



Mr. Jerry Sansom, Chairman
Dr. Dave Hosley, Vice Chairman
Ms. Patricia Patch, Treasurer
Ms. Veronica Clifford, Secretary
Dr. Wasim Niazi
Mr. Jay Stalrit
Mr. Harry Carswell

355 Golden Knights Blvd. → Titusville, Florida 32780
321.267.8780 → fax: 321.383.4284 → mpowell@flairport.com

AGENDA
REGULAR MEETING
MAY 15, 2014 AT 8:30 A.M.

.....

** NOTE TO ALL PUBLIC ATTENDEES:*

The public may speak on any item on the agenda. Should someone wish to address the Airport Authority Board on a specific item, there will be request cards located on the wall adjacent to the public seating area. Be advised that these cards must be completed and presented to the Executive Secretary prior to the item being heard. Your comments will be addressed prior to the Board's discussion and you will have 5 minutes to address the Board. Thank you for your attention.

Salute to Flag - Pledge of Allegiance.

- I. CALL TO ORDER.
- II. ROLL CALL.
- III. APPROVAL OF THE AGENDA, AS PRESENTED
- IV. APPEARANCES: None
- V. PRESENTATIONS: None
- VI. CONSENT AGENDA:

(These items are considered routine and will be acted upon by the Authority in one motion. If an Airport Authority Board Member requests discussion on an item, it will be considered separately.)

a. Approval of The Titusville - Cocoa Airport Authority Minutes:

- 1. April 17, 2014 - Regular Meeting
- b. Resolution Approving an FDOT Supplemental Grant for the Construction Phase of the Expansion of the East Side Apron at TIX
- c. Resolution Approving an FDOT Supplemental Grant for the Construction Phase of the RSA Compliance and Shoreline Stabilization at COI

VII. OLD BUSINESS:

NEXT REGULARLY SCHEDULED AUTHORITY MEETING IS TENTATIVELY SCHEDULED FOR
June 19, 2014 AT 8:30 A.M.
ADDITIONAL INFORMATION ON AGENDA ITEMS CAN BE OBTAINED BY CONTACTING 267-8780.

- a. Discussion and Consideration of an Agreement with Rocket Crafters, Inc.

VIII. NEW BUSINESS:

- a. Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by Airport Engineering Company and Contractors Regarding Current Projects
- b. Discussion by Mr. Brian Russell of Recent Invoiced Costs by the Michael Baker Jr., Inc. and Contractors Regarding Current Projects

IX. INFORMATION SECTION:

- a. Chief Executive Officer Report
- b. Attorney Report
- c. Check Register & Budget to Actual
- d. Administration & Project Reports

X. AUTHORITY MEMBERS REPORT

XI. PUBLIC AND TENANTS REPORT

XII. ADJOURNMENT

Respectfully submitted,

Michael D. Powell, C.M., ACE
Chief Executive Officer

Jerry Sansom
Chairman



TIX → SPACE COAST REGIONAL AIRPORT
COI → MERRITT ISLAND AIRPORT
X2I → ARTHUR DUNN AIRPARK

355 Golden Knights Blvd. → Titusville, Florida 32780 → 321.267.8780 → fax: 321.383.4284 → e-mail: admins@flairport.com

MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer

DATE: May 15, 2014

ITEM DESCRIPTION - OLD BUSINESS ITEM A

Discussion and Consideration of an Agreement with Rocket Crafters, Inc.

BACKGROUND

Rocket Crafters, Inc was initially going to relocate and occupy office space in the administration building in April. A lease was approved, but as part of a sponsorship from the headquartered airport, the Authority staff was working on seven month rent abatement as sponsorship for a large research report to be given to the FAA to help with streamlining the spaceport license application process.

The research report ran into delays, so The Authority Board kindly approved a six month rent abatement to cover rent of the wing and CANM fees in exchange for Rocket Crafters assisting the Authority in the pursuit of our spaceport license via their consulting firm. That agreement expired at end of January making Rocket Crafters responsible for full rent required for the wing in the admin building along with all associated costs.

