

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on February 21, 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 L. Hosley, Vice-Chairman; Ms. Veronica Clifford, Secretary; Ms. Patricia Patch, Treasurer; Mr. Jay Stalrit; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq., Airport Attorney. Dr. Wasim Niazi and Mr. Harry Carswell 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. Ms. Patch made a motion to approve the Agenda as presented. Mr. Stalrit seconded. There were no objections. Motion Passed.

Appearances – None**Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. January 17, 2013 – Regular Meeting****Item B – A Resolution Approving an FDOT Grant for the Reconstruction and Expansion of the West Apron at Space Coast Regional Airport****Item C - A Resolution Approving an FAA Grant for the Reconstruction and Expansion of the West Apron at Space Coast Regional Airport****Item D - A Resolution Approving an FDOT Grant for the Design Portion of the RSA Compliance and Shoreline Stabilization Project at Merritt Island Airport****Item E - A Resolution Approving an FAA Grant for the Design Portion of the RSA Compliance and Shoreline Stabilization Project at Merritt Island Airport**

Mr. Sansom called for a motion to approve the Consent Agenda. Mr. Stalrit 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 the Annual Audit Performed by Davies, Houser & Secrest

Mr. Powell gave a brief overview of the item, and then turned the floor over to Mr. Steve Ellis from Davies, Houser and Secrest.

Mr. Ellis presented the audit to the Board for the year ending September 30, 2012, stating that the financial statements were fairly presented and that they had complied with generally accepted accounting principles. Mr. Ellis went through the audit, covering adjustments, internal control observation and financial statement highlights. In closing Mr. Ellis reminded the Board that the Airport Authority took no taxes from the county. Discussion continued.

Ms. Patch made a motion to accept the audit as presented. Mr. Stalrit 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. Powell turned the floor over to Mr. Pendleton.

Mr. Pendleton presented Invoice Number 13006 in the amount of \$4,230, Invoice Number 13007 in the amount of \$1,343.61, and Invoice Number 13017 in the amount of \$3,300, all from Airport Engineering Company, in addition to Pay Application Number 1 in the amount of \$62,107.20 from Great Southern Contractors, which were for the Roof Replacement Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice Number 13021 in the amount of \$5,500 from Airport Engineering Company, which was for the T-Hangar Taxi Lane Rehabilitation Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice Number 49779 in the amount of \$14,231.55 from Karl Thorne Trucking and a City of Titusville Permit Application Receipt in the amount of \$2,050, which were for the West Side Land Clearing Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice Number 13003 in the amount of \$5,000, Invoice Number 13004 in the amount of \$7,926, Invoice Number 13005 in the amount of

\$3,933, Invoice Number 13021 in the amount of \$5,500, Invoice Number 13018 in the amount of \$5,600, Invoice Number 13019 in the amount of \$3,540 and Invoice Number 13020 in the amount of \$12,643.25, all from Airport Engineering Company, in addition to Pay Application Number 2 in the amount of \$748,969.15 from P&S Paving, which were for the Taxiway 'B' Rehabilitation Project at Space Coast Regional Airport.

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

Item C – 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 Pay Request Number 13 in the amount of \$22,929.69 and Pay Request Number 7 in the amount of \$36,695.99, both from LPA/Baker, in addition to Pay Application Number 7 in the amount of \$79,161.82 and Pay Application Number 8 in the amount of \$126,887.31, both from Arnco Construction, which were for the ARFF Facility Construction Project at Space Coast Regional Airport.

Mr. Russell presented Pay Request Number 4 in the amount of \$15,572.13 from LPA/Baker and a Receipt from Florida Today for Bid Advertising in the amount of \$335.30, which were for the ARFF Vehicle Procurement at Space Coast Regional Airport.

Mr. Russell presented Pay Request Number 5 in the amount of \$35,265.24 from LPA/Baker and a Receipt from Florida Today for Bid Advertising in the amount of \$430.23, which were for the Security System Improvements at all airports. Discussion continued.

