



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**  
**OCTOBER 17, 2013 AT 8:30 A.M.**

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*\* 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. September 17, 2013 - Regular Meeting
- 2. September 17, 2013 - Budget Hearing Meeting

b. Resolutions for FAA and FDOT Grants Supporting:

- 1. Re-painting of Airfield Pavement Marking and Relocation of Wind Cone at Space Coast Regional Airport
- 2. Removal of Obstructions Phase One, Including an AGIS Obstruction Survey for Phase Two at Space Coast Regional Airport
- 3. Preparation of a Wildlife Hazard Management Plan (WHMP) at Space Coast Regional Airport

NEXT REGULARLY SCHEDULED AUTHORITY MEETING IS TENTATIVELY SCHEDULED FOR  
NOVEMBER 17, 2013 AT 8:30 A.M.  
ADDITIONAL INFORMATION ON AGENDA ITEMS CAN BE OBTAINED BY CONTACTING 267-8780.

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

- a. Discussion and Consideration of a Lease for Building 43 as Well as Improvements at TIX
- b. Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by Airport Engineering Company and Contractors Regarding Current Projects
- c. 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,

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

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Jerry Sansom  
Chairman



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

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#### MEMORANDUM

TO: Members of the Airport Authority

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

DATE: October 17, 2013

#### ITEM DESCRIPTION - NEW BUSINESS ITEM A

Discussion and Consideration of a Lease for Building 43 as Well as Improvements at TIX

#### BACKGROUND

Operating since 2007 as a Veteran Owned Small Business (VOSB), NASS provides rapid, cost effective and high quality modifications to fixed and rotary wing aircraft.

NASS is an AS 9100 and ISO 9001 certified company that uses a disciplined system engineering approach executed by skilled engineers, aircraft technicians, program managers and logisticians to ensure a high quality, repeatable, supportable and well documented aircraft modification. NASS FAA licensed mechanics are experienced on more than 80 different fixed and rotary wing aircraft types and have significant international experience having successfully completed integration and support contracts in more than 10 different countries in the past three years alone.

#### ISSUES

NASS has growing business obligations that require they get into Building 43 at TIX very quickly, depending on certain incentives, and start making improvements to the facility along with beginning construction of another facility to meet expanded contracts.

NASS has plans to make rather extensive improvements to Building 43 as well as construct a large hangar building in direct proximity and wishes to ask for rent abatement to offset the high upfront costs.

Please review the attached documentation for additional detail.

#### ALTERNATIVES

The Airport Authority Board could decide to approve, not approve or request some alternative business terms for the new lease for NASS.

#### FISCAL IMPACT

Business terms for the Annual Rent to be paid to the Authority shall be as follows:



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#### MEMORANDUM

TO: Members of the Airport Authority

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

DATE: October 17, 2013

#### ITEM DESCRIPTION -- NEW BUSINESS ITEM B

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.



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#### **MEMORANDUM**

**TO:** Members of the Airport Authority

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

**DATE:** October 17, 2013

#### **ITEM DESCRIPTION - NEW BUSINESS ITEM C**

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.