

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on December 15, 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. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney. Dr. David Hosley, Jay Stalrit and Dr. Wasim Niazi 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. Clifford made a motion to approve the Agenda as presented. Mr. Elebash seconded. There were no objections. Motion passed.

Appearances – None**Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. November 17 – Regular Meeting****Item B – 2012 Proposed Board Meeting Schedule**

Mr. Sansom called for a motion to approve the Consent Agenda. Ms. Clifford made a motion to approve. Ms. Patch seconded. There were no objections. Motion passed.

Old Business – None**New Business****Item A – Discussion & Consideration of an Appointment to the Spaceport Commerce Park Authority Board**

Mr. Powell gave a brief overview of the item, stating that Dr. Hosley was currently sitting on the Spaceport Commerce Park Authority Board.

Mr. Elebash Made a motion to re-appoint Dr. Hosley. Ms. Patch seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Item B – Discussion & Selection of Airport Authority Board of Directors Officer Position

Mr. Powell gave a brief overview of the item. Ms. Patch nominated Mr. Elebash for Vice Chair. Mr. Sansom stated that Mr. Elebash's appointment would be ending shortly. Mr. Elebash made a motion to appoint Dr. Hosley as Vice Chair and continue as is with the rest of the appointments; Mr. Sansom as Chairman, Ms. Patch as Treasurer and Ms. Clifford as Secretary. Ms. Patch seconded. Discussion continued.

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

Item C – Discussion & Consideration of the Evaluations and Performance of the Executive Director Over the Past Year

Mr. Powell gave a brief overview of the item.

Ms. Patch stated that it was a pleasure to work with Mr. Powell and that he was worth the requested amount. Mr. Sansom concurred.

Ms. Clifford asked if the Board should look at Mr. Powell's contract terms. Mr. Powell stated that he was amenable to whatever was in the contract.

Mr. Elebash made a motion to approve Mr. Powell's requested amount. Ms. Patch seconded. Discussion continued.

Mr. Sansom recognized Mr. Alan Dillon from Bristow Academy. Mr. Dillon stated that if it was not for Mr. Powell, Bristow Academy would not have received the grant for their expansion.

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

Item D – 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 Pay Request No. 8 from Building Management Systems in the amount of \$46,640.29, Invoice No. 1030008-07 from Building Management Systems in the amount of \$35, as well as Invoice No. 11160 in the amount of \$2,750, Invoice No. 11161 in the amount of \$951.28 and Invoice No. 11162 in the amount of \$2,898, all from Airport Engineering, which were for the 10-Unit T-Hangar Construction Project at Space Coast Regional Airport.

Mr. Pendleton presented Receipt No. 30844 in the amount of \$2,447.06, which was reimbursed to Sterling Enterprises for Permitting Fees as well as Invoice No. 11166 in the amount of \$1,500, Invoice No. 11167 in the amount of \$510 and Invoice No. 11168 in the amount of \$1,050, all from Airport Engineering, which were for the Perimeter Fence-Surface Painted Hold Position Signs Project at Space Coast Regional Airport.

Mr. Pendleton presented Pay Request No. 3 from KCF Site Development in the amount of \$202,464.40, as well as Invoice No. 11163 in the amount of \$6,120, Invoice No. 11164 in the amount of \$6,930 and Invoice No. 11165 in the amount of \$1,827, all from Airport Engineering, which were for the Bristow Site Improvements Project at Space Coast Regional Airport. Mr. Powell stated that they had run into a massive muck deposit on this project which accounted for additional funding needs.

Mr. Pendleton presented Invoice No. 11169 from Airport Engineering in the amount of \$3,298 which was for basic services for the Wildlife Hazard Assessment Project at Space Coast Regional Airport.

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

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

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

Mr. Hambrecht presented Invoice No. 4 from the LPA Group in the amount of \$47,638.74 and Receipt for AP No. 40-009-24092-14 to St. Johns River Water Management, which were for the ARFF Facility Construction Project at Space Coast Regional Airport.

Mr. Hambrecht presented Invoice No. 812895 from the LPA Group in the amount of \$10,940.55, which was for the RSA Environmental Project at the Merritt Island Airport.

Mr. Hambrecht presented Invoice No. 812882 from the LPA Group in the amount of \$1,000 and Pay Request No. 23 from Johnson-Laux in the amount of \$103,690.55, which were for the Administration Building Project at Space Coast Regional Airport.

Mr. Hambrecht presented Invoice No. 812885 from the LPA Group in the amount of \$53,365.60, which was for the Security Assessment Project at all three airports.

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

Information Section**Executive Director Report**

Mr. Powell thanked the Board for their support and leadership.

Mr. Powell reported that Staff was having several meetings with prospective tenants who were interested in locating to Space Coast Regional Airport, stating that the Airport Authority could possibly be responsible for large job creation in the area.

Mr. Powell stated that Airport Engineering and the LPA Group were both doing an incredible job for the Airport Authority.

Mr. Powell reported that Airport Authority and Legal were working to go out on the street for a firm to do the independent permitting.

Mr. Powell reported that Staff was researching the possibility of the Airport Authority getting a Spaceport License, and that Staff was also speaking with Kennedy Space Center on finalizing their Master Plan for the Shuttle Landing Facility. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles reported that the issue with the 714 Old Dixie Highway property that had been damaged by fire was getting close to a resolution with the insurance company. Mr. Pickles stated that the Airport Authority would be compensated the cost of demolition plus other business expenses, and should be receiving a check soon. Discussion continued.

Mr. Sansom suggested that Airport Authority Staff look into possibly turning that property into a park after the building was demolished. Discussion continued.

Mr. Pickles concluded his report

Check Register & Budget to Actual

Mr. Powell reported that everything was in line.

Administration & Project Reports

Mr. Powell stated that the engineers were staying very busy with current projects and that in the near future the report would reflect even a longer list of projects. Discussion continued.

Authority Members Report

Mr. Elebash stated that he had enjoyed being on the Airport Authority Board and that he knew Mr. Harry Carswell, his replacement, would be a good Board Member. Mr. Sansom thanked Mr. Elebash for his service. Discussion continued.

Public & Tenants Report

Mr. Tony Yacono from the Merritt Island Airport thanked the Board for everything they had done. Mr. Yacono stated that the two Young Eagles events and the Toys for Tots event had worked out very well in 2011.

Mr. Yacono stated that the DaVinci Air Academy Partnership was working out well. Mr. Yacono stated that currently there were 62 students coming to the airport to go through procedures.

Mr. Yacono thanked Space Coast Aviation for all their help and also thanked the Airport Authority for the portable buildings, which were working out very well. Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 9:16 a.m.

JERRY SANSOM, CHAIRMAN

VERONICA CLIFFORD, SECRETARY