

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on August 20, 2020 at 4:00 p.m. at the Titusville - Cocoa Airport Authority Office at 355 Golden Knights Boulevard, Titusville, FL and via video conference. The following members were present via video conference: Mr. Jerry Sansom, Chairman; Mr. John Craig, Vice Chairman; Mr. Al Elebash, Secretary; Mr. Harry Carswell, Treasurer; Mr. Al Voss; Mr. Donn Mount; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Adam Bird, Attorney. Mr. Roger Molitor 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 proposed changes to the Agenda. Seeing none, Mr. Sansom called for a motion. Mr. Craig made a motion to approve the Agenda as presented. Mr. Elebash seconded. Mr. Sansom called the question. There were no objections. Motion passed.

**Appearances – None****Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:**

1. July 16, 2020 – Regular Meeting

Mr. Sansom called for a motion to approve the Consent Agenda. Mr. Craig made the motion. Mr. Elebash seconded. Mr. Sansom called the question. All voted aye. Motion passed.

**Old Business – None****New Business****Item A – Discussion & Consideration of a Lease at Space Coast Regional Airport for 6995 Tico Road**

Mr. Powell gave an overview of the item, stating that the company Air USA had expressed interest in locating a portion of their business to Space Coast Regional Airport and wanted to lease the building at 6995 Tico Road while they were looking at options to build their own facility. Mr. Powell stated that they would make some improvements to the building and were asking for rent abatement for a little over five month's rent. Discussion continued.

Mr. Elebash made a motion to approve the lease and rent abatement. Mr. Voss seconded. Mr. Sansom called the question. All voted aye. Motion passed.

**Item B – Discussion & Consideration of the Sale of Driving Ranges, Inc. to be Operated as CGS-Range, LLC at Arthur Dunn Airpark**

Mr. Powell gave an overview of the item, stating that the current owner had to go back to Ireland and wasn't able to renew his work visa. Mr. Powell stated that the person that was managing the facility for the current owner, Mr. Whittemore, who also owned a custom golf shop, wanted to expand his business to include the golf range. Mr. Powell stated that Mr. Whittemore had some plans to make improvements. Discussion continued.

Mr. Mount made a motion to approve the sale of the Golf Range. Mr. Craig seconded. Mr. Sansom called the question. All voted aye. Motion passed.

**Item C – Discussion & Consideration of a Ground Lease at Space Coast Regional Airport for the Valiant Air Command**

Mr. Powell gave an overview of the item, stating that the Valiant Air Command (VAC) had requested to lease land at Space Coast Regional Airport to construct an apron and multiple hangars over a phased approach in the next few years. Mr. Powell stated that the Airport Authority was able to secure a 50/50 grant for the VAC's portion of the apron and an 80/20 grant for the Airport Authority's portion of the apron, in which the VAC would pay 2% administrative fee to the Authority. Mr. Powell stated that the expansion would allow the Airport Authority the opportunity to build two to three large hangars on the very south end of the development. Discussion continued.

Mr. Sansom turned the floor over to Mr. Norm Daniels from the VAC. Mr. Daniels stated that they were ready to get moving, and were in the process of gathering funds for the next phase. Mr. Daniels stated that they would soon start the drawings for the event center and hopefully in a short time would have enough funds to build it and then move on to another hangar. Discussion continued.

Mr. Elebash made a motion to approve the ground lease. Mr. Voss seconded. Mr. Sansom called the question. All voted aye. Motion passed.

**Item D – Discussion & Consideration of a Lease at Merritt Island Airport for Florida Biplanes/Merritt Island Aviation**

Mr. Powell gave an overview of the item, stating that Mr. Mark Grainger from Florida Biplanes had expressed an interest in building a facility to house his maintenance department, which would be a 3,600 square foot hangar and associated improvements. Mr. Powell stated that the Airport Authority was able to secure a 50/50 grant and Florida Biplanes would pay the upfront local match and include a 2% administrative fee. Mr. Powell stated that the lease agreement allowed

for a construction clause of no rent from the date of commencement to Certificate of Occupancy or twelve months. Discussion continued.

