

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on November 15, 2012 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 L. Hosley, Vice-Chairman; Ms. Veronica Clifford, Secretary; Ms. Patricia Patch, Treasurer; Dr. Wasim Niazi; Mr. Harry Carswell; Mr. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney. Mr. Jay Stalrit was absent.

**Call to Order**

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

**Approval of the Agenda**

Mr. Sansom requested an addition to Old Business, which would become Item A. Mr. Sansom stated this item would seek formal approval of a proposed bill which would designate Space Coast Regional Airport and the adjacent industrial park as Spaceport Territory. Ms. Patch made the motion to approve the Agenda as amended. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion Passed.

**Appearances – None****Presentations****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:**

- 1. September 20, 2012 – Regular Meeting**
- 2. September 20, 2012 – Second Budget Hearing**

**Item B – Resolution Approving an FDOT Grant for the Rehabilitation of Facilities at Space Coast Regional Airport**

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

**Old Business****Item A – Discussion and Consideration of the Proposed Spaceport Territory Legislation at Space Coast Regional Airport**

Mr. Sansom stated that he had passed out a copy of the proposed legislation he and Mr. Powell had spoken to Representative Goodson and Senator Gardner about sponsoring. Mr. Sansom requested that the Board formally approve the submission of the bill to the legislature for the 2013 session. Mr. Sansom read the proposed legislation, and stated that he would like to see it get approved in April or May. Discussion continued amongst the Board.

Mr. Sansom asked for a motion to approve. Dr. Niazi made the motion. Ms. Patch seconded.

Mr. Sansom stated that if the County wanted to add their park to the legislation, the Airport Authority would be amenable to that. Discussion continued.

Mr. Sansom asked Mr. Powell to send a copy of the legislation proposal to the City Manager of the City of Titusville and the County Manager to ask if they wanted their portions of the Spaceport Commerce Park included in the legislation. Discussion continued.

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

## **New Business**

### **Item A – Discussion and Selection of Airport Authority Board of Directors Officers**

Mr. Sansom asked the Board if they wanted to elect new officers or leave the current officers in place. Dr. Niazi made a motion to leave the current officers in place. Mr. Carswell seconded. Mr. Sansom called the question. There were no objections. Motion passed.

### **Item B – 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 12128 in the amount of \$3,298.80 from Airport Engineering Company, which was for two months monitoring for the Wildlife Hazard Assessment at Space Coast Regional Airport. Mr. Pendleton stated that they were very close to the end of this process.

Mr. Sansom called for a motion to approve the invoice. Ms. Clifford made a motion. Dr. Niazi seconded. Discussion continued.

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

**Item C – Discussion by Mr. Mark Kistler of Recent Invoiced Costs by the LPA Group, Inc. and Contractors Regarding Current Projects**

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

Mr. Kistler presented Invoice Number 1 in the amount of \$4,934.35, Invoice Number 2 in the amount of \$5,779.62 and Invoice Number 3 in the amount of \$2,968.59 all from the LPA Group/Baker, which were for the ARFF Vehicle Procurement at Space Coast Regional Airport.

Mr. Kistler presented Invoice Number 2 in the amount of \$2,411.54, Invoice Number 3 in the amount of \$71,488.23 and Invoice Number 4 in the amount of \$1,486.61 all from the LPA Group/Baker, which were for the Security System Project at all Airports.

Mr. Kistler presented Pay Request Number 12 in the Amount of \$19,280.90 and Pay Request Number 13 in the amount of \$21,443.77, both from The LPA Group/Baker, which were for the RSA Environmental Project at Merritt Island Airport.

Mr. Kistler presented, Invoice Number 12 in the amount of \$3,407.74, Invoice Number 3 in the amount of \$35,741.04, Invoice Number 4 in the amount of \$38,349.56 and Invoice Number 5 in the amount of \$34,186.03 all from the LPA Group/Baker, as well as Pay Request Number 4 in the amount of \$115,137.86 and Pay Request Number 5 in the amount of \$126,922.03, both from Arnco, which were for the ARFF Facility Construction Project at Space Coast Regional Airport. Discussion Continued.

Mr. Sansom called for a motion to approve the invoices. Mr. Carswell made a motion. Dr. Hosley seconded. Discussion continued.

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

**Item D – Discussion and Consideration of a 90-Day Extension to Current Engineering Contract to Allow Enough Time for Selection of Firms for General Consulting Services for the Titusville-Cocoa Airport Authority**

Mr. Powell gave a brief overview of the item, stating that Staff had allowed 30 days for advertisement and 30 days to review submittals of the Request for Qualifications, in addition to extra time. Mr. Powell explained that that it was okay to continue with the current engineering firms as long as they weren't new projects.

