



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
APRIL 17, 2014 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. March 20, 2014 - Regular Meeting
- 2. March 27, 2014 - Special Meeting

- VII. OLD BUSINESS: NONE
- VIII. NEW BUSINESS:

- a. Discussion and Consideration of the Proposed 2014 - 2015 Fiscal Year Budget

NEXT REGULARLY SCHEDULED AUTHORITY MEETING IS TENTATIVELY SCHEDULED FOR
May 15, 2014 AT 8:30 A.M.
ADDITIONAL INFORMATION ON AGENDA ITEMS CAN BE OBTAINED BY CONTACTING 267-8780.

- b. Discussion and Consideration for a Modification to a Binding Development Plan to a Proposed Fly-in Community in Proximity to COI
- c. Discussion and Consideration of a Proposed Non-Exclusive Access Easement at TIX
- d. Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by Airport Engineering Company and Contractors Regarding Current Projects
- e. 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
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: April 17, 2014

ITEM DESCRIPTION - NEW BUSINESS ITEM A

Discussion and Consideration of the Proposed 2014 - 2015 Fiscal Year Budget

BACKGROUND

The Titusville-Cocoa Airport Authority annually submits a tentative fiscal year budget to Brevard County to begin the budget process. Slight changes to the Budget will still be necessary as the Airport Authority still has not received all updated numbers from the County regarding items such as employee insurance, Florida retirement, solid waste, assessment fees, redevelopment fees, etc.

ISSUES

The Titusville-Cocoa Airport Authority operates on an Operations and Maintenance Budget (O & M) and is self-sustaining for daily operations. The Airport Authority receives no Ad Valorem taxes.

ALTERNATIVES

The Airport Authority Board could approve or disapprove the proposed Budget as presented and request a modification.

FISCAL IMPACT

The overall proposed 2014 - 2015 Fiscal Year Budget is a total of \$2,251,944.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) approve the proposed 2014 - 2015 Fiscal Year Budget, which excludes any Ad Valorem taxes, for submittal to the County, and (2) authorize an Authority Officer or the CEO 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: April 17, 2014

ITEM DESCRIPTION - NEW BUSINESS ITEM B

Discussion and Consideration for a Modification to a Binding Development Plan to a Proposed Fly-in Community in Proximity to COI

BACKGROUND

Brevard County executed a Binding Development Plan on May 16, 2006 with River Fly-in, LLC (Dr. Wasim Niazi) for Property located on the south side of Cone Road, ¼ mile east of Plumosa Street, just to the north, northeast of Merritt Island Airport.

To meet the desires of the Titusville-Cocoa Airport Authority and the County Commission, the developer agreed to a Declaration of Covenants, Waiver of Claims, and an Avigation Easement. The development was further restricted to persons who hold non-revoked pilot certifications issued by the FAA, their spouses or their surviving relatives.

ISSUES

A public hearing will be held by the Planning and Zoning Board on Monday, May 5, 2014 and on May 29, 2014 a public hearing will be held by the Board of County Commissioners on the request for a modification to the Binding Development Plan.

Dr. Niazi will give a brief presentation to provide more details as to the request and Mr. Pickles will provide a bit more history for the Board.

ALTERNATIVES

The Board could decide to support, not support, or request some other action to the request for a modification to a Binding Development Plan to a proposed fly-in community in proximity to COI.

FISCAL IMPACT

There would be no additional impact.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) support, not support, or request some other action to the request for a modification to a Binding Development Plan to a proposed fly-in community in proximity to COI and (2) authorize an Authority Officer or the CEO 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: April 17, 2014

ITEM DESCRIPTION - NEW BUSINESS ITEM C

Discussion and Consideration of a Proposed Non-Exclusive Access Easement at TIX

BACKGROUND

In support of Eckler's development to the south east of TIX along Grissom Parkway, the Airport Authority needs to allow a non-exclusive access agreement through our property for the property directly to the south of ours and east of Grissom so Brevard County will allow a median cut to be moved in lien with Ecklers' entrance and ultimately align with the Authority's new alignment of Perimeter Road.

ISSUES

The issue has become time-sensitive and Ecklers need this easement finalized before the County will allow the project to continue uninterrupted.

Mr. Pickles has been working on the Easement language with Ecklers and the County Staff and may have additional details.

There will also be a representative for Ecklers in attendance to answer any questions.

ALTERNATIVES

The Authority Board could approve, disapprove, or request some modification to the Easement language

FISCAL IMPACT

No additional fiscal impact identified at this time.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) Approve the Proposed Non-Exclusive Access Easement 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: April 17, 2014

ITEM DESCRIPTION - NEW BUSINESS ITEM D

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: April 17, 2014

ITEM DESCRIPTION - NEW BUSINESS ITEM E

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.