



Mr. Jerry Sansom, Chairman
Mr. Jay Stalrit, Vice Chairman
Mr. Milo Zonka, Treasurer
Mr. Harry Carswell, Secretary
Dr. Wasim Niazi
Dr. Dave Hosley
Dr. John Leavitt

355 Golden Knights Blvd. ✈ Titusville, Florida 32780
321.267.8780 ✈ fax: 321.383.4284 ✈ mpowell@flairport.com

AGENDA
REGULAR MEETING

SEPTEMBER 21, 2017 AT 4:00 P.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. August 17, 2017 - Regular Meeting
 - 2. August 17, 2017 - First Budget Hearing
- VII. OLD BUSINESS: None
- VIII. NEW BUSINESS:
 - a. Discussion and Consideration to Modify an Amendment to a Lease at TIX
 - b. Discussion and Consideration of an Extension to the Short Term Lease for Building 51 at TIX
 - c. Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International and Contractors Regarding Current Projects

NEXT REGULARLY SCHEDULED AUTHORITY MEETING IS TENTATIVELY SCHEDULED FOR
OCTOBER 19, 2017 AT 8:30 A.M.
ADDITIONAL INFORMATION ON AGENDA ITEMS CAN BE OBTAINED BY CONTACTING 267-8780.

XI. INFORMATION SECTION:

- a. Chief Executive Officer Report
- b. Attorney Report
- c. Check Register & Budget to Actual
- d. 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

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on August 17, 2017 at 4:00 p.m. at the Titusville - Cocoa Airport Authority Office at 355 Golden Knights Boulevard, Titusville, FL. The following members were present: Mr. Jerry Sansom, Chairman; Mr. Milo Zonka, Treasurer; Mr. Harry Carswell, Secretary; Dr. Wasim Niazi; Dr. David Hosley; Dr. John Leavitt; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Victor Watson, Esq. Dr. John Leavitt was in attendance via teleconference. Mr. Jay Stalrit, Vice Chairman, 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 asked if there were any changes or additions to the Agenda. Seeing none, Mr. Sansom called for a motion. Mr. Zonka made a motion to approve the Agenda as amended. Mr. Carswell seconded. Mr. Sansom called the question. There were no objections. Motion Passed.

Appearances – None**Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. July 20, 2017 – Regular Meeting**

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

Old Business – None**New Business****Item A – Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International & Contractors Regarding Current Projects**

Mr. Powell gave an overview of the item and turned the floor over to Mr. McDaniel.

Mr. McDaniel presented Invoice Number 2 in the amount of \$5,314.54, from Michael Baker International, which was for the Runway End Identifier Lights Project at Space Coast Regional Airport.

Mr. McDaniel gave a brief update on the progress of the REILS Project stating that it was currently in the bidding process. Mr. McDaniel stated that there was a lot of lighting projects in the works at the moment, and that he had been reaching out to multiple contractors who may be interested, but if the Airport Authority didn't get enough bids to award the project, the money would come back in March. Discussion continued.

Mr. McDaniel presented invoice Number 7 in the amount of \$22,268.82 from Michael Baker International, which was for the North Area Security & Infrastructure Project at Merritt Island Airport. Mr. McDaniel gave a brief update on the project. Discussion continued.

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

Mr. McDaniel discussed updates on the Spaceport License, stating that he and Airport Authority Staff had a good conference call with the FAA, and they were able to keep all three concepts. Mr. McDaniel explained that they removed the test stand language, which eliminated a lot of the comments that were holding up the process and that The Airport Authority really didn't lose anything. Mr. McDaniel stated they were working on the submittal right now, and if the submittal was accepted without any additional comments the next step would be a public meeting in about 30-60 days, followed by the six month timeclock. Discussion continued.

Mr. Powell stated that Millsource, the company that was going to lease property from the Airport Authority on the other side of Grissom for a retention pond, had run into some issues with the FAA. Mr. Powell stated that the FAA changed the minimums for Runway 9 at TIX and did not notify anyone of the change, which affected Millsource's planned expansion. Mr. Powell stated that he had heard that the FAA had done this all over the state. Mr. McDaniel stated that they had done everything they could to help, and had reached out to the ADO which was discussing the issue. Discussion continued.