Mr. Elebash made a motion to approve the lease, the improvements and the construction clause. Mr. Voss seconded. Mr. Sansom called the question. All voted aye. Motion passed.

**Item E– Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International and Contractors Regarding Current Projects**

Mr. Powell turned the floor over to Mr. McDaniel.

Mr. McDaniel presented Pay Request Number 4 (Construction) in the amount of \$71,114.49 from Michael Baker International, and Pay Request Number 4 (Construction) in the amount of \$58,298.58 from V.A. Paving, Inc., which were for the South Apron & Runway 11/29 Rehabilitation Project at Merritt Island Airport. Discussion continued.

Mr. McDaniel presented Pay Request Number 29 in the amount of \$1,881.49 from Michael Baker International, and Pay Request Number 20 in the amount of \$4,250.00 from Sterling Enterprises, LLC, which were for the Runway 11/29 Safety Area Shoreline Stabilization and Improvements Project at Merritt Island Airport. Discussion continued.

Mr. Craig made a motion to approve the invoices. Mr. Mount seconded. Mr. Sansom called the question. All voted aye. Motion passed.

**Item F – Discussion by Mr. Rob Hambrecht of Recent Invoiced Costs by AVCON and Contractors Regarding Current Projects**

Mr. Powell turned the floor over to Mr. Hambrecht.

Mr. Hambrecht presented Pay Request Number 3 (Construction) in the amount of \$5,411.98 from AVCON, Inc., which was for the PAPIs Replacement Project at Merritt Island Airport.

Mr. Hambrecht presented Pay Request Number 2 (Construction) in the amount of \$5,488.22 from AVCON, Inc., which was for the PAPIs Replacement Project at Arthur Dunn Airpark.

Mr. Elebash made a motion to approve the invoices. Mr. Voss seconded. Mr. Sansom called the question. All voted aye. Motion passed.

**Information Section**

**CEO Report**

Mr. Powell reported that Staff was working on a regular basis with County EDC and the North Economic Development Zone on multiple groups expressing interest in relocation to property owned by the Airport Authority. Mr. Powell stated that TIX Ventures was getting close to finalizing the deal for building an A&P school for Eastern Florida State College at Space Coast Regional Airport. Mr. Powell stated that Staff would be meeting with them in the next week.

Mr. Powell stated that Staff was working with Space Florida to understand their funding process, concurrently with the FAA and FDOT on current and future projects.

Mr. Powell stated that he had met with the two new directors at the County EDC, and they already had some good ideas about future opportunities for maximizing exposure for the airports. Discussion continued.

Mr. Powell concluded his report.

### **Attorney Report**

Mr. Bird reported that he received the recent scheduling of the Welsh Construction trial to February. Mr. Bird stated that he was in communication with Welsh Construction's counsel on a frequent basis.

Mr. Bird concluded his report.

### **Check Register & Budget to Actual - Provided**

### **Administration & Project Reports –Provided**

### **Authority Members Report**

Mr. Voss asked Mr. Powell about the progress on radios for the tower. Mr. Powell stated that they should arrive by the end of September. Mr. Voss stated that Spaceport Aviation asked for a grant consideration for building a hangar, and asked Mr. Powell if that was in the works. Mr. Powell stated that staff was working on an RFP due to multiple groups expressing interest in building, if any grant funds were available, and gave a description of the process. Discussion continued.

Mr. Craig stated that in the past week he, along with Mr. Powell and Mr. Bird, met with the owner of Manor Drive at Merritt Island Airport, along with Commissioner Lober and his staff. Mr. Craig stated that he felt it was a good discussion and that the owner of the property wanted to push forward in building the gate on his side. Mr. Craig stated that the FAA wanted to make sure the usage fell into the guidelines of Federal obligations and the owner needed to provide specific terms to them. Mr. Craig stated that he wanted to make sure the Board knew exactly what those terms were and how it would affect the Authority moving forward for any situation that would be similar. Mr. Craig asked that Mr. Powell and Mr. Bird work together to get that information together for the Board. Discussion continued.

**Public & Tenants Report – None**

**Adjournment**

Mr. Sansom adjourned the meeting at 4:43 p.m.

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JERRY SANSOM, CHAIRMAN

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AL ELEBASH, SECRETARY