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

Information Section

CEO Report

Mr. Powell reported that there were several interested parties looking to relocate to Space Coast Regional Airport.

Mr. Powell reported that he had been a guest speaker on a panel for a Spaceport Panel Discussion hosted by the SEDC the previous day, stating that it was very well attended.

Mr. Powell reported that an international magazine, FDI, had given an award for Best Headquarters Project to the Rocketcrafters relocation to Space Coast Regional Airport. Mr. Sansom added that the award was given to the Economic Development team, and read part of the article to the Board. Mr. Sansom also read a statement from Mr. Ron Jones of Rocketcrafters regarding the article. Mr. Sansom added that Rocketcrafters would be moving into a wing of the Airport Administration Building temporarily starting April 1, 2013. Discussion continued.

Mr. Sansom discussed the progress of the Spaceport Territory Bill.

Ms. Clifford entered the meeting at 9:39 a.m.

Mr. Sansom asked if there was any response regarding the Request for Information on Shuttle Landing Facility. Mr. Powell replied that there was nothing as of yet. Discussion continued.

Mr. Powell reported that everything was moving forward and in full swing for the Airshow coming up in March at the Space Coast Regional Airport. Mr. Powell stated that three-quarters of the land clearing should be finished so it could be used for parking. Discussion continued.

Mr. Sansom asked about the progress on the Permitting Ordinance with the City of Titusville. Mr. Powell responded that the ordinance had passed and Mr. Pickles was working with the County to get the same thing going. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles continued the discussion on the Permitting Ordinance, stating that the next step was to present cost comparisons. Mr. Pickles stated that Staff would work with LPA/Baker to get that together, and that it would need to be put into an Interlocal Agreement.

Mr. Pickles stated that KB Homes had been notified of the pending lawsuit and had been given until March 1 to respond.

Mr. Powell reported that the new road project for Rocketcrafters, which was being partially funded by FDOT through the Governor's Road Fund, had been put under stipulation that there would be no reimbursement issued until buildings started to go vertical. 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 updates had been provided.

Authority Members Report

Dr. Hosley stated that BCC really wanted to develop an aerospace program and others could be brought into the program. Discussion continued.

Mr. Sansom stated that UCF would like to be involved in Rocketcrafter's technology, and he believed once Rocketcrafters got their "boots on the ground" other companies would follow, adding that there were tremendous opportunities here.

Ms. Clifford asked why insurance had gone up. Mr. Powell stated that it was because the Airport Authority had new facilities. Ms. Debbie Jimenez stated that some of the insurance would be reimbursed by the tenants. Discussion continued.

Dr. Hosley discussed flight demonstrations in Brevard County for unmanned aircraft, stating that Staff should have discussions with Space Florida to see how the Airport Authority could be prepared for that. Discussion continued.

Mr. Sansom stated that he may have to call in for the next two meetings due to the fact that he may be in Tallahassee.

Mr. Powell stated that the County EDC seemed interested in contributing to 25% of the Spaceport License Application costs, adding that it would go to the next committee meeting. Mr. Sansom stated that Staff had requested 50% from Space Florida and asked Mr. Powell to follow up on that request. Discussion continued.

Public & Tenants Report

Mr. Sansom asked if there had been an ownership change at the FBO at Merritt Island Airport. Mr. Powell stated that a new company wanted to operate the flight school portion of the FBO. Mr. Powell added that he had requested formal documentation. Discussion continued.

Mr. Sansom stated that he had received a request regarding access to fuel at Merritt Island Airport and that there was an apparent issue with the nozzle at the current fuel farm. Mr. Powell stated that Airport Authority Staff had not been notified of that. Mr. Sansom asked Mr. Powell to have the issue checked into.

Mr. Powell stated that Rocketcrafters Suborbital Transport Group was working with the FAA to come up with an all-encompassing study to operate a spaceport. Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 10:37 a.m.

JERRY SANSOM, CHAIRMAN

VERONICA CLIFFORD, SECRETARY