

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on December 19, 2013 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; Dr. David Hosley, Vice Chair; Ms. Patricia Patch, Treasurer; Mr. Harry Carswell; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq., Airport Attorney. Ms. Veronica Clifford, Dr. Wasim Niazi and Mr. Jay Stalrit 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 to approve the Agenda as presented. Mr. Carswell made a motion to approve the Agenda. Ms. Patch seconded. There were no objections. Motion Passed.

Appearances – None**Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. November 21, 2013 – Regular Meeting****Item B – 2014 Proposed Board Meeting Schedule**

Mr. Sansom called for a motion to approve the Consent Agenda. Mr. Carswell made a motion to approve the Consent Agenda as presented. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Old Business – None**New Business****Item A – Discussion and Consideration of a Lease for Building 9 at Space Coast Regional Airport****Item B – Discussion and Consideration of Rent Abatement for Building 51 at Space Coast Regional Airport**

Mr. Powell gave a brief overview of the item, stating that CompAir needed to acquire space very quickly. Mr. Powell stated that the background information had been provided and that the lease would be the normal business terms.

Ms. Patch made a motion to approve. Mr. Carswell seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Item C – Discussion and Consideration of an Appointment to the Spaceport Commerce Park Authority Board (NBEDZ)

Mr. Powell gave a brief overview of the item, stating that the Spaceport Commerce Park Authority Board had been integrated into the North Brevard Economic Development Zone (NBEDZ). Discussion ensued as to how the Airport Authority would be represented in the future.

Ms. Laura Canady, Director of the Space Coast Economic Development Commission, suggested that someone contact the NBEDZ Executive Director Troy Post. Dr. Hosley stated that Mr. Post had said the Airport Authority was welcome to send a representative to the meetings. Ms. Canady stated that the next meeting was in January. Discussion continued.

Mr. Sansom stated that Airport Authority Staff should ask the NBEDZ if they envisioned a role for the Authority and that the Airport Authority Board should wait until the next regular meeting to make a decision. Dr. Hosley stated he would meet with Mr. Post. Mr. Sansom stated that there would be no action at this time.

Item D – Discussion and Consideration of the Evaluations and Performance of the Chief Executive Director Over the Past Year

Mr. Powell gave a brief overview of the item.

Mr. Carswell stated that he was in favor of Mr. Powell's requested increase. Ms. Patch stated that she was pleased with Mr. Powell's work. Dr. Hosley stated that Mr. Powell was doing an outstanding job. Mr. Sansom concurred with the other Board members. Discussion continued.

Mr. Sansom called for a motion to approve Mr. Powell's requested increase. Ms. Patch made the motion. Mr. Carswell seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Item E – Discussion by Mr. Brian Pendleton of recent Invoiced Costs by Airport Engineering Company and Contractors Regarding Current Projects

Mr. Sansom turned the floor over to Mr. Pendleton.

Mr. Pendleton presented Invoice Number 13101 in the amount of \$3,400 from Airport Engineering Company, which was for the T-Hangar Fire Hydrants Project at Arthur Dunn Airpark. Mr. Pendleton stated that bids had been received for the project two days ago, and that they were very good bids.

Mr. Pendleton presented Pay Request Number 1 in the amount of \$3,400 from Airport Engineering Company, which was for the T-Hangar Taxilane Rehabilitation Project at Space Coast Regional Airport. Mr. Pendleton stated that concrete for the project had been poured.

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

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

Mr. Sansom turned the floor over to Mr. Russell.

Mr. Russell presented Invoice Number 4 in the amount of \$26,504.48 from LPA/Baker, which was for the East Side Aircraft Storage Hangar Project at Space Coast Regional Airport. Discussion continued.

Mr. Russell presented Invoice Number 3 in the amount of the \$27,200.68 from LPA/Baker, which was for the West Apron Rehabilitation Project at Space Coast Regional Airport. Mr. Russell gave a brief update on the project.