Mr. Carswell made a motion to accept the extension. Ms. Clifford seconded. Mr. Sansom called the question. There were no objections. Motion passed.

**Information Section****Executive Director Report**

Mr. Powell gave an update on the permitting issue, stating that Staff had met with the City of Titusville and the County with their concerns and that they were going to come up with ways to streamline the permitting process and submit those proposals to the Airport Authority. Mr. Powell stated that Staff left that meeting with the impression that there would be a response within 30 days, which did not happen. Mr. Powell stated that the City Manager did respond stating that they were getting a document together. Mr. Powell also stated that Mr. Mel Scott, from the County Attorney's office had called him and stated that they had shared some ideas with Mr. Pickles.

Mr. Pickles explained that at the initial meeting in August, the City and County agreed to offer alternatives, but there was no response. Mr. Pickles stated that by October he had recommended that Airport Authority Staff generate a letter. Mr. Pickles stated that the response to that letter from the City was that they would work with the Airport Authority. Mr. Pickles stated that he felt the County was supposed to take the lead and did not, stating that the City Attorney had been fairly responsive. Mr. Pickles stated that at this point the Authority could continue with their plan and move forward with the consultant or could take the City at their word that they would present a valid Interlocal Agreement for the Authority to consider. Mr. Pickles stated that if the Authority moved forward with the Building Department the potential loss could be the City and County could challenge them in court. Mr. Pickles recommended the Authority should at least consider seeing what the City has to say. Discussion continued.

Ms. Clifford stated that she felt the Authority should continue to pursue the Building Department. Mr. Sansom stated that the Authority's ultimate goal was to improve the process, and ultimately the Board worked for the County and the City. Discussion continued.

Mr. Sansom recommended that Staff should draft a response letter stating that the Authority was concerned that the letter from the City was too open ended with no clear deadline in sight and that if they didn't move quickly, the Authority would move forward with establishing their own Building Department/Permitting Authority. Mr. Pickles suggested that the County be copied on the letter. Discussion continued amongst the Board.

Mr. Powell gave a brief report on his October trip to Los Cruces, New Mexico for The International Symposium for Personal and Commercial Spaceflight.

Mr. Powell concluded his report.

**Attorney Report**

Mr. Pickles stated that his report was contained in the previous item.

**Check Register & Budget to Actual**

Mr. Powell reported that on the Budget to Actual on the 4<sup>th</sup> of September the year's budget was at 94.26% of the budget, so the Airport Authority did very well, especially understanding the overruns that Staff ran into; mainly water, which was 400%. Mr. Powell stated that the Authority put in a well to take care of that. Mr. Sansom stated that he would like to see the difference that it made. Mr. Sansom also stated that it would be beneficial to see if the Space Coast Regional Airport could be connected the City of Cocoa water supply, and asked Mr. Pickles to continue looking into that.

Mr. Sansom asked about the Energy Consortium's recent proposal of the feasibility to the Airport Authority to run a gas line at Space Coast Regional Airport. Mr. Powell explained that they wanted to know if there was interest in natural gas use. Discussion continued.

Mr. Sansom asked Mr. Powell to look into the minimum cost to put a gas line in for the future expansion.

**Administration & Project Reports**

Mr. Powell stated that the reports had been provided to the Board, and that there had been a few updates.

**Authority Members Report**

Ms. Patch stated that the Board should consider putting Wi-Fi access in at all of the airports. Mr. Sansom asked Mr. Powell to speak to Mr. Bassel Hatoum, the Airport Authority's independent IT technician.

Dr. Hosley reported that the Valiant Air Command Warbird Museum had been designated a National Certified Museum. Dr. Hosley also reported that there was an effort to put in an incubator for the Space Coast Technical Network. Discussion continued.

Mr. Sansom reported that the Authority had been very busy in the past few months meeting with Rocket Crafters and attempting to get them set up into a building at Space Coast Regional Airport. Mr. Sansom stated that there had been a few snags, but Staff and Rocket Crafters were moving forward.

**Public & Tenants Report**

Mr. Don White, President of the EAA at Merritt Island Airport, reported that The Young Eagles event was taking place on Saturday, and they expected it to be very successful. Mr. White reported that the Toys for Tots event would be held on December 8<sup>th</sup>, and all were welcome. Discussion continued.

**Adjournment**

Mr. Sansom adjourned the meeting at 10:20 p.m.

---

JERRY SANSOM, CHAIRMAN

---

VERONICA CLIFFORD, SECRETARY