

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on August 20, 2009 at 4:00 p.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; Mr. Al Elebash; Mr. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney. Ms. Veronica Clifford, Secretary and Dr. Wasim Niazi were absent.

Call to Order

Mr. 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. Dr. Hosley made a motion to approve the Agenda as presented. Mr. Griffin seconded. All voted aye. Motion passed.

Appearances - None**Presentations - None****Consent Agenda**

Item A – Approval of the Titusville-Cocoa Airport Authority Minutes: June 18, 2009 – Regular Meeting

Item B – Approval of the Settlement for the Business Interruption Insurance Claim with Brevard County and Butler Pappas Insurance

Item C – Approval of an Amendment to Voyager Aviation’s Ground Lease at COI Based on New Restrictions by the FAA Regarding the Originally Approved Location

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

Old Business

Item A – Discussion and Consideration of the Proposed 2009 – 2010 Fiscal Year Budget

Mr. Powell gave a brief overview of the proposed budget. Mr. Sansom asked if there were any questions from the Board or the Public. Mr. Pickles stated no action was necessary, as the action would be taken at the Budget Hearing following the Regular Meeting.

New Business

Item A – Discussion by Mr. Rob Hambrecht of Recent Invoiced Costs by the LPA Group Regarding the New Airport Administration Building at Space Coast Regional Airport

Mr. Powell gave a brief overview stating that LPA had finished 60% of the design and Mr. Hambrecht was going to give a briefing in support of the invoices. Mr. Powell turned the floor over to Mr. Hambrecht.

Mr. Hambrecht gave a design presentation showing the status, review of design documents and the schedule. Mr. Hambrecht stated that the LPA Group began design in May of 2009 and the 60% design document submittal was on August 4, 2009. Mr. Hambrecht stated that plan submittal included site layout, building architecture, and parking grading change. Mr. Hambrecht stated that the submittal also included an engineer's report which summarized the design approach, assumptions made and criteria the LPA Group followed. Mr. Hambrecht explained that construction costs were included and that everything was still on track with the original estimate of about \$2.6 million for the building. Mr. Hambrecht stated that 90% design submittal was scheduled for August 26, 2009. Mr. Hambrecht went over the plans with the Board. Discussion continued.

Mr. Hambrecht stated that bidding would begin some time around the end of 2009 and if everything went well construction should begin somewhere around February of 2010. Mr. Sansom asked when the building would be finished. Mr. Hambrecht stated that it would be about nine months for construction time. Discussion continued.

Mr. Hambrecht stated that Invoice Number 1 in the amount of \$21,578.75 was for the programming phase and part of the 30% of design.

Mr. Hambrecht stated that Invoice Number 2 in the amount of \$49,676.91 was for part of the 60% design documents and for the 40% complete of design documents as well as sub-consultants for surveying and technical borings.

Dr. Hosley made a motion to approve the invoices. Mr. Griffin seconded. 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 East Apron Rehabilitation Project at the Space Coast Regional Airport; the Runway,

Taxiway and Gate Improvements Project at Arthur Dunn Airpark; and the Fuel Farm Project at Merritt Island Airport

Mr. Powell gave a brief overview of the item and turned the floor over to Mr. Brian Pendleton from Airport Engineering Company. Mr. Pendleton stated that he submitted invoices for three projects that he wanted to go over. Mr. Pendleton stated that one of the invoices was for the East Apron Project which was finished by APAC at the end of 2008, however Polycon surface material needed to be applied to the remainder of the area that they had not yet resurfaced due to the fact that the hard material is something that the helicopter skids would not affect. Mr. Pendleton stated that the work on that would start shortly. Mr. Pendleton stated that the change order was to finalize everything out to the point that APAC had finished at the end of 2008. Mr. Pendleton explained that it took months to get the change order signed by the contractor, but it had finally been signed and he had received the pay request, which released all the retainage for the work to date, but not for the Polycon. Mr. Pendleton stated that invoice amount was \$111,204.05, which was the agreed upon amount of Change Order #1. Mr. Pendleton explained that the amount reflected actual quantities in place that had been carefully checked and liquidated damages that had been charged to the contractor because of delays of completion. Mr. Pendleton stated that this amount had been verified.

Mr. Pendleton stated that the next invoice was for the Merritt Island Airport Fuel Tanks. Mr. Pendleton explained that there were two contracts for the work, one being for Doug Wilson Enterprises to do the site work and the other was for Surge Solutions to furnish and install the tanks and later to remove the old tanks. Mr. Pendleton stated that to save the Airport Authority the cost of sales tax and with Mr. Pickle's review of the change order, they wrote a change order for owner purchase of the tanks. Mr. Sansom asked how much was saved. Mr. Pendleton stated that the savings was about \$5,000. The Airport Authority paid a deposit to the tank manufacturer for the fabrication of the tanks, in the amount of \$49,600 which was approximately 25% of the total cost.

Mr. Pendleton stated that the next set of invoices were for Airport Engineering Company for various projects. Mr. Pendleton stated that Invoice Number 09074 in the amount of \$2,000 was for Quality Assurance Testing for the East Apron Project at Space Coast Regional Airport.

