

If you would like to speak before the Canaveral Port Authority Board of Commissioners during Public Comments on a topic relevant to the Canaveral Port Authority Commission Agenda for this meeting, please complete a Public Comment Request card and give the card to the recording secretary. Public Comment Request cards are located near the outside entry doors next to the agenda for this meeting. All persons speaking will follow conduct as set forth by Canaveral Port Authority Policy POL-2016-001-EXE-3, Public Participation and Conduct at Board Meetings.

1. Before approaching the podium, please remove hats and sunglasses and turn all cell phones off or to vibrate.
2. Please proceed to the podium when your name is called by the Commission Chairman and state your name, business affiliation, and city of residency for the recording secretary.
3. You will have **THREE MINUTES** to speak before the Board of Commissioners.
4. Do not make threats or rude comments, including the use of profanity, to or about members of the Board or Canaveral Port Authority Employees.
5. All statements are to be directed to the Commission Chairman. You may not address or question Board members or Port Staff individually unless directed by the Chairman.
6. Be respectful of other people's ideas or situations when you talk. Try not to judge them or point fingers.
7. Be patient when listening to others speak and do not interrupt them.

No Board action will be taken on requests during Public Comments unless determined by the Commission Chairman to be an emergency. Any other requests for Board action may be placed on the agenda for a subsequent meeting.

## **CANAVERAL PORT DISTRICT BOARD OF COMMISSIONERS**

**November 16, 2016**

**Port Commission Room  
Port Canaveral, Florida 32920**

### **AGENDA**

This meeting is open to the public

**9:00 a.m.**

A. Meeting called to order and Pledge of Allegiance

- 1. SWEARING IN OF NEWLY ELECTED COMMISSIONERS. (Harold Bistline)**
- 2. ELECTION OF OFFICERS. (Harold Bistline)**
- 3. APPOINTMENT OF AMBASSADORS. (Commissioners)**

**9:10 Time Certain – YEAR END BUDGET AMENDMENT HEARING (Rodger Rees/Pat Poston)**

B. Approval of Agenda for this Meeting

C. Personal Appearances and Presentations

1. CAFR Award Presentation (Chairman Allender)
2. IT Update (Mark Lorusso)
3. Environmental Update (Bob Musser)

D. Commission Discussion Items

E. Reports

(1) Accounting and Finance

- a. Finance Update (Rodger Rees)

b. Consideration of approving the Financial Reports for October 2016 (Pat Poston)

1. Statistical Report
2. Aging Report
3. List of Bills
4. List of Disposals
5. Attorney Fees
6. Commissioner Expenses

(2) Chief Executive Officer

a. Status of on-going business (John Murray)

b. Public Comment for Consent Agenda Items

c. Consent Agenda

- (1) Consideration of approving the Minutes of the October 19, 2016 Commission Meeting. (Melanie Bradford)
- (2) Consideration of approving various project contract change orders including:
  - (a) Change Order 1 to Ivey's Construction Inc., P18835, for the Crane Crew Facility (CN-15-015) for a net decrease of (\$63,417.38) for ODP's, freight & taxes actually used and unused funds.
- (3) Consideration of approving two separate purchase orders to two CM at Risk Landside continuing contract services for port-wide Hurricane Matthew related repairs as follows:
  - (a) Ivey's Construction, Inc. in an amount not to exceed \$2,000,000. (Bill Crowe)
  - (b) W & J Construction in an amount not to exceed \$2,000,000. (Bill Crowe)
- (4) Consideration of approving an amendment to the Interlocal Agreement, Contract No. 1304, between Canaveral Port Authority and Brevard of County Commissioners for traffic signal maintenance services to add an additional one year term, until November 9, 2017, and to automatically extend the term for one additional year. (Karen Pappas/Bill Crowe)
- (5) Consideration of approving a twelve (12) month extension of Torcivia, Donlon, Goddeau & Ansay, P.A. Agreement, PUR-RFP-14-5, dated January 21, 2016, for Special Magistrate Services in the amount of \$12,000. (Bill Hammond/ Bill Crowe)
- (6) Consideration of approving entering into a two (2) year Lease Agreement with Fishlips Waterfront Bar & Grill, Inc. for Jetty Park Parkside Concession Services. The Lease Agreement is subject to review and approval by General Counsel and Port Attorney. (Scott Shepard)

- (7) Consideration of approving entering into a five (5) year Lease Agreement with Space Exploration Technologies Corp. (SpaceX) subject to review and approval by General Counsel/Port Attorney. Request approval of the Lease Terms and grant the CEO the authority to request the Commission Chairman to sign subject to review and approval by General Counsel/Port Attorney. (Scott Shepard)
- (8) Consideration of approving the following policies:
  - (a) POL-2016-001-PUR-3 – Services Procurement Policy \$100,000 and Greater (Karen Pappas)
  - (b) POL-2016-002-PUR-3 - Establishment of a Limited Communications Period With Respect to Procurement Procedures (Karen Pappas)
- (9) Consideration of approving CPA Resolution No. RES-2016-16-EXE-3, establishing a consolidated travel resolution for the regulation of travel related expenses and reimbursement, and replacing former Resolution 2004-3; and adopting CPA Policy # POL-2016-001-FIN-3, Policy for travel and reimbursement of expenses incurred on official business of the CPA. (Pat Poston)

F. Public Comments – three minutes per person

G. Commissioner Reports

H. Adjournment until next scheduled meeting to be held on **Tuesday, December 20, 2016.**