

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on June 21, 2012 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 L. Hosley, Vice-Chairman; Ms. Patricia Patch, Treasurer; Ms. Veronica Clifford, Secretary; Dr. Wasim Niazi; Mr. Harry Carswell; Mr. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney. Mr. Jay Stalrit 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. Mr. Powell stated that two new items, C and D, were sent to the Board after the initial Agenda was sent out, but he was providing hard copies today. Mr. Sansom called for a motion to approve the Agenda as amended. Ms. Clifford made the motion. Ms. Patch seconded. Mr. Sansom called the question. There were no objections. Motion Passed.

**Appearances****Ms. Mona Jason of New Found Harbor Regarding Aircraft Noise Issues from Merritt Island Airport**

Mr. Sansom turned the floor over to Ms. Jason. Ms. Jason stated that she was there to speak about the noise from the flight school at the Merritt Island Airport, which was disrupting the lives of the residents in New Found Harbor, as well as residents in Cocoa and Rockledge. Ms. Jason distributed a hand out to the Board and gave a brief explanation. Ms. Jason continued to provide a description of the type of activity that was causing the residents so much disruption. Ms. Jason stated that they were asking for the Board to help them find a solution. Mr. Powell explained what Staff had been doing to try and resolve the situation. Discussion continued.

Dr. Hosley asked Ms. Jason if she had data pertaining to day and night hours. Ms. Jason stated that had sent that data to Mr. Powell. Discussion continued amongst the Board.

Mr. Sansom asked Ms. Jason to continue providing more detailed information to the Airport Authority, including registration numbers. Ms. Jason stated that they did have those.

Dr. Hosley suggested putting an item on the agenda for the next Board meeting. Mr. Sansom asked for a follow-up report instead. Ms. Jason stated she would be at the next meeting. Discussion continued.

**Presentations – None**

**Consent Agenda**

**Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:**

**1. May 17, 2012 – Regular Meeting**

Mr. Sansom asked for a motion to approve the Consent Agenda as presented. Ms. Clifford made a motion to approve the Consent Agenda as presented. Dr. Hosley seconded. Mr. Sansom called the question. 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. Sansom turned the floor over to Mr. Pendleton.

Mr. Pendleton reported that the Space Coast Regional Airport 10-Unit T-Hangar Project had finally met all the requirements and a Certificate of Occupancy can be expected any day. Discussion continued.

Mr. Pendleton presented Pay Request Number 9 in the amount of \$307,577.70 from KCF for the EDA portion of the grant, as well as Invoice Number 12090 in the amount of \$6,405, Invoice Number 12091 in the amount of \$4,470 and Invoice Number 12092 in the amount of \$2,603.50 all from Airport Engineering Company, which were for the Bristow Site Improvements Project at Space Coast Regional Airport.

Mr. Pendleton presented Invoice Number 12094 in the amount of \$1,649.50 from Airport Engineering Company, which was for the Wildlife Assessment Project at Space Coast Regional Airport. Discussion ensued.

Mr. Pendleton presented Invoice Number 127 in the amount of \$1,550 from Ikars Cakarnis, which was for the Taxiway 'B' Rehabilitation Project at Space Coast Regional Airport.

Mr. Pendleton presented Pay Request Number 12 – Final in the amount of \$59,814.49 from Building Management Systems, Invoice Number 12088 – Final in

the amount of \$1,104 and Invoice Number 12089 in the amount of \$565, both from Airport Engineering Company, which were for the 10 Unit T-Hangar Construction Project at Space Coast Regional Airport.

Mr. Sansom called for a motion to approve the invoices. Ms. Clifford made a motion. Dr. Niazi seconded. Discussion continued.

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. Sansom turned the floor over to Mr. Hambrecht.

Mr. Hambrecht presented Pay Request Number 7 in the amount of \$12,106.44 and Pay Request Number 8 in the amount of \$30,642.84, both from the LPA Group, which were for the RSA Environmental Project at the Merritt Island Airport. Discussion continued.

Mr. Hambrecht presented Invoice Number 1 in the amount of \$5,079.74 and Invoice Number 2 in the amount of \$6,892.10, both from the LPA Group, which were for the Spaceport Pre-Application Preparation. Mr. Hambrecht stated that the Airport Authority received a letter from Kennedy Space Center stating that they supported the project. Discussion continued.

Mr. Hambrecht presented Pay Request Number 9 in the amount of \$848.70 from KCF Site Development for the FDOT portion of the grant, which was for the ARFF Facility Construction Project at Space Coast Regional Airport.

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

**Item C – Discussion and Consideration of a Firm to Provide Building Site Plan Review & Inspection Services for the Airport Authority on an As-Need Basis**

Mr. Powell gave a brief overview of the item, explaining that Staff had received three proposals, but as Staff got into the review it appeared that it would be difficult to make a firm recommendation without getting more specific answers to the questions that had been asked. Mr. Powell stated that Staff's recommendation was to culminate more specific questions to give to the firms and perhaps have the firms come back and do a short presentation to directly answer exactly what was asked. Discussion continued amongst the Board.

Mr. Carswell stated that his recommendation was to award the services to Universal Engineering. Discussion continued.

Mr. Pickles stated that he received an inquiry for the City of Titusville's attorney, which he had provided, regarding concerns from the city. Mr. Pickles added that he subsequently received a phone call from the City Attorney that led him to believe the inquiries were not coming from the city council, but the city staff. Mr. Pickles stated that he was currently in the process of putting a package together establishing the Authority's authority and that it would go out some time early next week. Mr. Pickles added that Staff had not received any inquiry from the County to date. Discussion continued amongst the Board.

Mr. Sansom called for a motion to defer the item until the next meeting. Ms. Patch made the motion. Ms. Clifford seconded. Discussion continued.

Mr. Sansom stated that Board Members should email Mr. Powell with any questions they may have of the candidates. Mr. Sansom called the question. There were no objections. Motion passed.

#### **Item D – Discussion and Consideration of a Sublease for Voyager Aviation at Merritt Island Airport to Beachside Helicopters**

Mr. Powell gave a brief overview of the item, stating that Mr. David Watson from Beachside Helicopters was in attendance. Mr. Powell stated that a packet was provided in the Board Agenda.

Mr. Sansom turned the floor over to Mr. Watson. Mr. Watson stated that Beachside Helicopters had purchased three helicopters to get start the operation, two which were amphibious so when they began their touring operation they could legally fly over water. Mr. Watson stated that they had met with the FAA to start the process and recently received their letter of authorization. Mr. Watson stated that they had also met with businesses in the area regarding promotion of the tours, stating that everything had been very positive so far. Mr. Watson also addressed Ms. Jason, stating that he would be happy to meet with her to discuss their patterns and the noise impact of the tours. Discussion continued.

Mr. Sansom called for a motion to approve the sub-lease. Mr. Carswell made the motion. Ms. Clifford seconded. Mr. Sansom called the question. There were no objections. Motion passed.

### **Information Section**

#### **Executive Director Report**

Mr. Powell reported that Staff had been working on Project Speed, stating that the Authority was on the extreme short-list and that the firm could bring several jobs to the area. Mr. Powell added that part of bringing the firm to Space Coast Regional Airport was predicated on getting a Spaceport License, which Staff was currently in the process of pursuing. Discussion continued.

Mr. Powell concluded his report.

**Attorney Report – None**

**Check Register & Budget to Actual**

Mr. Powell reported that everything was in line.

**Administration & Project Reports**

Mr. Powell stated that the reports were updated for the Board's convenience.

**Authority Members Report**

Dr. Hosley discussed some local incentives that were taking place.

Mr. Sansom thanked Dr. Hosley for chairing May's Regular Board Meeting.

**Public & Tenants Report**

Mr. Sansom turned the floor over to Mr. Mick Gosdin, owner of Voyager Aviation. Mr. Gosdin stated that there was a fueling issue at the Merritt Island Airport. Mr. Gosdin stated that he has instructed his pilots to stop and fuel at Valkaria Airport whenever it was appropriate, because the Merritt Island fuel prices were too high. Mr. Gosdin stated that he had also spoken with the airport tenants, and they did the same thing. Mr. Gosdin stated that as business increased on the North side of Merritt Island Airport, he felt that another fuel farm should be built and Voyager could take management of it.

Mr. Sansom turned the floor over to Mr. Don Stiver from the Merritt Island Airport. Mr. Stiver stated that his comments pertained only to Merritt Island Airport and that he strongly supported Mr. Gosdin's request to add another fuel farm. Mr. Stiver stated that the Merritt Island hangar tenants were the single biggest source of income for all three airports. Mr. Stiver stated that the economy was not improving on a micro-scale, and that General Aviation was in a steady decline. Mr. Stiver also stated that the demand for hangars was elastic, but hangar rents were not. Discussion continued.

Mr. Sansom asked Mr. Powell to look into the options to improve fuel services for Merritt Island Airport, including putting in another fuel farm. Discussion continued.

Mr. Powell announced that at 10:00 a.m. the groundbreaking ceremony for the ARFF station would be taking place just south of the tower.

**Adjournment**

Mr. Sansom adjourned the meeting at 9:51 a.m.

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JERRY SANSOM, CHAIRMAN

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VERONICA CLIFFORD, SECRETARY