

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on January 15, 2015 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; Dr. David Hosley, Vice Chairman; Ms. Patricia Patch, Treasurer; Mr. Harry Carswell, Secretary; Dr. Wasim Niazi; Mr. Milo Zonka; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq., Airport Attorney. Mr. Jay Stalrit 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. Seeing none, Mr. Sansom asked for a motion. Ms. Patch made a motion to approve the Agenda as presented. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion Passed.

Mr. Pickles read a letter from Mr. Sansom to the Board pursuant to Florida Commission on Ethics and appropriate statutes regarding conflict of interest in the matter of a measure that came up for vote regarding Florida East Coast Industries (FEC).

**Appearances – None****Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. December 18, 2014 – Regular Meeting**

Mr. Sansom noted that there should be a correction to the minutes that had been provided in the Agenda package, stating that on page four, East Coast Industries needed to be changed to Florida East Coast Industries. Mr. Zonka also noted that on page seven in the last paragraph, “500 operations a day” should be corrected to say “500 operations a year”. Discussion continued.

Mr. Sansom called the question. Without objection, the Consent Agenda passed.

**Old Business – None**

**New Business****Item A – Discussion & Consideration of a Renewal Ground Lease Agreement for 4,400 Square Feet of Land at TIX**

Mr. Powell gave a brief overview of the item, stating that it was a renewal for the United States Air Force for weather equipment on airport property. Mr. Powell stated that the USAF wanted to make a modification to the lease. Discussion continued amongst the Board.

Dr. Niazi made a motion to approve the renewal. Ms. Patch seconded. Mr. Sansom called the question. There were no objections. Motion passed.

**Item B – Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by the Airport Engineering Company and Contractors Regarding Current Projects**

Mr. Sansom noted that Mr. Pendleton was not in attendance, so he deferred Item B.

**Item C – Discussion by Mr. Brian Russell of Recent Invoiced Costs by Michael Baker Jr., Inc. and Contractors Regarding Current Projects**

Mr. Sansom turned the floor over to Mr. Russell.

Mr. Russell presented Pay Application Number 11 – Final in the amount of \$113,934.19 from GLF Construction, which was for the West Apron Rehabilitation Project at Space Coast Regional Airport.

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

Mr. Sansom asked Mr. Russell for an update on the Spaceport License. Mr. Russell updated the Board.

**Information Section****CEO Report**

Mr. Powell reported that Staff had been busy meeting with business prospects along with Ms. Laura Canady. Mr. Powell also stated that he had met with Rocket Crafters the preceding day, and he felt they were focused.

Mr. Powell discussed Florida East Coast Industries. Discussion continued amongst the Board.

Mr. Sansom stated that the Airport Authority would soon be receiving a letter from Flagler Logistics Center with a request to add them to the Spaceport Territory. Discussion continued.

Mr. Powell reported that the appraisal had wrapped up and that he had discs for the Board members to review.

Mr. Powell concluded his report.

### **Attorney Report**

Mr. Pickles reported that he had investigated the issue with the Financial Disclosure Forms, which was discussed at a previous meeting, and that the Airport Authority Board members were no longer required to file the forms. Mr. Pickles added that the County had taken the Airport Authority off the list of entities that were required to file.

Mr. Pickles gave the Board a status update on the loan, stating that they were still going back and forth on the issue of the tax exempt status of equipment that was purchased for the tower with the previous loan. Mr. Pickles stated that he believed they were satisfied, but could possibly bring the amount of the loan down. Mr. Pickles stated that the County meeting was on January 27<sup>th</sup>. Discussion continued.

Mr. Pickles concluded his report.

### **Item B – Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by the Airport Engineering Company and Contractors Regarding Current Projects**

Mr. Sansom asked if Mr. Powell knew where Mr. Pendleton was. Mr. Powell stated that he did not, but he would go ahead and read the invoices for New Business – Item B in Mr. Pendleton's absence. Mr. Pickles stated that it may be best to have a professional engineer read them. Mr. Powell asked Mr. Russell if he would go ahead and read the invoices. Mr. Russell complied.

Mr. Russell presented Pay Application Number 2 – Final in the amount of \$18,160.50 from J.J. Cunningham and Invoice Number 14142 in the amount of \$1,150 from Airport Engineering, which were for the Airfield Pavement Marking Project at Space Coast Regional Airport.

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

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

Mr. Powell stated that everything had been provided and would answer any questions.

### **Administration & Project Reports**

Mr. Powell stated that the reports were provided, but hadn't changed much.

**Authority Members Report**

Mr. Zonka asked if having the Liquid Gas plant so close to the airport was in issue. Mr. Sansom stated that they had enough of a buffer. Discussion continued.

Mr. Zonka asked Mr. Powell about the RSA Project at Merritt Island Airport. Mr. Powell stated that Staff was in the process of finalizing acquisition of property for mitigation, but everything else was ready. Discussion continued.

Dr. Hosley inquired about the Shuttle Landing Facility, asking if there were any updates. Mr. Powell stated that they Space Florida should be finalizing the agreement with Kennedy Space Center soon. Discussion continued.

Mr. Powell gave a brief update on the upcoming airshow at Space Coast Regional Airport, stating that the Thunderbirds would be there and Airport Authority Staff was helping out in any way they could.

Dr. Hosley stated that manufacturing was where the jobs were and that there was a push in the south part of Brevard County to bring more manufacturing in. Dr. Hosley stated that North Brevard needed more manufacturing. Discussion continued.

Mr. Sansom stated that the legislature was beginning to ramp up and that there may be some opportunities for the Authority coming up. Discussion continued.

Mr. Sansom stated that there may be an opportunity to ask the Legislature about lengthening the runway at Space Coast Regional Airport, so the Airport Authority could accommodate some potential vendors that needed more comfort with the runway length. Mr. Sansom stated that if the rationale for that runway length was for space operations, the Authority would need a certain amount of operations per year to get consideration.

**Public & Tenants Report**

Mr. Don Stiver from the Merritt Island Airport read a formal request regarding the budget. Discussion continued.

Mr. Stiver stated that the tenants at Merritt Island wanted to make sure they were getting their fair share of the budget because the t-hangar rents were where the Authority was getting the most cash flow. Mr. Stiver also requested that the Airport Authority develop mission statements for all three airports. Discussion continued.

Mr. Zonka stated that someone had mentioned to him that the entrance at the Merritt Island Airport needed to be cleaned up. Discussion continued.

Ms. Laura Canady stated that some of the groups coming into the Space Coast Regional Airport felt that the airport needed more signage at the entrance to showcase that the airport was there. Discussion continued.

Mr. Don White from the Merritt Island Airport thanked the Board for their support and encouraged the Board members to research and understand the Board meeting agendas. Mr. White discussed the Airport Authority CEO salary.

Mr. White stated that he would like it if the Board enabled public comment before each item was voted on. Mr. Sansom stated that one could always put in a card for each agenda item if they wanted to speak. Discussion continued.

Mr. White discussed issues he had with the new Airport Authority website. Discussion continued.

### **Adjournment**

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

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JERRY SANSOM, CHAIRMAN

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HARRY CARSWELL, SECRETARY