms. Patch, and Mr. Sansom voted nay. Motion failed.

Mr. Griffin made a motion to hire the other appraisal firm, Tuttle-Armfield-Wagner. Mr. Rivard seconded. Discussion ensued.

Mr. Sansom called the question. Mr. Rivard, Dr. Niazi and Mr. Griffin voted aye. Ms. Clifford, Dr. Hosley, Ms. Patch, and Mr. Sansom voted nay. Motion failed.

Ms. Patch made a motion to table the item and direct Staff to re-advertise for proposals from additional appraisal firms. Mr. Griffin seconded. Mr. Sansom called the question. All voted aye. Motion passed.

Item C – Consideration and Approval of the Lease for Voyager Aviation International, LLC at Merritt Island Airport

Mr. Powell gave a brief description of the item and recommended approval of the lease.

Mr. Griffin made a motion to approve the lease. Dr. Niazi seconded. Discussion ensued.

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

Item D – Consideration and Approval of the Lease for Space Coast Aviation at Merritt Island Airport

Mr. Powell gave a brief description of the item and recommended approval of the lease.

Mr. Griffin made a motion to approve the lease. Ms. Patch seconded. Mr. Sansom called the question. All voted aye. Motion passed unanimously.

Item E – Consideration and Approval of the Request for Expressions of Interest and Qualifications for General Consulting

Mr. Powell gave a brief description and overview of the item. Mr. Rivard asked what the cost would be. Mr. Powell explained that it would be negotiated.

Mr. Powell explained that in the past the Authority ended up with five consultants and he felt that was a bit excessive, so he recommended that the Board choose two firms with the possibility of a third on standby. Mr. Powell referred to Mr. Brian Pendleton, Airport Engineering Company, for an explanation of the process.

Mr. Pendleton explained that the selection process differs from other processes because there is no discussion of fees in response to the RFQ. Mr. Pendleton stated that the firm is selected based on qualifications and when a project came up fees would be negotiated at that time.

Mr. Rivard made a motion to proceed with the RFQ. Mr. Griffin seconded. All voted aye. Motion passed.

Information Section**Executive Director Report**

Mr. Powell reported that the closing for the acquisition of properties for the runway safety area at Arthur Dunn Airpark was on August 10, 2007. Mr. Powell stated that the Authority's share for both parcels came to around \$35,000.

Mr. Powell reported that FDOT had completed the audit regarding the Space Coast Regional Airport Corporate Building Project and that report would be out in approximately two months.

Mr. Powell stated that the joint meeting between the Titusville – Cocoa Airport Authority and the Brevard County Board of County Commissioners had been postponed from October 11, 2007 to a new proposed date of November 8, 2007 at 1:00 p.m. The Board concurred with the new date, but asked Mr. Powell if he could request bumping the time to 2:00 p.m.

Mr. Powell stated that the Board would need to decide on dates for the Airport Authority's First and Second Public Budget Hearings. The Board elected to hold the first hearing on August 30, 2007 at 7:00 p.m. and the second hearing would be held on September 20, 2007 at 6:00 p.m. following the Regular Board Meeting which would be held at 4:00 p.m.

Mr. Powell reported that the Authority would be receiving a \$29,000 refund back from insurance premiums. Mr. Powell also stated that in looking for ways to save money Staff had negotiated a contract for a new copier and would be saving

\$181.50 a month; in addition, Staff was now on a business contract with Staples and would be saving about 15% on office supplies.

Mr. Powell reported that a company had purchased some old steel that was at the end of Taxiway E at Space Coast Regional Airport for \$2,000. Mr. Powell also stated that this same company was looking into corporate development at Space Coast Regional Airport, as well as another aircraft manufacturing company which needed a 5,000 sq. ft. building.

Mr. Powell stated that Staff wanted to set up a public meeting date for the Space Coast Regional Airport Master Plan briefing. Mr. Sansom gave Mr. Powell direction to e-mail the Board with some potential dates for that meeting.

Mr. Powell reported that Staff agreed to provide a staging area for the Fish & Wildlife Department at Space Coast Regional Airport in the event of a natural disaster. Mr. Powell also stated that First Flight was interested in relocating to Space Coast Regional Airport.

Mr. Powell referred to Mr. Pendleton to give a briefing on the Space Coast Regional Airport Runway 9 Safety Area Project. Mr. Pendleton gave a brief description of the project and stated that the project was now out for bid. Mr. Powell concluded his report.

Attorney Report - None

Check Register & Budget to Actual

Mr. Powell stated that everything was in line. Mr. Rivard asked if the reports could include footnotes if a check was over a certain amount. Mr. Sansom gave Staff direction to come back with a recommendation regarding Mr. Rivard's request.

Administration & Project Reports

Mr. Powell stated that the only thing new on the reports was the land acquisition at Arthur Dunn Airpark.

Authority Members Report

Dr. Hosley commented on the state initiatives regarding manufacturing, aerospace education and economic development in Florida and that there were a lot of opportunities for the Airport Authority.

Ms. Clifford discussed her concerns over postponing the joint meeting with the County Commissioners. Ms. Clifford stated that she felt it was important to some outstanding issues that the meeting was held at an earlier date rather than a later one. Discussion ensued amongst the Board in regards to the issue with EELs.

Public and Tenants Report

Mr. Tony Yacono welcomed new Board member, Dr. Hosley. Mr. Yacono also asked about the progress on the box hangars project at Merritt Island Airport. Mr. Powell explained that Staff was waiting on the Joint Participation Agreements from FDOT and nothing has moved since the audit. Mr. Sansom commented that he felt the delay may have had something to do with a billion dollar shortfall in the state's budget. Discussion continued.

Mr. Yacono complimented the Board for allowing Comp Air to build at the Merritt Island Airport, the Airport Authority Maintenance Crew for doing a great job at Merritt Island Airport and Mr. Powell for doing a great job in general.

Ms. Dawn Haun, Voyager Aviation International, thanked the Board for approving her lease.

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. All voted aye. Meeting was adjourned.

JERRY SANSOM, CHAIRMAN

KEN RIVARD, SECRETARY