

**Reports 5.A – Minutes of the September 28, 2017 Commission Meeting**

**MINUTES OF A REGULAR 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, SEPTEMBER 28, 2017.**

The meeting was called to order by Chairman Tom Weinberg at 9:02 a.m. Commissioner Justice led the Pledge of Allegiance.

Those present were Commissioners Wayne Justice, Jerry Allender, Micah Loyd, Bob Harvey and Chairman Tom Weinberg; 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/Liaison Melanie Bradford.

The following Ambassadors, Ambassadors Emeritus and former CEO's and Commissioners were present: Mike Gautreaux, Dennis Hepburn, Jim Handley, Jay Honeycutt, Max King, Tom Vani, Bob Socks, and Mac McLouth. City Council Member, Karolyn Woulas, from Cocoa Beach was present.

**APPROVAL OF AGENDA:** Bill Crowe substituted a new item 7B.5 replacing the existing item. **Commissioner Harvey moved to approve the agenda as revised. Commissioner Allender seconded the motion. Motion passed 5/0.**

**PERSONAL APPEARANCES AND PRESENTATIONS:**

- A. CEO John Murray presented the following Employee Service Awards: Reggie Cox – 20 years, Julie Michaels – 5 years, Jay Ridley – 5 years, Marlene Sanchez – 5 years, Gary Scott – 5 years, and Peggy Sullivan – 5 years.
- B. 2018 Final Budget Hearing, Tariff No. 15, Revision and FTZ136 Zone Schedule, Revision 3.

CFO Rodger Rees presented the second reading of the budget with financial information revisions. He gave a brief summary of the proposed changes to the tariff which will take place November 1, 2017. The Foreign Trade Zone schedule was administratively updated also. Commissioner Justice asked that each tenant receive notice of the changes and has an opportunity to understand the changes. Pat Poston spoke briefly about the Capital Budget. **Motion was made by Commissioner Justice to approve the second reading of the budget with revisions. The motion was seconded by Commissioner Allender. The motion passed 5/0. Commissioner Allender made a motion to approve the resolution approving the budget of 2018. The motion was seconded by Commissioner Loyd. The motion passed 5/0.**

**COMMISSIONER DISCUSSION ITEM:** None.

**REPORTS:**

- A. Approval of August 23, 2017 meeting minutes. (Melanie Bradford) **Motion was made by Commissioner Justice to approve the minutes. Commissioner Loyd seconded the motion. The motion passed 5/0.**

B. Finance

1. Consideration of approving the Financial Statements for July 2017.

**Commission Allender motioned to approve the financial statements for July 2017.**

**Commissioner Harvey seconded the motion. The motion passed 5/0.**

2. Consideration of approving the Financial Report for June and July 2017.

An invoice submitted by Stromire, Bistline & Miniclier was added to the Attorney Fees for approval. **Commissioner Allender motioned approval of the Statistical Report, the Aging Report, the List of Bills, the Attorney Fees, and the Commissioner Expenses. Commissioner Justice seconded the motion and the motion passed 5/0.**

C. Commissioner Allender presented the Certificate of Achievement for Excellence in Financial Reporting to Rodger Rees with recognition to Diana Mims-Reid. The Canaveral Port Authority has received this award for 26 consecutive years.

D. Chief Executive Officer Update: Captain John Murray

1. Cruise Update:

- 2017 by the numbers (Oct 1 – August 31)
  - 618 cruise ship calls
  - 691 gaming vessel calls
  - Multi-day cruise revenue up 10% over 2016
  - Approximately \$400k in lost cruise revenue due to Hurricane Irma
- *Mein Schiff 6* made its first call to Port Canaveral on September 20
- Discussions continue with all lines regarding future deployments

2. Cargo Update:

- 2017 by the numbers (Oct 1 – August 31)
  - 355 ship calls
  - Total cargo tonnage up 11% over 2016 with 5.5 million tons YTD
  - Total cargo revenue up almost 27% over 2016
- New Ro/Ro carrier, *Liberty Passion* began a monthly call to Port Canaveral on their Around the World Service
  - Export POV's, Dump Trucks and High and Heavy Equipment