The Board asked Mr. Powell to maybe reach out to Congressman Posey on behalf of Millsource, if needed, so they could move forward with their building. Discussion continued.

Information Section

CEO Report

Mr. Powell reported that a government contractor came in the day before looking for a large hangar and also that he was having a meeting the next day at City Hall

with someone that was looking at the possibility for 4 acres ultimately going to 200 acres, which didn't necessarily need direct airfield access.

Dr. Hosley asked if Space Coast Regional Airport was getting an increase in executive air traffic due to what was going on with Exploration Park. Mr. Powell stated that there was a lot coming in, but he couldn't say if it was directly tied to that. Mr. Sansom suggested that Mr. Powell, at some point, may want to create a report detailing how the expanded apron at Space Coast Regional Airport had benefited the airport. Mr. Powell stated that he would collect some information from the FBOs. Discussion continued.

Mr. Powell reported that Mr. Watson had an agreement for the Real Estate Contractor that looked good.

Mr. Powell reported that the Request for Qualifications had been advertised for Legal Services.

Dr. Hosley asked about the Golf Range at Arthur Dunn. Mr. Powell stated that it was going well and that the new lessee was doing all the work and the driving range looked great.

Dr. Hosley asked about the building for lease on Singleton near the Arthur Dunn Airpark. Mr. Powell stated that Staff was waiting on a determination from the FAA, explaining that the FAA had told the Airport Authority to tear the building down, but Staff felt it was a good revenue source and was trying to resolve the issues.

Dr. Niazi asked Mr. Powell about the dip in the runway at Merritt Island Airport stating that he was very concerned about it. Mr. McDaniel stated that Michael Baker would start the design in January of 2018 and bid the project out in April of 2018. Discussion continued.

Mr. Powell asked Ms. Debbie Marino, Operations and Safety Manager, if the FDOT had any concerns about the dip when they inspected the runway. Ms. Marino stated that they did not have any concerns. Discussion continued.

Mr. Sansom suggested that maybe Staff could put visual indicator in place that didn't formally change anything that would help people know where it was. Mr. McDaniel stated that the aiming point markings actually did that already. Discussion continued.

Mr. Powell stated that maybe Staff could work with FDOT and FAA to try and move the project date up. Discussion continued.

Mr. McDaniel stated that the RSA Project at Merritt Island won another award from Engineering News Record as the Top Project of 2017. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Watson stated that he was working on the Real Estate Contract.

Mr. Watson concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that the reports were provided and would be happy to answer any questions anyone may have on them.

Administration & Project Reports

Mr. Powell stated that there were a few updates on upcoming projects.

Authority Members Report

Dr. Leavitt stated that he had heard from people that they were very happy about the updates to the restroom. Dr. Leavitt asked if the Civil Air Patrol was replacing their trailer building at Space Coast Regional Airport. Mr. Powell stated that the CAP was trying to acquire a newer trailer and were going to have the other one removed. Discussion continued.

Dr. Hosley stated that Arthur Dunn Airpark looked great and thanked the Facilities staff for doing such a good job.

Public & Tenants Report – None**Adjournment**

Mr. Sansom adjourned the meeting at 4:56 p.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY

TITUSVILLE – COCOA AIRPORT AUTHORITY

The First Budget Hearing of the Titusville - Cocoa Airport Authority was held on August 17, 2017 at 5:01 p.m. at the Titusville - Cocoa Airport Authority Office at 355 Golden Knights Boulevard, Titusville, FL. The following members were present: Mr. Jerry Sansom, Chairman; Mr. Milo Zonka, Treasurer; Mr. Harry Carswell, Secretary; Dr. Wasim Niazi; Dr. David Hosley; Dr. John Leavitt; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Victor Watson, Esq. Dr. John Leavitt was in attendance via teleconference. Mr. Jay Stalrit, Vice Chairman, was absent.

Call to Order

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

Consideration of Tentative 2017-2018 Fiscal Year Budget

Mr. Powell briefly presented the proposed budget, stating that this was the first public hearing of two, and that this budget had been presented to the Board in April and July of 2017. Mr. Powell stated that the budget being presented today, was the same one that had been presented in July.

Mr. Sansom stated that the Airport Authority was not asking for any millage from the County.

Mr. Sansom asked if the public would like to comment on the budget. Seeing no public comment Mr. Sansom brought the budget back to the Board.

