

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on October 15, 2009 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; 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.

**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. Ms. Clifford made a motion to approve the Agenda as presented. Ms. Patch seconded. All voted aye. Motion passed.

**Appearances – None****Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes: September 15, 2009 – Regular Meeting**

Mr. Sansom called for a motion to approve the Consent Agenda. Ms. Patch noted that on page four of the minutes the words “Mr. Patch” should be corrected. Ms. Clifford made a motion to approve the minutes as corrected. Mr. Elebash seconded. There were no objections to the motion. Motion passed.

**Old Business – None****New Business****Item A – Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by Airport Engineering Company and Contractors Regarding the Runway, Taxiway, and Gate Improvements at Arthur Dunn Airpark**

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

Mr. Pendleton presented Invoice Number 09104 in the amount of \$4,800 for Basic Engineering Services, which represented 50% of construction for Phase A of the Arthur Dunn Project.

Mr. Pendleton presented Invoice Number 09106 in the amount of \$345 to have Stottler, Stag and Associates come in to stake the fence line for Phase A of the project.

Mr. Pendleton presented Invoice Number 09107 in the amount of \$900 for construction quality assurance testing required by the FAA for Phase A of the project.

Mr. Pendleton presented Invoice Number 09109 in the amount of \$2,640 for Project Representation for Phase A of the project.

Mr. Pendleton presented Invoice Number 09105 in the amount of \$9,200 for Engineering Services, which represented 50% of the construction for Phase B of the project.

Mr. Pendleton presented Invoice Number 09108 in the amount of \$920 for Cal-Tech testing fees for Phase B of the project.

Mr. Pendleton presented Invoice Number 09110 in the amount of \$2,695 for Project Representation for Phase B of the project.

Mr. Pendleton presented Contractor's Pay Request Number 1, Landmasters, in the amount of \$25,396.92 for the Safety Area portion of the project.

Mr. Pendleton presented Contractor's Pay Request 1, KCF Site Development, in the amount of \$7,271.45 for bonding costs.

Mr. Pendleton presented Contractor's Pay Request 2 Revised, KCF Site Development, in the amount of \$378,705.74 for the overlay on the runway and taxiway, plus the squaring off the end of the runway and the adjustment of all the lights.

Mr. Pendleton stated that all quantities had been carefully checked and asked if there were any questions.

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

Dr. Niazi entered the meeting.

**Item B – Discussion and Consideration of a Ground Lease Agreement with Crisafulli Enterprises Development for the 80 to 100 Acres in the Orange Grove Area at Space Coast Regional Airport**

Mr. Powell gave a brief overview of the item, stating that the orange grove had been neglected for a few years and Staff had been trying to find a tenant for quite some time. Mr. Powell stated that because of the condition of the groves, Crisafulli would need five years to make it a producing grove. Mr. Powell stated that Staff thought it was fair to allow Crisafulli their proposed terms; however, in speaking with a few other people, Mr. Powell thought the rehabilitation of the groves would only take about three years.

Mr. Griffin made a motion to approve the ground lease. Ms. Patch seconded. Discussion continued amongst the Board.

Mr. Elebash discussed the proposed use of cattle grazing and asked if the Authority would receive any revenue from that. Mr. Powell stated that there was nothing negotiated about that yet, but it would be something discussed at a later time. Discussion continued.

Mr. Pickles suggested that the Authority not include the cattle grazing as a permitted use until the time Crisafulli decided to do it. Discussion continued.

Ms. Clifford suggested giving Crisafulli a three year term and then make an evaluation. Mr. Griffin stated that Crisafulli may prefer a five year period. Mr. Sansom agreed, stating that it would give them more incentive. Discussion continued.

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

**Item C – Discussion and Consideration of an Amendment to Space Coast Aviation’s (Mr. Vince Oakes) Lease at Merritt Island Airport for Changing Mr. Oakes as the Primary Lessee at His Request**

Mr. Powell gave a brief overview of the item, stating that Mr. Rob Lueck was currently a sub-tenant using the building and Mr. Oakes really hadn’t been involved for several years. Mr. Powell recommended changing the primary lessee from Mr. Oakes to Mr. Lueck. Discussion continued.

Mr. Griffin made a motion to approve Mr. Powell’s recommendation. Dr. Hosley seconded. Discussion continued.

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

**Item D – Discussion and Consideration of a Request by New Space Center for the Airport Authority to Begin Working with KB Homes on the Construction of the New Road Off of Shepard Drive**

Mr. Powell gave a brief overview of the item, stating that New Space Center was aware of the agreement the Airport Authority had with Forte McCauley, which was bought out by KB Homes, to build a road off Shepard Drive. Mr. Powell stated

that New Space Center made a formal request to have work begin on that road and that they wanted to start doing something with regard to their site in January of 2010. Mr. Powell also stated that Mr. Mark Homnick, CEO of New Space Center, was in attendance if anyone had questions for him.

Mr. Griffin made a motion to proceed to work with Forte McCauley and KB Homes to get the road built. Ms. Patch seconded. Discussion continued.