3. Real Estate Update

- In negotiations with multiple parties interested in space at Port Canaveral Logistics Center at Titusville
  - Project "B" – 45,000 sq ft
  - Project Lumber – 19,200 sq ft
  - RUAG Expansion – Up to 46,000 sq ft
  - Project "D" – Up to 120,000 sq ft
- Interested parties continue to tour the facility each month

4. Recreation Update

- Exploration Tower & Jetty Park
  - Following Hurricane Irma, Exploration Tower reopened to the public on 9/18
  - Jetty Park reopened to the public on 9/23
  - Mac McLouth Fishing Pier remains closed due to extensive handrail damage

- Approximately \$15k in lost revenue
  - Upcoming Events
    - October 18-20: Propeller Club Annual Convention
    - October 21: Paws & Pints on ET Lawn
    - October 23: NASA Expo at CT5
5. Environmental Update:
- Beach Renourishment project advertised by Army Corps as a result of Hurricane Matthew
    - Approximately 1million cubic yards will be placed in the North Reach area from about 3,000 feet south of Jetty Park to south of the Cocoa Beach Pier
    - Additional review of erosion is ongoing as a result of Hurricane Irma
  - Funding and plans are moving forward for a Sand Bypass project to occur in late 2018/early 2019
  - Hurricane Irma disrupted sea turtle nests along the Space Coast.
  - Community volunteers and elementary school students recovered hatchlings and released them into the safer haven of Canaveral Harbor at the Port's boat ramp, as recommended by turtle rescuers, in order to give them a better chance of survival.
6. Current Happenings
- Brevard Delegation met September 20 in Viera
    - Opportunity to update the Delegation on Port Canaveral and underscore the dire need to address the SR401 bridges
  - Strategic Master Planning process is nearing completion
    - Final public meeting scheduled for October 16
    - Location: Maritime Center – Commission Room
    - Time: 10:00 am – 12:00 pm
7. Hurricane Irma
- Waterside operations returned to normal on Friday, September 15
    - Loss of power and water hampered a faster return
  - Approximately \$2.9 million in estimated damages
  - Pre-storm preparations and mitigation efforts were extensive
  - Coordination with Port partners was invaluable to our success
    - Thank you to the members of our Unified Command, specifically Brevard County Sheriff's Office, Canaveral Fire Rescue, U.S. Coast Guard and U.S. Customs and Border Protection
    - Thank you to our dedicated Port staff who made it possible for us to return to a fully operational status so quickly
8. Hurricane Irma Lessons
- Water supply is critical to restoration of operations, primarily for fire protection
  - Port Canaveral is "Critical Infrastructure" for our region
  - SR 401 bridges are at risk from vessels seeking "safe haven" at Port Canaveral

**PUBLIC COMMENT:** None.

**CONSENT AGENDA:**

Consent Agenda: **A motion was made by Commissioner Allender to approve items 7B.1, 7B.4, 7B.7, 7B.8, 7B.9, 7B.10, 7B.11, 7B.12, 7B.14, 7C.1, 7C.2 and 7J.1. Commissioner Loyd seconded the motion. The motion passed 5/0.** Items 7B.2, 7B.3, 7B.5, 7B.6, 7B.13, 7B.15 and 7J.2 were pulled for discussion.