Mr. Sansom called for a motion. Mr. Zonka made a motion to approve the budget as presented. Mr. Carswell seconded. Mr. Sansom called the question. All voted aye. Motion passed.

Adjournment

Mr. Sansom adjourned the meeting at 5:05 p.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY



TIX → SPACE COAST REGIONAL AIRPORT
COI → MERRITT ISLAND AIRPORT
X2I → ARTHUR DUNN AIRPARK

355 Golden Knights Blvd. → Titusville, Florida 32780 → 321.267.8780 → fax: 321.383.4284 → email: admins@fairport.com

MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer

DATE: September 21, 2017

ITEM DESCRIPTION - NEW BUSINESS ITEM A

Discussion and Consideration to Modify an Amendment to a Lease at TIX

BACKGROUND

Spaceport Avionics Services, Inc. had previously requested to lease an additional 1.75 acres of land in direct proximity to their current leasehold at TIX for further development several months ago, but unforeseen circumstances hindered the development from moving forward.

Spaceport Avionics Services, Inc. wishes to ask the Board to modify their initial Amendment request to reduce the amount of land to what they are using to park additional aircraft only - back to the original date the Amendment was approved by the Board, at least until the new potential development can get back on track.

Spaceport Avionics has only ever used the area currently being requested and asks the Board for consideration to pay the lesser amount back to the initial Amendment approval. That would be a reduction of a little over \$7,200 for the past six months.

ISSUES

The area identified is immediately southeast of Spaceport Avionics' Building 27 leasehold at TIX and would provide additional room for them to park additional aircraft.

ALTERNATIVES

The Board could allow, not allow, or offer some other modification to the terms of the Amendment for Spaceport Avionics.

FISCAL IMPACT

The previous monthly amount was \$1,461.08, plus any applicable taxes, and the new reduced amount for less area would be 12,950 sq.ft. X \$.23 sq.ft. = \$2,978.50 annually, or \$248.21 monthly, plus any applicable taxes.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) approve the modification to the Amendment to the Lease for Spaceport Avionics, and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.

Below is the area we are using and want to include in our lease.



Respectfully submitted

Buck Crenshaw
VP
Spaceport Avionics Services, Inc.

Michael Baker International
 1718 GRADY ROAD, SUITE 2110
 JACKSONVILLE, FLORIDA 32218
 PHONE: (904) 380-7900
 CORPORATE LICENSE NUMBER 28841

TITUSVILLE-KONA AIRPORT
 MERRITT ISLAND AIRPORT

TITUSVILLE AIRPORT
 Spaceport Avionics/Pending development

EXHIBIT 1

NA
2017
2017
2017

FEBRUARY 2017

Image courtesy of USGS Earthstar Geographics SIO © 2017 Microso



TIX → SPACE COAST REGIONAL AIRPORT
COI → MERRITT ISLAND AIRPORT
X2I → ARTHUR DUNN AIRPARK

355 Golden Knights Blvd. → Titusville, Florida 32780 → 321.267.8780 → fax: 321.383.4284 → email: admins@flairport.com

MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer

DATE: September 21, 2017

ITEM DESCRIPTION - NEW BUSINESS ITEM B

Discussion and Consideration of an Extension to the Short Term Lease for Building 51 at TIX

BACKGROUND

There is an opportunity to extend the short term lease on Building 51 out to Global Aviation Management, Inc for another six months, with one six month extension, if needed.

ISSUES

This proposed extension to the short term lease for another six months, with an option for another six months will simply allow more time to work on several aircraft as well as continue to house the F-86 Sabreliner in Building 51, freeing up some much needed room at the VAC as they working on several aircraft.

ALTERNATIVES

The Airport Authority Board could decide not to approve the proposed short term lease extension.

FISCAL IMPACT

The fiscal impact to the Airport Authority would be \$2,500 a month for six additional months, with another six month option, if needed.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) approve the proposed extension of the short term lease for Building 51 at TIX, 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: September 21, 2017

ITEM DESCRIPTION - NEW BUSINESS ITEM C

Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International and Contractors Regarding Current Projects

BACKGROUND

Michael Baker International 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. Aaron McDaniel, of Michael Baker International, 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 International and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.

Michael Baker
INTERNATIONAL

MICHAEL BAKER INTERNATIONAL, INC.

12740 Gran Bay Parkway West
Suite 2110
Jacksonville, FL 32258
904-380-2500
Billing (803) 231-4014

AUGUST 24, 2017

TITUSVILLE-COCOA AIRPORT AUTHORITY
355 GOLDEN KNIGHTS
TITUSVILLE, FL 32780

INVOICE NO. 988369
BAKER PROJECT NO. 161439
REQUEST NO. 01

RE: PORT-A-PORT HANGAR REPLACEMENT

FOR FEES BILLED THROUGH JULY 30, 2017

CONTRACT VALUE		<u>INVOICED THIS PERIOD</u>	<u>INVOICED TO DATE</u>
<u>BASIC SERVICES</u>			
PHASE 1 - 60% DESIGN			
10% COMPLETE OF	\$82,066.00	\$8,206.60	\$8,206.60
PHASE 2 - BID SET			
0% COMPLETE OF	\$26,798.00	\$0.00	\$0.00
PHASE 3 - BIDDING PHASE			
0% COMPLETE OF	\$4,736.00	\$0.00	\$0.00
PHASE 4 - SPECIAL SERVICES			
0% COMPLETE OF	\$7,000.00	\$0.00	\$0.00
SUB - CONSULTANT - KEITH AND ASSOCIATES			
TOPOGRAPHIC AND UTILITY SURVEY	\$5,500.00	\$0.00	\$0.00
SUB - CONSULTANT CAL-TECH			
GEOTECHNICAL INVESTIGATION	\$5,000.00	\$0.00	\$0.00
TOTAL EARNINGS		\$8,206.60	\$8,206.60
AMOUNT DUE THIS INVOICE			\$8,206.60

Electronic Remittance

MICHAEL BAKER INTERNATIONAL, INC.

CITIZENS BANK

ABA: 036-076-150

Account No.: 6101710975

SWIFT: CTZIUS33

Check Remittance

PO BOX 536408

PITTSBURGH, PA 15253-5906

Michael Baker
8/28/17

Michael Baker
INTERNATIONAL

MICHAEL BAKER INTERNATIONAL, INC.

12740 Gran Bay Parkway West

Suite 2110

Jacksonville, FL 32258

904-380-2500

Billing (803) 231-4014

AUGUST 14, 2017

TITUSVILLE-COCOA AIRPORT AUTHORITY
355 GOLDEN KNIGHTS
TITUSVILLE, FL 32780

INVOICE NO. 987411
BAKER PROJECT NO. 159690
REQUEST NO. 03

RE: RUNWAY END IDENTIFIER LIGHTS REPLACEMENT

FOR FEES BILLED THROUGH JULY 30, 2017

CONTRACT VALUE		<u>INVOICED THIS PERIOD</u>	<u>INVOICED TO DATE</u>
<u>BASIC SERVICES</u>			
PHASE 1 - 90% DESIGN			
100% COMPLETE OF	\$4,408.00	\$0.00	\$4,408.00
PHASE 2 - BID SET			
49% COMPLETE OF	\$4,092.00	\$887.39	\$2,014.33
PHASE 3 - BID PHASE SERVICES			
0% COMPLETE OF	\$4,100.00	\$0.00	\$0.00
PHASE 4 - CONSTRUCTION PHASE SERVICES			
0% COMPLETE OF	\$5,000.00	\$0.00	\$0.00
SUB - CONSULTANT - KEITH AND ASSOCIATES			
TOPOGRAPHIC AND UTILITY SURVEY	\$4,000.00	\$0.00	\$4,000.00
SUB - CONSULTANT - HILLERS			
SITE ELECTRICAL	\$12,200.00	\$0.00	\$0.00
SUB - CONSULTANT CAL-TECH			
QA CONSTRUCTION TESTING	\$800.00	\$0.00	\$0.00
TOTAL EARNINGS		\$887.39	\$10,422.33
AMOUNT DUE THIS INVOICE			\$887.39

Electronic Remittance

MICHAEL BAKER INTERNATIONAL, INC.

CITIZENS BANK

ABA: 036-076-150

Account No.: 6101710975

SWIFT: CTZIUS33

Check Remittance

PO BOX 536408

PITTSBURGH, PA 15253-5906

Michael Baker
8/24/17