Mr. Griffin asked how much it would cost to build the road. Mr. Powell that when the agreement was established, the cost was around one million dollars and Forte McCauley had five years to put it in. Mr. Powell added that there was a contingency that if the Airport Authority wanted to put the road in earlier, Forte McCauley (or KB Homes) would have to reimburse the cost. Mr. Pickles gave a brief explanation of how it would work. Discussion continued amongst the Board.

Ms. Clifford asked if the Authority paid to have the road built, when would reimbursement occur. Mr. Pickles stated that the detail in the development agreement required that a bond be in place which would guarantee reimbursement, so once the Airport Authority paid the contractor they would then submit a request for reimbursement to either Forte McCauley or the bonding company. Discussion continued. Discussion continued amongst the Board.

Ms. Clifford requested that the Board receive updates on the Project Report every month regarding the issue. Ms. Clifford asked Mr. Homnick what the impact would be on New Space Center's progress if they had to wait for some of the issues to be resolved. Mr. Homnick stated that updates would be important to them because the site currently had no road access and in order for them to provide a schedule in their master plan they would need to know when they would have that access. Discussion continued.

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

Ms. Clifford discussed zoning and land use around the airports. Ms. Clifford recommended that Authority Staff review that issue to get an idea of what zoning and land use designations were actually there. Mr. Sansom directed Mr. Powell to do that and added that he felt it was a priority. Discussion continued.

## **Information Section**

### **Executive Director Report**

Mr. Powell reported that the low bidder had been selected for the Tower Rehabilitation Project at Space Coast Regional Airport and that the total cost would be \$10,000 higher than the original estimate. Mr. Powell stated that the tower would need a new roof and that he just wanted to make sure that the Board was okay with it.

Mr. Powell reported that the Airport Authority had received the permits from St. John's Water Management for the Administration Building at Space Coast Regional Airport and the Fuel Tanks at Merritt Island Airport.

Mr. Powell reported that he had a meeting with the City of Titusville on some permitting issues regarding the Administration Building at Space Coast Regional Airport, which had held up the process. Mr. Powell stated that all the issues would be addressed and resubmitted to the City next Wednesday. Discussion continued.

Mr. Powell concluded his report.

### **Attorney Report**

Mr. Pickles reported that the County had cut the \$200,000 check, which was the agreed upon amount of insurance money due to the Airport Authority.

Mr. Pickles concluded his report.

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

Mr. Powell stated that there weren't a lot of financials included in the package. Mr. Powell stated that everything was in line and the rest of the financials would be included in next month's meeting package.

### **Administration & Project Reports**

Mr. Powell stated that there had been a few updates to the project report and that he was trying to make the reports more specific.

Mr. Sansom asked Mr. Powell to give a brief summary of the Airport Authority's involvement in the Cocoa Beach Airshow. Mr. Powell gave a brief summary and reported that the airshow was a success. Discussion continued.

Mr. Sansom asked Mr. Powell to update the Board on the proposed Country Music Event at Space Coast Regional Airport. Mr. Powell stated that the event would probably not take place at the airport because the promoters had applied for a liquor license and the City of Titusville wouldn't support it. Mr. Powell stated that the promoters were looking for a new location, but still wanted the Valiant Air Command to be involved and would try to still hold the event in Brevard County. Discussion continued.

### **Authority Members Report**

Ms. Patch stated that she was very pleased with the progress of the Arthur Dunn Project.

Dr. Hosley asked if Mr. Powell would be attending the upcoming NBAA Conference. Mr. Powell stated that he tries to partner with the City of Titusville for that event. Discussion continued.

Mr. Powell reported that the Civil Air Patrol was going full speed ahead on rehabbing the old Sheriff's Aviation Building at Merritt Island Airport. Mr. Powell also reported that the Airport Authority was receiving two more portables from the Brevard County Schools and both were in really good shape.

Ms. Clifford asked for an update on the health insurance situation. Mr. Powell stated that Staff decided to stay with the County insurance for the upcoming year. Mr. Powell added that Staff just didn't feel Paychex had given them the information that was asked for, so didn't feel comfortable switching to their plan.

Ms. Clifford noted that the Airport Authority had gotten a lot done and had resolved a lot of issues, stating that everyone was doing a good job. Ms. Clifford asked if there was any funding available for t-hangars. Mr. Powell stated that FDOT's budget had been reduced and they had to pull some of the funding, including the funding for t-hangars.

Mr. Sansom asked for an update on the Airport Authority's involvement with the Shuttle Landing Facility at Kennedy Space Center. Mr. Powell stated he had spoken with Ms. Michelle Amos who was working with Mr. Jim Ball, and she was looking at all options on how to serve everyone involved. Mr. Powell stated that Ms. Amos had asked if the Authority would take over maintenance and control of the fueling vehicles, but not ownership, which could be used as a springboard for more responsibility in the future. Discussion continued.

### **Public & Tenants Report**

Mr. Bill Weiler of the Civil Air Patrol reported that the CAP had taken over the old Sheriff's building at Merritt Island Airport and they were starting to tear out walls and carpeting. Mr. Weiler also reported that the CAP was tasked with 1,200 flight hours for Homeland Security. Mr. Weiler stated that the CAP would also be having a state hurricane exercise on November 21, 2009. Discussion continued.

### **Adjournment**

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

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JERRY SANSOM, CHAIRMAN

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VERONICA CLIFFORD, SECRETARY