

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on June 15, 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. Jerry Sansom, Chairman; Mr. Jay Stalrit, Vice Chairman; Mr. Milo Zonka, Treasurer; Dr. David Hosley; Dr. John Leavitt; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq. Mr. Harry Carswell, Secretary and Dr. Wasim Niazi were 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 changes or additions to the Agenda. Seeing none, Mr. Sansom called for a motion. Mr. Stalrit made a motion to approve the Agenda as presented. Mr. Zonka 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. May 18, 2017 – Regular Meeting**

Mr. Zonka noted that on page 2 of the minutes, the word Becknell should be changed to Beckner. Dr. Leavitt made a motion to approve the Consent Agenda as amended. Mr. Zonka seconded. Mr. Sansom called the question. There were no objections. Motion passed.

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

Mr. Powell gave an overview of the item, stating that Millsource, Inc., which currently had a building on Shepard Drive and Grissom, was looking to do a 78,000 square foot expansion and wanted to lease property owned by the Airport Authority. Mr. Powell stated that the company was amenable to

anything needed and the FAA was looking into making sure the expansion would be okay. Mr. Powell also stated that Staff reviewed the request to help ensure the expansion would not create a hazard. Discussion continued.

Mr. Zonka asked how long the proposed dry retention pond would be wet. Mr. Brian Russell from Michael Baker, stated that there would be a 72 hour recovery time with no standing water. Mr. Zonka asked if there was sufficient language in the lease to assure that there would be no wetlands. Discussion continued.

Mr. Russell stated that if Millsource did decide to back out, the Airport Authority would have to maintain the retention pond. Mr. Russell stated that Millsource, Inc. was going through the St. John's River Management District, who would make sure everything was right. Discussion continued.

Mr. Zonka made a motion to approve the ground lease. Mr. Stalrit seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Item B – Discussion & Consideration of the Sale of Airpark Golf Academy, LLC to be Operated as Driving Ranges, Inc.

Mr. Powell gave an overview of the item, stating that the current proprietor of Airpark Golf Academy, Mr. Joe Luthe, wished to no longer operate the business, so he had found someone who wanted to take over. Mr. Powell stated that the new prospective owner was from Ireland and his student visa was going to run out so Staff was working with his family to finalize the lease. Mr. Powell stated that there would be improvements made to the property, to include the reinstallation of a net on the left side, and other than the improvements, the lease terms would remain the same. Discussion continued.

Dr. Leavitt made a motion to approve the sale and lease. Dr. Hosley seconded. Discussion continued.

Mr. Powell stated that Mr. Luthe had been in arrears, but the money from the sale would pay off the past due amount. Discussion continued.

The Board expressed concerns about the improvements to the property not getting done. Mr. Pickles stated that the Board could put a time frame into the lease to make sure the net was up and that everything was brought up to par.

Dr. Leavitt amended his motion to include language that the new proprietor had a year to take care of all the maintenance issues. Dr. Hosley seconded. Discussion continued.

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

Item C – Discussion by Mr. Brian Russell 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. Russell.

Mr. Russell presented Pay Request Number 22 in the amount of \$2,830.88 from Michael Baker International, which was for the Runway Safety Area Improvements Construction Project at Merritt Island Airport.

Mr. Russell presented Pay Request Number 6 in the amount of \$44,505.54 from Michael Baker International, which was for the Security & Infrastructure Project at Merritt Island Airport.

Mr. Stalrit made a motion to approve the invoices. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Mr. Russell gave an update on the Spaceport License progress, stating that he was guessing the process would be completed in about eight months. Discussion continued.

Information Section**CEO Report**

Mr. Powell reported that Staff had received confirmation that the JPA for the Box Hangar Project at Merritt Island Airport had been received by FDOT, and he was excited to get that project going.

Mr. Powell reported that he was going to meet with a Cape Canaveral business on Friday that had an interest in airport access for their expanded business model and seemed to like our area.

Mr. Powell introduced Ms. Ashley Campbell to the Board, stating that she would be replacing Ms. Debbie Jimenez, who was the Director of Finance & Grant Administration. Mr. Powell stated that Ms. Campbell would be the Manager of Finance & Grant Administration and that Ms. Jimenez would be retiring at the end of September.

Mr. Powell stated that Staff was addressing the restroom issue at Space Coast Regional Airport and was going to do a remodel, including installing a hand dryer as previously discussed. Discussion continued.

Mr. Stalrit discussed the recent public announcements regarding the DARPA XS-1, which was a vertical take-off, horizontal land delivery craft for small satellites. Mr. Stalrit asked Mr. Powell if the Airport Authority had been approached by any of the agencies involved. Mr. Powell stated that Staff had not been approached, but he was aware and would see if there was any opportunity for the Airport Authority to be involved. Mr. Powell stated that Staff was trying to figure out who to speak to

in order to let them know that the Airport Authority was ready and able to support. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles reported that Welsh had settled with the case with the sub-contractor and that they were starting to point in the direction of the Airport Authority. Mr. Pickles stated that they would probably be doing requests for documents.

Mr. Pickles concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that the reports were provided and would gladly answer any questions.

Administration & Project Reports

Mr. Powell stated that the reports had been provided, and there were not many changes.

Authority Members Report

Mr. Stalrit reported that there would be a C17 operation at Space Coast Regional Airport in the following week.

Dr. Hosley stated that Rocket Crafters had signed a Memorandum of Agreement with Space Florida and that there would be further updates coming soon. Dr. Hosley stated to Mr. Powell that Mr. Ron Jones from Rocket Crafters would want to meet with him soon to give him an update.

Mr. Zonka reported that there was going to be a seminar for elected officials regarding the changes to the new Part 333 statutory changes, which protected the land around airports from encroachment. Mr. Zonka stated that he sent the information to Mr. Powell. Mr. Powell stated he didn't receive the email. Mr. Zonka stated that he would find it and send it to him again. Discussion continued.

Dr. Leavitt reported that he had been getting positive feedback on the restroom updates. Dr. Leavitt stated that tenants were also inquiring about getting Wi-Fi clouds at the airports. Mr. Powell stated that Staff had looked into that before and it was quite expensive. Mr. Powell added that he could check the prices again and see if it had gotten any better. Mr. Zonka suggested possibly putting in a hotspot. Mr. Sansom stated that perhaps tenants could opt in and contribute to the costs. Discussion continued.

Mr. Sansom reported that there had been some interesting legislative sessions lately. Mr. Sansom stated that the State no longer had the ability to put incentives out to draw business to Florida. Discussion continued.

Public & Tenants Report

Mr. Sansom turned the floor over to the public.

Mr. Don White, EAA President at Merritt Island Airport, discussed the EAA scholarship program, stating that they had chosen a 13 year old girl who would be going to Oshkosh, completely paid for. Discussion continued.

Mr. Powell stated that he just received a formal announcement by Mr. Steven Hicks from the FAA that the Airport Authority won the General Aviation Safety Award for the 2016 Southern Regional Airports Division Safety Award Program for the Runway Safety Area Project at Merritt Island Airport. Mr. Sansom stated that Ms. Laurilee Thompson also received an award for her environmental involvement with seagrass replanting at Merritt Island Airport. Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 9:33 a.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY