

E.2.c. (2) – Minutes of the July 27, 2016 Special Meeting

MINUTES OF A SPECIAL COMMISSION MEETING OF THE CANAVERAL PORT AUTHORITY HELD IN THE COMMISSIONERS' MEETING ROOM OF THE CANAVERAL PORT AUTHORITY OFFICE, 445 CHALLENGER ROAD, PORT CANAVERAL, FLORIDA, JULY 27, 2016.

The meeting was called to order by Chairman Jerry Allender at 9:03 a.m. Commissioner Tom Weinberg led the Pledge of Allegiance.

Those present were Commissioners Wayne Justice, Bruce Deardoff, John "Hank" Evans, Tom Weinberg and Chairman Jerry Allender; CEO John Murray, CFO Rodger Rees, Senior Director Finance Pat Poston, Senior Director of Facilities Bill Crowe, Deputy Executive Director Jim Dubea, Attorney Harold Bistline and Special Assistant Melanie Bradford. The ambassadors in attendance were Jim Handley, Jay Honeycutt, Max King, and Bob Socks. Pam Gillespie, Director of Community Relations for Congressman Bill Posey, was present. Mac McLouth was in attendance.

APPROVAL OF AGENDA: CEO John Murray added Consent Agenda Item #D.6: Consideration of the lifting the moratorium on the issuance of ground transportation permits for offsite parking providers upon the effective date of the new Ground Transportation Rules and Regulations. (Jim Dubea/Edwin St. Clair) **Motion was made by Commissioner Deardoff to approve the agenda as amended which was seconded by Commissioner Weinberg. Motion passed 5/0.**

PUBLIC COMMENT: None

CONSENT AGENDA:

Items 1, 2, and 6 were pulled for discussion. **Items 3, 4 and 5 were approved by motion from Commissioner Deardoff and seconded by Commissioner Weinberg. Motion passed 5/0.**

Item #1: Consideration of authorizing staff to issue a purchase order to Williams Fire and Hazard Control, Inc. to purchase an Angus WAT-hog fire hose and related fire supplies in an amount not to exceed \$327,000. (Pat Poston/Dave Sargeant)

Commissioner Evans asked what is happening with the old equipment and are there any warranties?

Tracy Braley, Assistant Fire Chief: The original equipment was bought in 2013 and the part that is wearing out is the hose. It has been used quite a bit through training. It is a cloth hose and is not lasting. It would have to be replaced in the future so the thought was to get in on this grant with the money available and not cost the Port for replacement. We will keep the current hose in stock and will be able to use it.

Pat Poston: 25% is our match portion, 75% is from the grant.

Commissioner Evans moved approval of the item. Commissioner Deardoff seconded the motion. Motion passed 5/0.

Item #2: Consideration of approving an increase to purchase order P17962 to NxTurn in the amount not to exceed \$50,000 for phase 2 requirements that includes custom development which was not part of the phase 1 scope of work. (Mark Lorusso)

Commissioner Justice asked for more information which was given by Mark Lorusso and Kirsten James. This custom development will be for our purchasing improvement routing which NetSuite does not have the ability to assign to a different person. We also have some web design services which we are going to be doing. They are creating these things for our business rules. We will have to customize the integration of all these systems in the future.

Mark Lorusso brought up a slide that showed the overall budget in answer to a question by Commissioner Weinberg that showed the additional cost as anticipated.

Commissioner Justice has gotten multiple positive feed-backs on the Jetty Park concession piece.

Commissioner Justice moved that we approve Consent Agenda Item #2. Commissioner Weinberg seconded the motion. Motion passed 5/0.

Item #6: Consideration of the lifting the moratorium on the issuance of ground transportation permits for offsite parking providers upon the effective date of the new Ground Transportation Rules and Regulations. (Jim Dubea/Edwin St. Clair)

Commissioner Justice asked for clarification as to the implementation.

CEO John Murray said this moratorium was put into effect in 2012 and it was for ground transportation service providers and offsite parking. We think we can go without the moratorium now and we would like to tie that with the roll out of the new regulations on 1 October. There will be no limitations on the amount of permits issued.

Edwin St. Clair: There are rules and regulation regarding the guidelines that applicants have to meet. An essential component of what we are doing is implementing an enforcement mechanism.

Commissioner Weinberg complimented Eddie St. Clair and all the staff that worked on this. This is a gargantuan step forward for this Port.

Commissioner Justice moved that we approve Consent Agenda Item D 6. Commissioner Weinberg seconded the motion. Motion passed 5/0.

COMMISSIONER REPORTS:

Mr. Allender asked that the Board consider authorizing our Port attorney Harold Bistline to go to the AAPA Convention in New Orleans in the later part of October. **Commissioner Weinberg moved and Commissioner Evans seconded that he attend. The motion passed 5/0.**

PUBLIC COMMENT: None.

ADJOURNMENT: The meeting was adjourned at 9:23 am until the next regularly scheduled meeting on August 24, 2016 at 9:00 am.

CANAVERAL PORT AUTHORITY

Jerry W. Allender, Chairman

ATTEST

Tom Weinberg, Secretary/Treasurer