

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on May 19, 2011 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; Ms. Patricia Patch, Vice Chair/Treasurer; Ms. Veronica Clifford, Secretary; Mr. Al Elebash; Mr. Jay Stalrit; Mr. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney. Dr. Wasim Niazi was absent.

Call to Order

Mr. Jerry 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. Ms. Clifford seconded. There were no objections. Motion passed.

Appearances – None**Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. April 21, 2011 – Regular Meeting**

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

Old Business – None**New Business****Item A – Discussion and Consideration of a Grant for a New Aircraft Rescue and Fire Fighting (ARFF) Station at Space Coast Regional Airport**

Mr. Powell gave a brief overview of the item and asked for the Board's consideration to support the project. Mr. Powell explained that ARFF was necessary not only from a marketing perspective but it was also needed in order for

Bristow Academy to expand their operations. Discussion continued amongst the Board.

Ms. Patch made a motion to approve. Mr. Elebash seconded. Discussion continued.

Ms. Clifford asked about ARFF vehicles and staffing issues. Mr. Powell explained that an ARFF vehicle was being donated to the Airport Authority by Sanford Airport. Mr. Powell also discussed having the ARFF staffed by the Airport Authority due to the fact that the City of Titusville wasn't sure they could staff it. Mr. Powell explained that some Airport Authority staff could go through training and that three Facilities Technicians had already gone through some training. Discussion continued.

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

Item B – Discussion and Consideration of a Grant for a Security Assessment for the Airport Authority's Three Airports

Mr. Powell gave a brief overview of the item stating that security and safety were top priorities for grant funding. Discussion continued.

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

Item C – Discussion and Consideration of a Supplement to a Grant for Safety Area Improvements and an Emergency Vehicle Access Road at Arthur Dunn Airpark

Mr. Powell gave a brief overview of the item stating that an emergency road at Arthur Dunn Airpark which started off to be a fifteen foot wide stabilized surface, turned into a 75 foot wide area with retention ponds due to requirements by the City of Titusville and the St. John's Water Management District (SJWMD). Mr. Powell stated that this added to the cost of the road and in turn required additional grant funding.

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

Item D – Discussion and Consideration of the Damaged House at 714 N. Old Dixie Avenue Near Arthur Dunn Airpark

Mr. Powell gave a brief overview of the item stating that the insurance adjustors said the cost to repair the house shouldn't be as high as the quotes from contractors, and that Staff was seeking direction from the Board as to whether the house should be torn down or repaired. Discussion continued.

Mr. Elebash stated that he felt the Authority should hire a consultant in order to get a reasonable settlement from the insurance company. Discussion continued.

The Board discussed the cost of keeping the house vs. tearing it down, and how much revenue it would actually bring in.

Ms. Patch made a motion to have the house torn down. Ms. Clifford seconded. Discussion continued.

Mr. Pickles stated that it would be best to leave the house up and negotiate a deal with the insurance company, possibly with a consultant, and once it was settled have the house torn down. Discussion continued amongst the Board.

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. Powell gave a brief overview of the item and turned the floor over to Mr. Pendleton. Mr. Pendleton stated that in the next week there would be final inspections on five projects.

Mr. Pendleton presented Invoice No. 11050 in the amount of \$1,237.50 to Airport Engineering which was for RPR services for the Phase B Airport Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Invoice No. 11077 in the amount of \$2,233 to Airport Engineering which was for construction and quality assurance testing for the Phase B Airport Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Invoice No. 11068 in the amount of \$4,140 to Airport Engineering which was for engineering services for the Phase B Airport Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Invoice No. 11072 in the amount of \$800 to Airport Engineering which was for surveying for the Phase B Airport Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Pay Request No. 6 in the amount of \$12,142.35 to KCF Site Development which was for the Phase B Airport Improvements Project at Arthur Dunn Airpark.

Mr. Pendleton presented Invoice No. 11067 in the amount of \$26,360 to Airport Engineering which was for professional services for the Bristow Site Improvements at Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 11071 in the amount of \$2,540 to Airport Engineering which was for permit fees for the Bristow Site Improvements at Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 11053 in the amount of \$2,750 to Airport Engineering which was for RPR services for the Runway 9 Safety Area Improvements Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 11052 in the amount of \$2,187 to Airport Engineering which was for basic services for the Runway 9 Safety Area Improvements Project at Space Coast Regional Airport.

Mr. Pendleton presented Pay Request No. 4 in the amount of \$31,285.64 to KCF Site Development which was for the Runway 9 Safety Area Improvements Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 11076 in the amount of \$2,062.50 to Airport Engineering which was for RPR services for the South Apron Security Lighting Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11075 in the amount of \$1,700 to Airport Engineering which was for 50% of services complete for the South Apron Security Lighting Project at Merritt Island Airport.

