

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on March 17, 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; Dr. Wasim Niazi; Dr. David L. Hosley; Mr. Al Elebash; Mr. Jay Stalrit; Mr. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney.

Call to Order

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

Swearing in of New Board Member

Mr. Pickles swore in the new Airport Authority Board member representing District 2, Mr. Jay Stalrit. Mr. Stalrit was chosen to replace Mr. Ken Griffin. Mr. Stalrit introduced himself and gave a brief background.

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. February 17, 2011 – Regular Meeting**

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

Old Business – None**New Business**

Item A – Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by Airport Engineering Company and Contractors Regarding Current Projects

Mr. Powell gave a brief overview and turned the floor over to Mr. Brian Pendleton.

Mr. Pendleton presented Invoice No. 11025 in the amount of \$40,780 to Airport Engineering which was for 25% Final Design and 40% permitting for the Bristow Site Improvements Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 11023 in the amount of \$3,240 to Airport Engineering which was for 40% of the construction phase for the Runway 9 Safety Area Project at the Space Coast Regional Airport.

Mr. Pendleton presented Pay Request No. 2 in the amount of \$43,131.60 to KCF Site Development which was for the Runway 9 Safety Area Project at the Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 10147 in the amount of \$1,400 to Airport Engineering which was for gopher tortoise removal fees for the Runway 9 Safety Area Project at the Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 201013101 in the amount of \$3,500 to Kaiser Consulting which was for gopher tortoise removal fees for the Runway 9 Safety Area Project at the Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 11022 in the amount of \$2,760 to Airport Engineering which was for basic engineering services for the 10-Unit T-Hangar Construction Project at Space Coast Regional Airport.

Mr. Pendleton presented Pay Request No. 2 in the amount of \$13,567.66 to Building Management Systems for the 10-Unit T-Hangar Construction Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice No. 11024 in the amount of \$1,575 to Airport Engineering which was for engineering services for the Northwest Taxiway and Aircraft Parking Area Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11019 in the amount of \$2,320 to Airport Engineering which was for basic engineering services for the 6-Unit Box Hangar Project at Merritt Island Airport.

Mr. Pendleton presented Invoice No. 11020 in the amount of \$3,910 to Airport Engineering which was for basic engineering services for the Facilities Rehabilitation Project at Merritt Island Airport.

Mr. Pendleton presented Pay Request No. 4 in the amount of \$82,454.81 to Loyd Contracting which was for the Facilities Rehabilitation Project at Merritt Island Airport.

Mr. Pendleton discussed the Facilities Rehabilitation Project at Arthur Dunn Airpark, stating that the contractors were having a hard time getting the maintenance hangar roof sealed. Mr. Pendleton stated that they were doing their best to get all the leaks sealed and that it was a very difficult roof to work with. Discussion continued.

Mr. Pendleton presented Invoice No. 11002 in the amount of \$2,625 for Airport Engineering which was for basic engineering services for the Facilities Rehabilitation Project at Arthur Dunn Airpark.

Mr. Pendleton presented Invoice No. 11021 in the amount of \$1,500 for Airport Engineering which was for basic engineering services for the Facilities Rehabilitation Project at Arthur Dunn Airpark.

Mr. Pendleton presented Pay Request No. 4 in the amount of \$2,699.10 for Architectural Sheet Metal which was for the Facilities Rehabilitation Project at Arthur Dunn Airpark.

Mr. Pendleton concluded his invoice presentations. Discussion continued amongst the Board.

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

Item B – 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 and turned the floor over to Mr. Rob Hambrecht from the LPA Group, Inc.

Mr. Hambrecht presented Invoice No. 18 – Corrected in the amount of \$27,273.01 for the LPA Group, Inc. which was for the Administration Building Project at Space Coast Regional Airport.

Mr. Hambrecht presented Pay Request No. 13 in the amount of \$112,050.47 for Johnson – Laux which was for the Administration Building Project at Space Coast Regional Airport.

Mr. Hambrecht presented Invoice No. 11-00000026 in the amount of \$130.25 for The City of Titusville which was for sign permitting fees for the Administration Building Project at Space Coast Regional Airport.

Mr. Hambrecht presented an invoice from the City of Titusville in the amount of \$6,435 which was for irrigation meter fees for the Administration Building Project at Space Coast Regional Airport.

Mr. Sansom stated that he felt that was a lot of money for a meter. Mr. Powell explained that it was the tap-on fee and administration fee. Dr. Hosley asked Mr. Powell if he felt the fee was reasonable. Mr. Powell stated that the City did not send Staff a formal invoice because they needed the money before they could do anything. Mr. Powell stated that Staff had questioned the costs as well. Mr. Sansom asked Mr. Powell to please provide a breakdown of the costs at a future meeting. Discussion continued amongst the Board.

Mr. Hambrecht presented Invoice No. 1 in the amount of \$26,299.56 to the LPA Group, Inc. for fees and the bidding process for the Corporate Terminal Apron Project at Space Coast Regional Airport.

Discussion continued.

Dr. Hosley 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 reported that the Valiant Air Command Warbird Museum Airshow did very well this year, and that it was estimated there were around 15,000 in attendance each day. Discussion continued amongst the Board.