**7B.2** Consideration of approving a purchase order to Rush Construction Inc. under their continuing service contract for the construction of the Jetty Park Stormwater Swale project in an amount not to exceed \$252,383. (Patrick Hammond/Bill Crowe)

Bill Crowe explained the stormwater pond and the changes under this item. **Commissioner Allender motioned to approve this item. Commissioner Harvey seconded the motion. The motion passed 5/0.**

**7B.3** Consideration of approving the Staff recommendation of the lowest responsive bidder, to Infrastructure and Industrial Constructors Southeast, Inc., for the Cruise Terminal Scour and Erosion Repair Project and to issue a purchase order and contract in the amount of \$3,100,935. (Patrick Hammond/Bill Crowe)

Bill Crowe gave a little more information regarding the scour and erosion repair. **Commissioner Justice motioned to approve this item and Commissioner Loyd seconded the motion. The motion passed 5/0.**

**7B.5** Consideration of approving Bermellio Ajamiil & Partners as the selected design consultant for Architectural and Engineering Design and Permitting Services for a New Cruise Terminal, Parking Garage and Site Work at the old Cruise Terminal 3 site and permission to issue a purchase order in the amount of \$500,000 to start design immediately and bring final proposal to the October commission meeting for approval. (Tom Foxhoven/Bill Crowe)

Bill Crowe explained the process to choose Bermellio Ajamiil & Partners. An opinion of probable cost was asked for. **Commissioner Loyd moved to approve this item upon the condition that none of the \$500,000 will be spent until the total amount of the design fee for the project is negotiated and agreed to by the consultant and the Port Staff. Commissioner Allender seconded the motion. The motion passed 5/0.**

**7B.6** Consideration of approving the Staff recommendation of the lowest responsive bidder, to GLF Construction Corporation, for the PUR-ITB-17-1 North Cargo Pier 1 & 2 Rehabilitation Project and to issue a purchase order and contract in the amount of \$4,690,000. (Patrick Hammond/Tom Foxhoven)

Bill Crowe explained that the marine contractors are especially busy and therefore the contract bid amount was higher. **Commissioner Justice made the motion to approve this item and Commissioner Harvey approved the motion. The motion passed 5/0.**

**7B.13** Consideration of approving a purchase order to Keep Brevard Beautiful (KBB) under their professional services contract for Removal of Invasive Vegetation, Litter and Debris in the harbor and around Port property in an amount not to exceed \$68,215, subject to final approval of the FY2018 budget. (Bob Musser)

Bob Musser gave a brief explanation of what the contract would cover. The contract does not cover cleanup of the end of Banana River Drive at the Barge Canal, however, additional cleanups have been organized at that area. **Commissioner Allender motioned to approve this item and Commissioner Harvey seconded the motion. The motion passed 5/0.**

**7B.15** Consideration of issuing a purchase order to Doug Wilson Construction under their CM@Risk Continuing Contract for the site development and construction of a new Bait and Tackle Shop in an amount not to exceed \$604,108. (Bill Crowe)  
Bill Crowe briefly explained the construction of the bait and tackle shop. **Commissioner Allender motioned approval of this motion and Commissioner Loyd seconded it. The motion passed 5/0.**

**7J.2** Consideration of approving entering into a Five (5) Year Lease Agreement with Wisneski Ventures LLC for approximately ±2,700 square feet of “vanilla shell” space located on Christopher Columbus Drive south of Freddie Patrick Park Boat Ramps. (Craig Langley)  
**After a brief description, Commissioner Justice moved to approve this item. Commissioner Allender seconded the motion. The motion passed 5/0.**

**PUBLIC COMMENTS:**

Lester Bullock spoke regarding the Victory ship and the Coast Guard.  
John Rice spoke regarding the 2017 Propeller Club International Convention.

**COMMISSIONER REPORTS:**

Commissioner Jerry Allender – None  
Commissioner Bob Harvey – None  
Commissioner Wayne Justice – None  
Commissioner Micah Loyd – The Red Snapper Fishery was voted on and there will be a short season in October and another season next July.  
Chairman Tom Weinberg – None

**ADJOURNMENT:** The meeting was adjourned at 11:11 am until the next regularly scheduled meeting on Wednesday, October 25, 2017 at 6:00 pm.

**CANAVERAL PORT AUTHORITY**

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Tom Weinberg, Chairman

ATTEST

Jerry Allender, Secretary/Treasurer