Mr. Pendleton presented Pay Request No. 1 in the amount of \$10,743.91 to Advanced Utility Services which was for the South Apron Security Lighting Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11054 in the amount of \$2,160 to Airport Engineering which was for 80% services completed for the Northwest Taxilane & Aircraft Parking Project at the Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11074 in the amount of \$2,497 to Airport Engineering which was for quality assurance testing for the Northwest Taxilane & Aircraft Parking Project at the Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11073 in the amount of \$3,052.50 to Airport Engineering which was for RPR services for the Northwest Taxilane & Aircraft Parking Project at the Merritt Island Airport.

Mr. Pendleton presented Pay Request No. 3 in the amount of \$52,197.07 to KCF Site Development which was for the Northwest Taxilane & Aircraft Parking Project at the Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11069 in the amount of \$2,040 to Airport Engineering construction services for the Facilities Rehabilitation Project at Merritt Island Airport.

Mr. Pendleton presented Pay Request No. 5 in the amount of \$64,389.60 to Loyd Contracting for the Facilities Rehabilitation Project at Merritt Island Airport.

Mr. Pendleton presented Pay Request No. 6 in the amount of \$37,588.54 to Loyd Contracting for the Facilities Rehabilitation Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11043 in the amount of \$700 to Airport Engineering which was for surveying for the 6 Unit Box Hangar Construction Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11051 in the amount of \$1,740 to Airport Engineering which was for basic engineering services for the 6 Unit Box Hangar Construction Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11019 (Corrected) in the amount of \$870 to Airport Engineering which was for engineering services for the 6 Unit Box Hangar Construction Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11070 in the amount of \$1,190 to Airport Engineering which was for permitting fees for the 10 Unit T-Hangar Construction Project at Space Coast Regional Airport.

Mr. Pendleton concluded his presentation. Mr. Stalrit made a motion to approve all invoices. Dr. Hosley seconded. Discussion continued.

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

Item F – Discussion by Mr. Rob Hambrecht of Recent Invoiced Costs by the LPA Group, Inc. and Contractors Regarding Current Projects

Mr. Powell gave a brief overview of the item and turned the floor over to Mr. Hambrecht.

Mr. Hambrecht presented Invoice No. 20 in the amount of \$40,450.16 to the LPA Group for the Administration Building Project at Space Coast Regional Airport.

Mr. Hambrecht presented Contractor Pay Request No.16 in the amount of \$212,809.84 to Johnson-Laux for the Administration Building Project at Space Coast Regional Airport.

Mr. Hambrecht presented Contractor Pay Request No.17 in the amount of \$88,258.58 to Johnson-Laux for the Administration Building Project at Space Coast Regional Airport.

Mr. Hambrecht presented Invoice No. 1 in the amount of \$19,503.37 to the LPA Group, Inc. which was for the Administration Building Apron Project at Space Coast Regional Airport.

Mr. Hambrecht presented Pay Request No. 1 in the amount of \$96,898.52 to Carlo Construction which was for the Administration Building Apron Project at Space Coast Regional Airport.

Mr. Elebash made a motion to approve the invoices. Ms. Clifford seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Information Section

Executive Director Report

Mr. Powell thanked the Board for all of their help and commended Airport Authority Staff and the consultants for doing an excellent job.

Mr. Powell announced the June 16, 2011 ribbon cutting for the Administration Building and the Valiant Air Command Hangar at Space Coast Regional Airport.

Mr. Powell reported that the Airport Authority finally obtained Certificates of Occupancy for the Portable Buildings at Merritt Island Airport. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles discussed a time frame for the process of having the Airport Authority become an independent permitting entity. Mr. Pickles asked that the Board authorize Staff to send a notification of their intent to the City of Titusville and the County. Mr. Pickles also stated that the Board would need to pass a resolution to engage a consultant and decide on a "not to exceed" amount at the same time. Mr. Pickles stated that the Authority could then put out a Request for Proposals for the consultant by July and implement everything by August. Discussion continued.

Ms. Patch made a motion to have Mr. Pickles write a notice letter. Mr. Stalrit seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Mr. Pickles concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that everything was in line.

Administration & Project Reports

Mr. Powell stated that the Project Report had been updated with the ARFF Project.

Authority Members Report

Dr. Hosley discussed the Harris Corporation's involvement with unmanned vehicles.

Mr. Sansom commended Staff and the Consultants for their hard work and stated that the community would be appreciative for the opportunities the Airport Authority was bringing.

Public & Tenants Report

Mr. Tony Yacono from the Merritt Island Airport thanked the Airport Authority staff for getting the Certificates of Occupancy for the portable buildings. Mr. Yacono reported that the most recent Young Eagles event was once again a big success and that the Civil Air Patrol was a tremendous help. Mr. Yacono reported he would be working with several youth programs very soon.

Adjournment

Mr. Sansom adjourned the meeting at 10:05 a.m.

JERRY SANSOM, CHAIRMAN

PATRICIA PATCH, VICE CHAIR