Mr. Sansom asked Mr. Russell to update the Board on where things were with the Spaceport Licensing. Mr. Russell stated that there had been a public meeting and that Staff was staying in close contact with the FAA. Mr. Russell added that the official submittal was slated to go to the FAA in August 2014. Discussion continued.

Mr. Russell gave an update on the Security Project at all three airports, stating that the contractors would soon be moving to the Merritt Island Airport.

Mr. Russell gave an update on the Runway Safety Area Project at Merritt Island Airport. Discussion continued.

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

Information Section

CEO Report

Mr. Powell stated that Airport Authority Staff and the Consultants had been very busy, and also gave credit to Mr. Pickle's office.

Mr. Powell gave an update on Rocketcrafters at Space Coast Regional Airport, stating that Rocketcrafters was pursuing a large grant project and pushing forward to build a large facility. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles reported that there were two outstanding tenant balances he was currently after for collection, and that Staff was doing an outstanding job on keeping up with that.

Mr. Sansom asked about tenant compliance in the t-hangars. Mr. Powell stated that Airport Operations Staff did a good job on checking in on complaints, but it was often difficult to track down and get tenants to comply due to multiple considerations. Discussion continued.

Mr. Sansom asked if it would be feasible to think about having storage facilities at Space Coast Regional Airport and Arthur Dunn Airpark. Mr. Powell stated that perhaps outside storage for RVs would be good, since a lot of calls came in for that type of storage. Mr. Sansom asked Mr. Powell to please look into that. The Board concurred. Discussion continued.

Mr. Sansom asked about the old Civil Air Patrol trailer at Space Coast Regional Airport, stating that it was very shabby and not appealing. Discussion continued.

Mr. Pickles concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that financials had been provided and everything was in line.

Administration & Project Reports

Mr. Powell stated that the reports had been submitted in the Agenda package.

Authority Members Report

Dr. Hosley discussed the Aviation Project at Eastern Florida State College, stating that a door may be open to re-discuss EFSC bringing them to the Space Coast Regional Airport.

Dr. Hosley asked Mr. Powell if he heard anything about the FAA test site. Discussion continued.

Dr. Hosley asked if there were any updates on the Logistics Center that would be located on U.S. 1. Mr. referred to Ms. Laura Canady. Ms. Canady explained that the City of Titusville was adopting a joint marketing plan with the Logistics Center. Ms. Canady explained that there was a short time window for development and that because the Logistics Center abutted the Space Coast Regional Airport, their Staff was going to meet with Mr. Powell and Mr. Sansom in January to discuss the partnership. Discussion continued.

Mr. Sansom asked Mr. Powell to tell the Board about Florida's response to aircraft 777X issue. Mr. Powell stated that Boeing was looking to manufacture their new aircraft, but Florida was not a consideration. Mr. Powell stated that the Governor of Florida had reached out and asked them to take another look at Florida. Mr. Sansom gave a brief history. Discussion continued.

Mr. Powell stated that he had gotten several calls from people regarding the 777X and Boeing, and that Michael Baker had drawn up two options for the Space Coast Regional Airport to meet the requirements to be considered as a location to build the aircraft. Mr. Powell explained those options to the Board. Discussion continued.

Public & Tenants Report

Dr. Hosley thanked Laura Canady and Troy Post for their work with the EDC. Dr. Hosley stated that things were moving with Aerospace and that Florida had some great opportunities on the horizon. Discussion continued.

Mr. Sansom stated that Airport Authority Staff had explored having the grant for the Road Project at Space Coast Regional Airport tied to another project rather than to Rocketcrafters. Mr. Powell stated that a new application had been submitted to tie the North American Surveillance Systems Project and Ecklers to the road. Mr. Powell stated that Staff may be getting an answer soon. Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 10:03 a.m.

JERRY SANSOM, CHAIRMAN

VERONICA CLIFFORD, SECRETARY