Mr. Pendleton stated the Invoice Number 09075 in the amount of \$880 was for Project Representation Services.

Mr. Pendleton stated that Invoice Number 09076 in the amount of \$1,117.50 was for Basic Services for the East Apron Project at Space Coast Regional Airport.

Mr. Pendleton stated that Invoice Number 09077 in the amount of \$15,920 was for Basic Engineering Services for Phase A of the Arthur Dunn Airpark Safety Area Improvements Project. Mr. Pendleton stated that the amount comprised 100% of site measurements, 100% of design & permitting and 80% of bidding and contract.

Mr. Pendleton stated that Invoice Number 09078 in the amount of \$26,230 was for Engineering Services for Phase B of the Arthur Dunn Airpark Runway and Taxiway Rehabilitation and the Roads, Gates and Fence Improvements. Mr. Pendleton stated that the amount comprised 100% of site measurements, 85% of the design & permitting phase and 80% of the bidding and contract phase. For further clarification Mr. Powell gave a brief explanation between Phase A and Phase B at the Arthur Dunn Airpark.

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 reported that new equipment was coming for the Air Traffic Control Tower at Space Coast Regional Airport and that there would also be building rehabilitation for the tower. Mr. Powell stated that new sign panels were coming for the Space Coast Regional Airport. Mr. Powell stated that Staff was getting close to having Certificates of Occupancy for the temporary buildings at the Merritt Island Airport.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles stated that the Airport Authority was set to close on the 52 acres west of 9-27 at Space Coast Regional Airport with Brevard County EELs property on August 28, 2009.

Mr. Pickles concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that everything was in line and would be happy to answer any questions.

Administration & Project Reports

Mr. Powell stated that Staff updated some of the project reports and hoped it was clear on the projects' progress. Mr. Powell stated that he felt it was a more accurate reflection. Mr. Sansom suggested that old projects be kept on the report for a specified period of time and then dropped off. The Board concurred.

Authority Members Report

Dr. Hosley stated that he wanted to commend Airport Authority Staff for the work they were doing and their initiative on settling the insurance claim with the County. Dr. Hosley stated that for that initiative the Airport Authority should somehow accommodate and commend Staff or individual employees for taking that step. Mr. Sansom asked if Dr. Hosley had a suggestion for a format for the commendation. Dr. Hosley stated it could be either through the employee's evaluation or could be a citation or a monetary reward. Mr. Powell stated that he wanted to give credit to Ms. Debbie Jimenez because it was her painstaking detail to recreate and keep track of the barrage of paperwork that made it possible to prove the Airport Authority's case in order to come to a settlement in the insurance issue with the County. Mr. Powell mentioned that he would like to recommend that Ms. Jimenez receive some type of monetary compensation.

Mr. Sansom directed Mr. Powell to make a recommendation to the Board at the next meeting.

Dr. Hosley stated that he believed that the current administrative building turned opportunities off for the Airport Authority, and that the Authority needed a new building badly. Discussion continued.

Dr. Hosley discussed the upcoming Cocoa Beach Airshow. Mr. Sansom stated that Merritt Island Airport tenants would be a big part of that show. Discussion continued.

Dr. Hosley discussed the Rocket Racing League. Discussion continued.

Mr. Sansom commended Mr. Powell and Staff for all their hard work.

Public & Tenants Report

Mr. Don Stiver from the Merritt Island Airport discussed the Airport Authority budget and stated that he was preparing a report to submit to the Authority. Mr. Stiver suggested that there be a strategic plan for the Merritt Island Airport and that the stakeholders at the airport have input for that plan. Mr. Stiver stated that he would like to offer to work with a committee to help develop their portion of the strategic plan. Mr. Powell stated that the recent Master Plan Update for the Merritt Island Airport had tenants on the Technical Advisory Committee. Mr. Sansom stated that to some degree the Airport Authority was already doing that, but he looked forward to seeing Mr. Stiver's report. Mr. Powell stated that he appreciated Mr. Stiver's input and would be very happy to speak with him.

Mr. Tony Yacono from the Merritt Island Airport stated that the BAA had new staff and he would be taking more of a back seat, but would still come to meetings. Mr. Yacono also thanked the Airport Authority for working with CompAir. Mr. Yacono stated that he had sent the Board a resume on the new president of the BAA, Mr. Robert Atwell. Mr. Yacono introduced Mr. Atwell to the Board.

Mr. Atwell gave the Board a brief introduction and background. Mr. Atwell commended Airport Authority Staff for doing a wonderful job. Mr. Atwell discussed having mission statements for each airport. Mr. Sansom thanked Mr. Atwell and stated that the Authority looked forward to working with him.

Adjournment

Mr. Sansom asked for a motion to adjourn. Ms. Patch made a motion to adjourn the meeting. Mr. Griffin seconded the motion. Mr. Sansom called the question. All voted aye. Meeting was adjourned.

JERRY SANSOM, CHAIRMAN

VERONICA CLIFFORD, SECRETARY