

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on November 21, 2013 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; Dr. David Hosley, Vice Chair; Ms. Patricia Patch, Treasurer; Mr. Jay Stalrit; Mr. Harry Carswell; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq., Airport Attorney. Ms. Veronica Clifford 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 the Agenda as presented. Ms. Patch made a motion to approve the Agenda. Dr. Hosley seconded. There were no objections. Motion Passed.

Appearances – None**Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. October 17, 2013 – Regular Meeting**

Mr. Sansom called for a motion to approve the Consent Agenda. Mr. Stalrit made a motion to approve the Consent Agenda as presented. Mr. Carswell seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Old Business – None**New Business****Item A – Discussion and Selection of Airport Authority Board of Directors Officer Positions**

Mr. Sansom asked if anyone wished to hold a different office and opened it up to discussion. Ms. Patch made a motion to re-elect the current officers. Mr. Stalrit seconded. Mr. Sansom called the question. There were no objections. Motion passed. Discussion continued.

Item B – Discussion and Consideration of Rent Abatement for Bristow Academy to Offset Repair Costs to 6995 Tico Road

Mr. Powell gave a brief overview of the item, stating that Bristow Academy would need to facilitate updates and repairs in the building at 6995 Tico Road at Space Coast Regional Airport. Mr. Powell stated that the estimated costs would be around \$33,000, but may increase. Staff was recommending approval up to \$50,000 (verifiable) for rent abatement over a two year period to ensure it was covered. Mr. Powell also stated that the actual repairs could come in lower than the allotted amount. Discussion continued.

Ms. Patch made a motion to approve the rent abatement. Dr. Hosley seconded. Discussion continued.

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

Item C – Discussion and Consideration of a Deposit to Hold Two Buildings at Space Coast Regional Airport

Mr. Powell gave a brief overview of the item, stating that the company CompAir wanted to rent buildings 9 and 51 at Space Coast Regional Airport, and that they were willing to put down a non-refundable deposit of \$5,000 to hold the buildings for them through the end of the year. Discussion continued.

Mr. Pickles stated that Comp Air would execute the lease before the end of the year if possible. Mr. Sansom stated that the Board would only be approving an agreement to hold the buildings today, not the lease itself. Discussion continued.

Ms. Patch made a motion to accept a deposit to hold Buildings 9 and 51. Mr. Carswell seconded. Discussion continued.

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

Item D – Discussion by Mr. Brian Russell of Recent Invoiced Costs by Michael Baker Jr., Inc. and Contractors Regarding Current Projects

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

Mr. Russell presented Invoice Number 12 in the amount of \$2,251.54 from LPA/Baker, which was for travel for the final inspection of the ARFF Vehicle Procurement at Space Coast Regional Airport. Discussion continued.

Mr. Russell presented Pay Request Number 15 in the amount of \$101,215.56 from Arnco Construction, which was for the ARFF Facility Construction Project at Space Coast Regional Airport.

Mr. Russell presented Invoice Number 12 in the amount of \$16,497.66 from LPA/Baker, which was for the Security System Improvements at All Airports. Discussion continued.

Mr. Russell presented Invoice Number 3 in the amount of \$39,060.22 from LPA/Baker, which was for the design phase of the East Side Aircraft Storage Hangar Project at Space Coast Regional Airport.

Mr. Russell presented Invoice Number 2 in the amount of the \$73,392.80 from LPA/Baker, which was for the West Apron Rehabilitation Project at Space Coast Regional Airport. Discussion Continued.

Mr. Sansom called for a motion to approve the invoices. Mr. Stalrit made the motion. Mr. Carswell seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Information Section

CEO Report

Mr. Powell reported that things were well under way with the design portion of the RSA Project at Merritt Island Airport, and that they were trying to get access to mitigation properties right now.

Mr. Powell reported that the Brevard County EDC was getting ready to do a press release for North American Surveillance Systems relocation to the Space Coast Regional Airport. Mr. Powell stated that NASS was constructing a new building and hoped to have it finished by January, 2014, and that they will bring jobs to the area. Discussion continued.

Mr. Sansom stated that he felt the Airport Authority should put in a well on the West side of Space Coast Regional Airport. The Board concurred. Discussion continued.

Mr. Powell discussed the Valiant Air Command at Space Coast Regional Airport, stating that they needed to renegotiate their insurance to reduce the rates, and that perhaps they could get a higher deductible. Mr. Sansom asked Mr. Powell to assist the VAC in getting their insurance rate reduced. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles reminded the Board of the Sunshine Law in preparation for the ARFF Building ribbon cutting taking place after the meeting.

Check Register & Budget to Actual

Mr. Powell stated that financials had been provided and everything was in line.

Administration & Project Reports

Mr. Powell stated that there were no changes.

Authority Members Report

Dr. Hosley stated that on December 17th in Jacksonville, there was a major meeting for Unmanned Vehicle Systems for the State of Florida. Dr. Hosley also reported that in May of 2014 the AVSI was holding their North American Conference in Orlando. Mr. Sansom suggested that there may be sponsorship opportunities for the Airport Authority and asked Mr. Powell to look into it. Discussion continued.

Public & Tenants Report – None**Adjournment**

Mr. Sansom adjourned the meeting at 9:35 a.m.

JERRY SANSOM, CHAIRMAN

VERONICA CLIFFORD, SECRETARY