

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on April 20, 2017 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. Jay Stalrit, Vice Chairman; Mr. Harry Carswell, Secretary; Mr. Milo Zonka, Treasurer; Dr. Wasim Niazi; Dr. David Hosley; Dr. John Leavitt; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq. Mr. Jerry Sansom, Chairman, was in attendance via teleconference.

Call to Order

Mr. Stalrit called the meeting to order and determined that a quorum was present.

Approval of the Agenda

Mr. Stalrit asked if there were any changes or additions to the Agenda. Seeing none, Mr. Stalrit called for a motion. Mr. Zonka made a motion to approve the Agenda as presented. Dr. Leavitt seconded. Mr. Stalrit 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. March 16, 2017 – Regular Meeting**

Mr. Carswell made a motion to approve the Consent Agenda as presented. Mr. Zonka seconded. Mr. Stalrit called the question. There were no objections. Motion passed.

Old Business – None**New Business****Item A – Discussion & Consideration of an Amendment to a Lease at Space Coast Regional Airport**

Mr. Powell gave an overview of the item, stating that Spaceport Avionics at Space Coast Regional Airport wanted to lease additional land for future development. Discussion continued.

Dr. Niazi made a motion to approve the Amendment. Dr. Leavitt seconded. Discussion continued.

Mr. Stalrit called the question. There were no objections. Motion passed.

Item B – Discussion & Consideration of a Space Use Permit at Airport Storage

Mr. Powell gave an overview of the item, stating that a local automotive business needed space for overflow vehicles in order to meet the terms of a contract that they had secured. Mr. Powell explained that the half acre area where the cars would be parked was stabilized. Dr. Niazi asked what type of automobiles would be parked there. Mr. Powell stated as he understood it, they were new vehicles that needed to be finished. Discussion continued.

Dr. Niazi stated that he was not in favor of the item because of the aesthetics. Mr. Stalrit asked Mr. Pickles if there were any conflicts. Mr. Pickles stated that if they started to bring in junk cars the Airport Authority could cancel the lease. Discussion continued.

Dr. Leavitt suggested that the terms limit the vehicles to be no older than two years old. Discussion continued.

Mr. Zonka asked what reasonable restrictions would be. Mr. Pickles stated that they could come up with qualifiers. Mr. Zonka stated that aesthetics were important, and the area should only be used for vehicles determined on the contract. Discussion continued.

Mr. Zonka made a motion to approve the space use permit with the qualifiers that the vehicles must be tied to the contract and that the vehicles are aesthetically good and in operable condition. Dr. Hosley seconded. Discussion continued.

Mr. Stalrit called the question. All voted aye with the exception of Mr. Carswell and Dr. Niazi, who voted nay. Motion passed.

Item C – Discussion & Consideration of the Proposed 2017-2018 Fiscal Year Budget

Mr. Powell gave an overview of the item, stating that this was the first look at the budget, and the Board would see it again in July, subsequently followed by public meetings in August and September. Discussion continued.

Mr. Powell briefly went through projections for each airport and discussed changes in the terms of the Joint Automated Capital Improvement Program, stating that it is harder to now move funding between airports. Mr. Powell stated that Staff may be able to move forward on doing the fuel farm at Arthur Dunn Airpark with the funds that were available and just programmed. Discussion continued.

Mr. Zonka asked Mr. Powell what the scale of the Fuel Farm at Arthur Dunn Airpark was. Mr. Powell stated that it would cost approximately \$250,000. Discussion continued.

Mr. Zonka asked Mr. Pickles to review the terms of the lease for the FBO at Arthur Dunn Airpark to see if they were required to pay 20% of the cost for a fuel farm.

Mr. Zonka asked Mr. Powell about the vacant houses near Arthur Dunn Airpark. Mr. Powell explained that it would not be cost effective to refurbish them, because the expense would be greater than the return on investment. Mr. Zonka suggested tearing them down. Mr. Powell stated when researched quite some time back, demolition cost would be approximately \$7,000 per house. Mr. Zonka suggested adding to the budget a four year plan to tear the houses down. Discussion continued.

The Board discussed the payroll, capital projects and education & training. Mr. Stalrit stated he would like to see approximately \$15,000 budgeted for conferences, and that Staff prepare a desired list of events to attend for Board concurrence. Mr. Zonka stated that he would like to see the education and training budget distributed more evenly to include all staff, rather than predominately ARFF staff. Discussion continued.

Mr. Sansom departed the meeting via teleconference at 9:20 a.m.

Mr. Zonka made a motion to acknowledge the budget. Dr. Leavitt seconded. Mr. Stalrit called the question. There were no objections. Motion passed.

Mr. Zonka departed the meeting at 9:29 a.m.

Item D – Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International & Contractors Regarding Current Projects

Mr. Powell gave an overview of the item and turned the floor over to Mr. McDaniel.

Mr. McDaniel presented Pay Request Number 21 in the amount of \$8,398.40 from Michael Baker International, which was for the Runway Safety Area Improvements Construction Project at Merritt Island Airport. Discussion continued.

Mr. McDaniel presented Pay Request Number 5 in the amount of \$12,182.58 from Michael Baker International, which was for the North Area Security & Infrastructure Project at Merritt Island Airport. Mr. McDaniel gave a brief overview on the progress of the project.

Dr. Leavitt made a motion to approve the invoices. Mr. Carswell seconded. Mr. Stalrit called the question. There were no objections. Motion passed. Discussion continued.

Mr. McDaniel gave an update on the Spaceport License progress. Discussion continued.

Information Section

CEO Report

Mr. Powell reported that Staff had been working on bringing in new groups to the airports, stating that there was possibly a company from Orlando that was similar to Professional Aircraft Accessories that was possibly interested in relocating to Space Coast Regional Airport, and that the banner towing company, Aerial Signs, was looking to possibly expand at Merritt Island Airport. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles stated that there was no movement from the Welsh side regarding the pending case, adding that they had returned the sea grass cages. Mr. Pickles stated that there may need to be another Executive Session.

Mr. Pickles concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that the reports were provided.

Administration & Project Reports

Mr. Powell stated that the reports had been provided, and would happily answer any questions anyone had regarding projects. Discussion continued.

Authority Members Report

Dr. Hosley discussed the Association for Unmanned Vehicles Systems International and asked Mr. Powell if he had ever done anything about becoming more involved with that organization. Mr. Powell stated that he knew Airscan was involved with them, and that he most often discussed the needs of unmanned vehicles with the staff there to see how those opportunities could expand with the Airport Authority. Discussion continued.

Mr. Stalrit thanked Chief Wooldridge and Mr. Peterson for the exceptional job they did during the Airshow, in particular staging the Thunderbirds.

Dr. Leavitt discussed issues with the awarding of the Department of State's INLA contract and how it could benefit Bristow Academy at Space Coast Regional Airport. Dr. Leavitt stated that he and Mr. Powell should speak with the Department of State, as they had in the past, to see if the Airport Authority could

provide services to them. Mr. Powell stated he would be happy to do that.
Discussion continued.

Public & Tenants Report

Mr. Don White, President of the EAA at Merritt Island, stated that they had their Young Eagles event on March 25th, with 149 kids. Mr. White stated that 93 of them were first timers and added that that the next Young Eagles event would be on October 14th.

Adjournment

Mr. Stalrit adjourned the meeting at 10:05 a.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY