

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on January 19, 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. Harry Carswell, Secretary; Mr. Milo Zonka, Treasurer; Dr. David Hosley; Dr. John Leavitt; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq., Airport Attorney was in attendance via teleconference. Dr. Wasim Niazi 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 changes or additions to the Agenda. Mr. Powell asked for the Board's consideration to allow Ms. Mariben Anderson from Michael Baker International to do a brief presentation on the Runway Safety Area Project at Merritt Island Airport regarding on another environmental award. Mr. Zonka made a motion to approve the Agenda as amended. Dr. Leavitt seconded. Mr. Sansom called the question. There were no objections. Motion Passed.

Appearances – None**Presentations – Presentation on the RSA at Merritt Island Airport by Ms. Mariben Anderson from Michael Baker International**

Ms. Anderson gave a Power Point presentation showing highlights of the Merritt Island Runway Safety Area and Shoreline Stabilization Project, followed by discussion. Ms. Anderson stated at the conclusion of her presentation that in either April or May there would be a press release sent out that showing the success and environmental benefits of the project. Discussion continued.

Consent Agenda**Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. December 15, 2016 – Regular Meeting**

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

Old Business – None

New Business**Item A – Discussion and Consideration of a Refundable Application Fee Being Required for Anyone Wishing to be on a Waitlist for Hangars**

Mr. Powell gave an overview of the item, stating that the Board had requested looking into charging a fee for people who wanted to be on a waitlist for hangars at the any of the three airports. Discussion continued.

Dr. Hosley asked if other airports were charging a waitlist fee. Dr. Leavitt stated that they charged a fee at the airport in St. Petersburg. Discussion continued.

Mr. Leavitt stated that he would like to impose the fee starting in March. Mr. Pickles stated that it was entirely a Board decision and they would need to propose and pass a resolution. Mr. Sansom stated that they would need to decide what the program would be. Discussion continued.

Mr. Sansom stated that he believed the Board was clearly not ready to vote on a resolution, so he suggested not to act yet. Mr. Sansom asked Staff to look into it and put it back on the agenda for action when appropriate. Mr. Zonka recommended getting policies from other airports to bring back for discussion as well. Discussion continued.

No action was taken.

Item B – 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 8 in the amount of \$5,025 from Sterling Enterprises, which was for the Runway Safety Area Improvements Construction Project at Merritt Island Airport. Discussion continued.

Mr. Carswell made a motion to approve the invoice. Mr. Zonka seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Information Section**CEO Report**

Mr. Powell reported that there had been another successful C-17 Operation at Space Coast Regional Airport.

Mr. Powell reported that there would be three new ground leases for large hangars in the works and hoped they would be ready for the Board's consideration in the following month.

Mr. Powell stated that he had met with a representative from Astrotech regarding partnerships and possibilities for expansion. Discussion continued.

Mr. Powell stated that Staff was working on completing a rough draft of the Request for Proposals for a commercial real estate brokerage. Mr. Powell added that Mr. Scott Shepard from Port Canaveral had sent the Port's proposal as a model.

Mr. Powell discussed KB Homes, stating that they would be seeking a zoning change for their property at The City of Titusville meeting on the 28th of February. Mr. Powell explained what kind of change KB Homes was seeking.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles informed the Board that he was waiting on a reply in the Welsh case.

Mr. Pickles stated that he would bring the draft Request for Proposals for a commercial real estate brokerage to the next Board Meeting.

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 he had streamlined the report, and gave a brief explanation. Mr. Powell stated that he also sent the Spaceport License updates per the Board's request at the last meeting.

Mr. Zonka exited the meeting at 9:31 a.m.

Mr. Stalrit asked Mr. Russell if there was a recommended course of action between the two choices presented at the last meeting regarding the dip in the runway at Merritt Island Airport. Mr. Russell stated that he would need to speak with Mr. McDaniel and see what he had done. Discussion continued.

Dr. Hosley asked Mr. Powell if he had spoken with anyone from AUVSI (Association of Unmanned Vehicle Systems International) regarding Unmanned Vehicle Systems. Mr. Powell stated that he had not, but he knew of three substantial groups that were interested in possibly bringing that type of activity to the area. Dr. Hosley recommended that Mr. Powell get in touch with one of the local chapters. Discussion continued.

Authority Members Report

Mr. Stalrit stated that was able to see the landing and departure of the C-17 at Space Coast Regional Airport and thanked Staff for a successful operation. Discussion continued.

Public & Tenants Report

Mr. Donald Conover, a tenant at Space Coast Regional Airport, discussed some issues he was having regarding his t-hangar. Mr. Conover stated that his hangar was prone to flooding and his hangar was very wet all the time, adding that he had spoken to Staff several times and nothing had been done. Mr. Richard Jones, Director of Facilities, stated that he had actually watched the hangar during a downpour to try and figure out what was going on, and that he had contacted other tenants in the same building to see if they were having the same issue; however, they were not. Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 9:58 a.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY