

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on December 20, 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. David L. Hosley; Mr. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney. Dr. Wasim Niazi was absent.

Call to Order

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

Approval of the Agenda, As Presented

Mr. Sansom stated that there was a request by Atlas Aviation to defer Old Business – Item B which was the discussion of the self-service fueling facility. Ms. Clifford made a motion to defer the item until the next meeting. Dr. Hosley seconded. All voted aye. Motion passed.

Mr. Sansom asked if any Board Member wanted to make additional changes or additions to the Agenda. Mr. Griffin made a motion to approve the Agenda, as amended. Ms. Clifford seconded. Mr. Sansom called the question. All voted aye. Motion passed.

Approval of the Titusville – Cocoa Airport Authority Minutes

Mr. Sansom called for the approval of the November 15, 2007 Regular Board meeting minutes. Mr. Griffin made a motion to approve the minutes as presented. Dr. Hosley seconded. Mr. Sansom called the question. All voted aye. Motion passed.

Consent Agenda**Item A – Approval of the Proposed 2008 Board Meeting Schedule**

Mr. Sansom asked if there were any objections to the proposed 2008 Board Meeting Schedule. Mr. Sansom called the question. All voted aye. Consent Agenda was approved.

Old Business**Item A – Update & Discussion on the Servant Air Ministries (SAMI) Ground Lease at Merritt Island Airport**

Mr. Powell gave a brief overview of the item. Mr. Powell stated that Dr. Bob Lehton of SAMI had a few questions regarding the lease, but they had been resolved. Mr. Powell also stated that the intention was that SAMI would sign the lease around the first part of the year. Discussion ensued.

New Business

Item A – Discussion & Consideration of the Evaluations and Performance of the Executive Director Over the Past Year

Mr. Griffin and Ms. Clifford both stated that they felt the evaluation form used was not very effective. Mr. Powell gave a brief explanation of the origin of the use of that particular form. Discussion ensued amongst the Board.

Mr. Sansom gave Mr. Powell direction to compose a revised evaluation form. Mr. Powell stated that he would.

Mr. Sansom noted that in the evaluation Mr. Powell had received mostly very good or outstanding ratings. Mr. Sansom read a letter from Ms. Annette Benson from Space Coast Jet Center that was very complimentary towards Mr. Powell's performance as Executive Director. Discussion ensued.

Mr. Griffin recommended a longer contract and a 10% increase for Mr. Powell. Discussion continued amongst the Board.

Mr. Rivard agreed with Mr. Griffin's proposed 10% increase and recommended a three year contract. Mr. Sansom stated that Mr. Powell had done an excellent job and he felt 10% wasn't sufficient. Mr. Sansom stated that Mr. Powell had requested a salary of \$100,000 and if that was available in the budget, he felt it would be appropriate to grant his request. Discussion continued amongst the Board.

Ms. Clifford stated that she would support a 10% increase, but felt \$100,000 was too much. Ms. Clifford suggested that perhaps another increase could be pondered in six months. Discussion continued.

Mr. Sansom opened the floor to the public. Mr. Allen Dillon stated that Mr. Powell had done an outstanding job and he felt \$100,000 was reasonable. Mr. Tony Yacono asked the Board to consider the job Mr. Powell had done and suggested that maybe they could increase Mr. Powell's salary by half of what he was asking for and then give him the other half in a year with an extended contract. Mr. John Lanahan stated that Mr. Powell had done an excellent job and should get the \$100,000. Mr. Don Mount recommended that regarding public perception, maybe they could give Mr. Powell \$90,000 with a \$10,000 bonus. Ms. Dawn Haun stated that she felt Mr. Powell should get \$100,000. Discussion continued.

Ms. Patch made a motion to increase Mr. Powell's salary for the next year to \$90,000 with a \$10,000 bonus now, with a review of the contract in another year and a definite increase to \$100,000 at that time. Dr. Hosley seconded. Discussion continued amongst the Board.

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

Mr. Rivard made a motion to offer Mr. Powell \$90,000 with a two year contract, to change Item B from a thirty day notice of resignation to a sixty day notice, and a \$5,000 bonus ninety days from January 1, 2008. Mr. Griffin seconded the motion. Discussion continued amongst the Board.

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

Mr. Sansom called a ten minute recess.

Mr. Sansom called the meeting back to order.

Item B – Discussion & Consideration of the Titusville – Cocoa Airport Authority State Board of Administration (SBA) Withdrawal and Potential Investments

Mr. Powell gave a brief overview of the item stating that the SBA had run into trouble with the local investment pool stemming from its stake in mortgage backed investments and the Airport Authority had transferred \$2 million of their investment out of the pool into the Wachovia account. Mr. Powell stated that there was still about \$370,000 still tied up but the Authority could get the additional \$206,000 of that the total \$576,000 +/-, but there was a 2% penalty. Mr. Powell explained that Staff had looked at local banks and he recommended that the money be split into money markets at a number of different banks. Discussion ensued amongst the Board.

Mr. Griffin made a motion to accept Staff's recommendation. Mr. Rivard seconded. Mr. Sansom called the question. All voted aye. Motion passed.

Mr. Powell stated that the prior motion did not address the withdrawal of the \$206,000. Mr. Griffin made a motion to give Staff direction to do what they felt was best. Ms. Patch seconded. All voted aye. Motion passed.

Item C – Discussion & Consideration of Rent Abatement for Bristow Academy Regarding Improvements to Building 29

Mr. Powell gave a brief overview of the item stating that Bristow Air Academy had been experiencing ongoing roof leaks in Building 29 and wanted to have the roof repaired. Mr. Powell explained that Bristow was requesting half of the cost of

repairs from the Airport Authority and that the cost to the Authority would be \$24,750. Mr. Powell recommended that the Board approve the abatement up to that amount. Discussion ensued amongst the Board.

Mr. Griffin made a motion to approve Staff's recommendation. Ms. Patch seconded. All voted aye. Motion passed.

Information Section

Executive Director Report

Mr. Powell reported that the repairs to the Atlas Aviation building at Merritt Island Airport were on track. Mr. Powell stated that Staff had gotten a proposal for repairs and felt the costs were too high and that they were still in the process of negotiating those costs down.

Mr. Powell stated that Staff was waiting on the Scope of Services from the LPA Group regarding the Master Plan Update at Merritt Island Airport. Mr. Powell stated that the cost would be lower than the original quote from RS&H.

Mr. Powell mentioned that Staff had just finished the first issue of a newsletter for the Airport Authority which had been e-mailed to tenants and was also available on the website and as a hard copy.

Mr. Powell reported that Staff was able to get on an FAA priority approved list to get donated equipment, and pointed out the article in the newsletter regarding that. Mr. Powell stated that Staff was being selective in choosing equipment to ensure that it was in good shape.

Mr. Powell reported that Staff had spoken with Mr. Michael Knight from the EELs Group regarding the property swap at Space Coast Regional Airport and that some progress was being made.

Mr. Powell reported that Staff had gotten a quote to remove the Mosquito Control structure at Merritt Island Airport for \$18,000.

Attorney Report

Mr. Pickles reported that the Vectorspace request for rezoning property near the Space Coast Regional Airport had been withdrawn, but they were gearing up to apply again.

Mr. Pickles reported that the Authority was moving forward to file suit with the Condo Hangars at Merritt Island Airport. Mr. Pickles stated that Staff had attempted to get rent from those tenants, but had not received anything as of yet.

The Board discussed the FDOT audit and investigation regarding the Corporate Terminal Building Project at Space Coast Regional Airport. Mr. Powell stated that he had met with FAA in regard to using their grant for Apron Rehabilitation and that the FAA had directed Staff to use the grant by June. The Board gave Mr. Powell direction to utilize the grant. Discussion ensued.

Mr. Sansom asked if any of the Board Members had been contacted by the State Inspector General. All Board members stated that they had not.

Ms. Clifford stated that Staff should send a letter to the Inspector General's office asking where the Authority stood on the inspection. Mr. Powell stated that he felt comfortable giving the inspector, Mr. Vitale, a call to get a more immediate response, but that he knew Mr. Vitale was still gathering information. Discussion continued amongst the Board.

Mr. Sansom gave Mr. Powell direction to compose a letter requesting the FDOT for a timetable of resolution to the issue with an explanation as to why the Authority needed it to be done. Discussion continued.

Check Register & Budget to Actual

Mr. Powell stated that everything was in line.

Administration & Project Report

Mr. Powell reported that there wasn't a lot of change on either of the reports, but Staff did add the Mosquito Control Building at Merritt Island Airport to the Project Report.

Ms. Clifford discussed the land swap issue with the EELs Group. Mr. Sansom directed Mr. Powell to bring the issue to the next Regular Board Meeting. Mr. Rivard mentioned that the Authority had a right-of-way through some of EELs property. Discussion continued amongst the Board.

Authority Members Report

Mr. Rivard asked if bills had been sent to the Condo Hangar tenants. Mr. Powell stated that Staff did send something out. Mr. Pickles stated that the Authority will also send notices to those tenants requesting any lease information that they had. Discussion continued.

Mr. Rivard discussed an incident he had at the Space Coast Regional Airport regarding the tower and hold short lines on taxiways F & G, as well as red circle markings for helicopters. Mr. Rivard suggested that the red circle markings be removed. Mr. Powell gave an explanation as to why the markings were there and why it was the safest way to go. Discussion continued.

Dr. Hosley stated that he had attended the Toys for Tots event at the Merritt Island Airport and that it was great. Dr. Hosley also mentioned his concerns about mold he had observed growing on the current Airport Authority office building.

Public & Tenants Report

Mr. Tony Yacono stated that this would be his last meeting as President of the BAA and that he would now be President of the Executive Board. Mr. Yacono commented that the Airport Authority Board had been doing a good job.

Adjournment

Mr. Sansom asked for a motion to adjourn. Ms. Clifford 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

KEN RIVARD, SECRETARY