Rocket Crafters was seeking a government contract and had requested an extension on the rent abatement though the end of March, 2014, which the Board granted in line with support for Rocket Crafters from the North Brevard Economic Development Zone. Rocket Crafters mentioned they were under the impression that utilities, etc... were also included and asked for forgiveness on the utility fees as well for the duration they have had the wing along with the extension period requested.

ISSUES

Staff recently met with Rocket Crafters to discuss moving forward. Rocket Crafters has proposed reducing the size area they occupy in the wing to two offices and working with the Authority to lease out the remaining area to help cover some of the cost.

ALTERNATIVES

The Authority Board could approve or disapprove of the extended partnership with Rocket Crafters for rent abatement in consideration for consulting services.

FISCAL IMPACT

The initial fiscal impact for the wing was \$12,588.72 and the extension cost another \$7,834.40 for a total to Rocket Crafters through the end of March of \$20,423.12. AS of May there is another \$4,442 for April and May - with no utilities included.

The information included outlines Rocket Crafters' proposal. For consideration of use of the two offices, Rocket Crafters is offering their consultant services at the cost of the rent/utilities and will continue partnering with the Authority on a variety of issues.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) Decide whether or not to support the continued rent abatement partnership with Rocket Craters for consulting services, and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.



*TIX → SPACE COAST REGIONAL AIRPORT
COI → MERRITT ISLAND AIRPORT
XZI → ARTHUR DUNN AIRPARK*

355 Golden Knights Blvd. → Titusville, Florida 32780 → 321.267.8780 → fax: 321.383.4284 → e-mail: admins@flairport.com

MEMORANDUM

TO: Members of the Airport Authority
FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer
DATE: May 15, 2014

ITEM DESCRIPTION – NEW BUSINESS ITEM A

Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by Airport Engineering Company and Contractors Regarding Current Projects

BACKGROUND

Airport Engineering Company is currently conducting the engineering and oversight work for various projects. The invoice review is to keep the Board informed and ensure we meet FDOT compliance requirements.

ISSUES

All projects are moving forward.

ALTERNATIVES

If anything regarding the numbers is unclear during the discussion, the Airport Authority Board may ask questions about the costs to ensure everyone is comfortable with the invoices as presented.

FISCAL IMPACT

The current Invoiced Costs for the invoices will be covered by Mr. Brian Pendleton, of AEC, in detail at the Board Meeting. The back-up documentation is provided for the Board's convenience of reference.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) Concur with approval of the invoiced costs by Airport Engineering Company and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.



*TIX → SPACE COAST REGIONAL AIRPORT
COI → MERRITT ISLAND AIRPORT
XEI → ARTHUR DUNN AIRPARK*

355 Golden Knights Blvd. → Titusville, Florida 32780 → 321.267.8780 → fax: 321.383.4284 → e-mail: admins@flairport.com

MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer

DATE: May 15, 2014

ITEM DESCRIPTION - NEW BUSINESS ITEM B

Discussion by Mr. Brian Russell of Recent Invoiced Costs by the Michael Baker Jr., Inc. and Contractors Regarding Current Projects

BACKGROUND

The Michael Baker Jr., Inc. is currently conducting the engineering and oversight work for contractors on current projects.

The invoice review is to keep the Board informed and ensure we meet FDOT compliance requirements.

ISSUES

All projects are moving forward.

ALTERNATIVES

If anything regarding the numbers is unclear during the discussion, the Airport Authority Board may ask questions about the costs to ensure everyone is comfortable with the invoices as presented.

FISCAL IMPACT

The current Invoiced Costs for the invoices will be covered by Mr. Brian Russell, of Michael Baker Jr., Inc. in detail at the Board Meeting. The back-up documentation is provided for the Board's convenience of reference.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) Concur with approval of the invoiced costs by Michael Baker Jr., Inc. and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.