

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on October 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. Milo Zonka, Treasurer; Mr. Harry Carswell, Secretary; Dr. Wasim Niazi; Dr. David Hosley; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Victor Watson, Esq. Mr. Jay Stalrit and Dr. John Leavitt 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 to approve. Mr. Carswell made a motion to approve the Agenda as presented. Dr. Niazi 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. September 21, 2017 – Regular Meeting**
- 2. September 21, 2017 – Second Budget Hearing**

**Item B – Resolutions**

- 1. Approving an FAA Grant for the Runway 11-29 Settlement Rehabilitation at Merritt Island Airport**
- 2. Approving an FDOT Grant for the Runway 11-29 Settlement Rehabilitation at Merritt Island Airport**
- 3. Approving an FAA Grant for the Design and Construction of Airfield Lighting at the Space Coast Regional Airport**
- 4. Approving an FDOT Grant for the Design and Construction of Airfield Lighting at the Space Coast Regional Airport**

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

**Old Business – None**

**New Business****Item A – 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 Invoice Number 4 in the amount of \$4,127.67 from Michael Baker International, which was for the Runway End Identifier Lights Project at Space Coast Regional Airport.

Mr. McDaniel presented Invoice Number 8 in the amount of \$15,551.27 from Michael Baker International, which was for the North Area Security & Infrastructure Project at Merritt Island Airport.

Mr. McDaniel presented Invoice Number 2 in the amount of \$14,080.13 from Michael Baker International, which was for the Port-A-Port Replacement Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 17 in the amount of \$2,221.36 from Michael Baker International, which was for the Spaceport License Application Process at Space Coast Regional Airport. Discussion continued.

Mr. Zonka joined the meeting at 8:40 a.m.

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

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

Mr. Powell reported that the FAA had sent a memorandum that got people in the Contract Tower Program a little nervous. Mr. Powell explained that the Contract Tower Program varied greatly between the involved airports, but what the FAA stated in the memo was that they wanted all the tower contracts to be uniform, and would no longer participate in any of the situations where the FAA would be paying for the use of facilities. Mr. Powell stated that the reason people were nervous was because they thought the FAA was going to pull their funding to pay the employees at the towers, but that wasn't the case.

Mr. Powell stated that the FAA also had an inspection and decided to approve some additional weather reporting equipment that previously had not been mandatory, so they were now demanding that all contract towers have the additional equipment installed at the cost of about \$10,000.

Mr. Powell reported that the airports were still recovering from storm damage, and that the insurance adjuster wanted to see what had been submitted in a different format to make it easier for them to agree with the estimates.

Mr. Powell stated that Staff was looking forward to starting some much needed projects, to include the repair of the dip in the runway at Merritt Island Airport and the REILS project at Space Coast Regional Airport. Mr. Powell also stated that the Box Hangar Project to replace the Port-a-Ports at Merritt Island Airport would go out for bid in January. Discussion continued.

Dr. Niazi stated that after the storm, he noticed the screws that held the sheet metal on the roofs of the t-hangars at Merritt Island Airport were lying all over the place, and that he felt all the roofs should be checked and secured in order to avoid more damage if another storm hit. Dr. Niazi also stated that the North gate pole at Merritt Island Airport had snapped during the storm, and that it should be replaced with a different material than it was. Mr. Powell asked Mr. McDaniel to have the inspector check those items. Discussion continued.

Mr. Powell stated that Staff was looking into ways to make the roofs and hangars more secure during storms. Dr. Niazi suggested writing an email to tenants that would instruct them on how to secure their hangars. Discussion continued.

Mr. Powell reported that there was continued interest in Airport Authority facilities.

Mr. Powell concluded his report.

### **Attorney Report**

Mr. Watson reported that he was amending a number of leases and writing demand letters.

Mr. Watson stated that he had not heard back about the pending litigation with Welsh, but he would check into it. Mr. Watson also stated that he had heard that the attorneys were thinking about withdrawing from the case. Discussion continued.

Mr. Watson concluded his report.

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

Mr. Powell stated that the financial reports were not available for this meeting, but would be presented at November's meeting.

### **Administration & Project Reports**

Mr. Powell stated that the Authority was getting ready to start a few projects and the Board would see that reflected on the report in the next couple of months.

**Authority Members Report**

Mr. Carswell asked Mr. Powell how the search for legal services was going. Mr. Powell stated that there was at least one firm interested and that the Request for Proposals deadline had been extended to November 8<sup>th</sup>.

Dr. Niazi stated that he had spoken to Mr. Charles Parker, the Director of the Davinci Program at Merritt Island High School, who told him that they used to have pilots come out once or twice a month to speak with the participants of that program. Dr. Niazi stated that Mr. Parker was interested in coming to the next Board meeting and maybe coordinating with the Young Eagles Program. Discussion continued.

Mr. Sansom stated that the legislative session started the second week of January of 2018. Mr. Sansom stated that things would be tighter than last year and that they were spending a lot of time on hurricane preparedness and effects.

Dr. Hosley stated that there was a great program on the expansion of aviation in Central Florida, which was basically on the growth at Orlando Airport, Melbourne and Sanford. Dr. Hosley stated that there is a big push in aviation, which was drawing in major companies for new business. Discussion continued.

Mr. Zonka asked what was happening with the real estate brokerage agreement. Mr. Powell stated that Staff had just received a long set of comments back from Mr. Lightle from the Lightle Group on the contract proposal. Mr. Powell stated that Staff was going to address the comments and get the contract back to Mr. Lightle. Discussion continued.

Dr. Hosley discussed unmanned systems, stating that there was a big push in the industry and that it would all tie back to the Spaceport License. Mr. Powell stated that Airscan at Space Coast Regional Airport was tuned in to that, as well as possibly North American Surveillance Systems. Discussion continued.

**Public & Tenants Report**

Mr. Sansom turned the floor over to Mr. Don White, President of the EAA at Merritt Island Airport. Mr. White stated that the Young Eagles event that was scheduled at Merritt Island Airport had been rescheduled to November 11<sup>th</sup>. Mr. White also announced that the Merritt Island Toys for Tots event was scheduled for December 9<sup>th</sup>.

Mr. White stated that the EAA was involved with the Davinci Program at Merritt Island High School at one time and he would be able to get some volunteers to start with that program again. Discussion continued.

Dr. Niazi asked Mr. Powell if there were any updates on Bristow at Space Coast Regional Airport. Mr. Powell stated that he had heard there were some people talking about acquiring the company. Discussion continued.

**Adjournment**

Mr. Sansom adjourned the meeting at 9:11 a.m.

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JERRY SANSOM, CHAIRMAN

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HARRY CARSWELL, SECRETARY