Mr. Powell reported that he had met with Ms. Sue Gosselin from the County regarding the Gopher Tortoise issue, which was costing \$55,000 for site development for the Bristow Academy Expansion Project. Mr. Powell stated that Staff was working with the County to try and reduce these costs now and in the future. Mr. Powell stated that it was discussed that possibly Airport Authority Staff could attend training to remove and transfer the tortoises to other areas. Discussion continued.

Mr. Stalrit asked what the estimated cost would be for the gopher tortoise training. Mr. Powell stated it would be approximately \$2,000 per person.

Mr. Powell discussed the Change Order for the Administration Building Project at Space Coast Regional Airport, stating that the total costs with overruns would be about \$200,000 under the original estimate. Mr. Powell stated that he would like clarification from the Board to use all the money. Mr. Powell stated that he could provide a review on the turnaround in front of the building at the next meeting. Discussion continued regarding the turnaround. Mr. Sansom asked the Board if anyone had a problem with adding the turnaround. There were no objections.

Ms. Clifford asked Mr. Powell for an email review of the other changes. Mr. Sansom concurred. Mr. Pickles stated that the Board would need to approve the specific amount of the Change Order. Mr. Powell stated that the Change Order amount was \$161,723.23. Ms. Patch made a motion to approve the Change Order. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Mr. Sansom requested that Mr. Powell include a delegation of approval for the other items on the next Agenda, so that they could be formally approved by the Board. Discussion continued.

Mr. Powell reported that FDOT approved funding for the new ARFF and they committed enough for an 80/20 grant. Discussion continued.

Mr. Powell stated that Staff had made a formal submittal to manage the Shuttle Landing Facility at Kennedy Space Center as the operational arm. Mr. Powell stated that Staff was told it was a very strong submittal. Discussion continued.

Ms. Patch asked if there was any word on the EDA grants that the Airport Authority had applied for. Mr. Powell stated that there was no information yet, but Mr. Philip Trader with the EDA had stated they were waiting on word about Congressional funding. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles discussed the issue of delinquent rents with t-hangar and commercial tenants due to the economy. Mr. Pickles stated that Staff and Legal were trying to give the tenants every opportunity to pay before pulling the plug. Discussion continued.

Ms. Clifford asked about the Road Issue and Kaybee Homes. Mr. Pickles stated that it was dependent on the EDA grant for 4Frontiers, as to whether or not there was a need to spend money on the road. Discussion continued.

Mr. Pickles concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that everything was inline and the commitment and reserve items were continuing to do better. Discussion continued.

Authority Members Report

Dr. Hosley discussed the Unmanned Vehicle system, stating that things were heating up. Dr. Hosley stated that he had met with Sanswire and they were still interested in relocating to the area. Discussion continued.

Ms. Clifford asked about the progress on the Brownsfield Designation. Mr. Powell stated that the issue was slated to be heard by the Titusville City Council on March 8, 2011 but the item had been pulled and rescheduled for March 22, 2011 by the City Council and April 6, 2011 by Planning & Zoning. Discussion continued.

Ms. Clifford asked where Airport Authority Staff stood on being named a special district for permitting. Mr. Pickles stated that he had researched the issue, and the Authority would not have to change Enabling Registration. Mr. Sansom asked that the item be presented at the next meeting.

Ms. Clifford asked what happened with the Airport Authority house that burned. Mr. Powell stated that the insurance company had advance the Airport Authority \$50,000 to deal with repairs. Discussion continued amongst the Board.

Ms. Clifford discussed the T-Hangar Waiting Lists. Mr. Powell explained the process for renting the hangars. Discussion continued regarding the waiting lists, evictions and t-hangar access.

Ms. Clifford asked if t-hangar inspections were finished. Mr. Powell stated that they were. Discussion continued amongst the Board.

Mr. Powell mentioned that Mr. Mark Grainger from Florida Bi-Planes, who was operating out of the Merritt Island Airport, was doing very well and that it was a great business and had become extremely busy. Mr. Powell stated that Mr. Grainger was currently sharing space, but was looking for his own space at Merritt Island Airport. Discussion continued.

Public & Tenants Report

Mr. Tony Yacono from Merritt Island Airport thanked the Board for everything they do. Mr. Yacono announced the next Young Eagles event at Merritt Island Airport would be on May 7, 2011. Mr. Yacono stated that the airport was getting very busy and his main focus was to keep it safe. Mr. Yacono stated that there would be a Blessing of the Fleet event in May and that perhaps the pilots would have a flea market on that same day. Mr. Yacono discussed Mr. Grainger and Florida Bi-Planes, stating that Mr. Grainger followed safety to the letter. Mr. Yacono recommended that the Board consider allowing Mr. Grainger to operate his business out of one of the new box hangars that were going to be built.

Mr. Mark Grainger from Florida Bi-Planes stated that he had now flown over 500 passengers including his regular client, Mr. Frank Cabana from Kennedy Space Center. Mr. Grainger invited all the Board members out for a ride.

Adjournment

Mr. Sansom adjourned the meeting at 10:14 a.m.

JERRY SANSOM, CHAIRMAN

VERONICA CLIFFORD, SECRETARY