

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on October 17, 2019 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, Vice Chairman; Mr. John Craig, Treasurer; Mr. Harry Carswell, Secretary; Mr. Roger Molitor; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Adam Bird, Attorney. Mr. Al Elebash and Mr. Donn Mount 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 proposed changes to the Agenda. Seeing none, Mr. Sansom called for a motion to approve the Agenda as presented. Mr. Craig made the motion. Mr. Molitor 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 19, 2019 – Regular Meeting**
- 2. September 19, 2019 – Second Budget Hearing**

Mr. Sansom called for a motion to approve the Consent Agenda. Mr. Molitor made a motion to approve the Consent Agenda. Mr. Craig seconded. Mr. Sansom called the question. There were no objections. Motion passed.

New Business**Item A – Discussion and Consideration of a Renewal Ground Lease Agreement for Up to 100 Acres in the Orange Grove Area at Space Coast Regional Airport**

Mr. Powell gave a brief overview of the item, explaining that Mr. Bud Crisafulli from CED, had a ground lease for the past 5 years with the option for another 5 years. Mr. Powell explained that initially the property would be assessed to see if the orange groves could be brought back to where they were, but it was determined that the groves were in worse shape than initially thought. Mr. Powell stated that that there was also an option of grazing cattle on the property to make revenue, but

due to the proximity in relation to the runway that use was limited. Mr. Powell stated that CED wanted to renew the lease for 3 years with two 1-year options. Mr. Powell explained some of the terms of the lease, and stated that if there was ever any revenue derived from something on the property, than the Airport Authority and CED would split the profits. Mr. Powell stated that CED had sent in a couple different groups to harvest some of the trees, which generated some income. Mr. Powell stated that Mr. Crisafulli was in attendance to answer any questions.

Mr. Sansom turned the floor over to Mr. Crisafulli. Mr. Crisafulli gave a history of what CED had been doing, to include fencing the road and clearing of the approximately 30 acres through the tree companies. Mr. Crisafulli explained that CED's purpose and goal was to graze cattle on the property, but there had been a lot of trespassers on the property so it would be difficult to control. Mr. Crisafulli stated that he really didn't need a lease to keep managing the property, but he would leave it up to the Board to decide. Discussion continued.

Mr. Bird explained that if there was no lease in place, the Airport Authority would be giving up the right for what happens on the property, so the lease terms were simply to protect the Authority. Discussion continued.

Mr. Molitor stated that he would like to do away with the lease and start with an agreement that actually said what was going to be done. Mr. Zonka suggested a simple management agreement. Mr. Bird stated that there were some risks in that, because if services were being provided, it was subject to public advertising. Discussion continued.

Mr. Craig stated that he felt it might be better to let Mr. Crisafulli and Mr. Bird re-work the lease to change the name to CED and make sure the Airport Authority and Mr. Crisafulli were fully protected.

Mr. Molitor made a motion to approve the lease subject to cleaning up the lease language, taking out the income from the orange groves. Mr. Zonka seconded the motion. Discussion continued.

Mr. Sansom suggested not to make a final approval and if anyone else wanted to be considered for a similar operation, than they could show up at the next meeting and talk about it. Mr. Molitor amended his motion to include Mr. Sansom's statement. Mr. Zonka seconded the amendment. Discussion continued.

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

Mr. Molitor left the meeting at 8:56 a.m.

Item B – Discussion and Consideration of a Renewal Ground Lease Agreement for 4,400 Square Feet of Land at Space Coast Regional Airport

Mr. Powell gave a brief overview of the item, stating that the Airforce was seeking renewal for the Weather Equipment Agreement. Discussion continued.

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

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

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

Mr. McDaniel presented Pay Request Number 7 in the amount of \$162,270.45 from H.L. Pruitt, Pay Request Number 6 in the amount of \$18,912.23 from Michael Baker International, and Pay Request Number 7 in the amount of \$30,000.00, from Michael Baker International, which were for the Airfield Lighting 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. McDaniel gave an update on the Spaceport License application process, stating that it was ready to submit today, which was the first day of the 180 day clock. Discussion continued.

Item D – Discussion by Mr. Rob Hambrecht of Recent Invoiced Costs by AVCON and Contractors Regarding Current Projects

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

Mr. Hambrecht presented Pay Request Number 5 in the amount of \$4,652.04 from AVCON, Inc., which was for the PAPI Replacement Project at Arthur Dunn Airpark.

Mr. Hambrecht presented Pay Request Number 1 in the amount of \$11,541.75 from AVCON, Inc., which was for the PAPI Replacement Project at Merritt Island Airport.

Mr. Craig made a motion to approve the invoices. Mr. Zonka seconded. There were no objections. Motion passed.

Information Section

CEO Report

Mr. Powell reported that Staff had received a letter from Davies, Houser & Secrest thanking the Airport Authority for the twenty year partnership. Mr. Powell stated that if the Board members didn't receive the letter, he could make copies. Mr. Sansom asked if Staff could include the copies of the letter in the next meeting agenda.

Mr. Powell stated that the Titusville City Manager, Mr. Scott Larese and Staff had a conversation regarding a proposal to have a potential partnership with the Titusville Fire Department to help man the ARFF station at Space Coast Regional Airport 24-7 over a phased approach. Mr. Powell explained that the KB Homes development would require a certain response time and the Fire Station would be set up as a dual-use facility. Mr. Powell stated that he was just looking for direction from the Board to see if they wanted him to move in that direction.

Mr. Sansom turned the floor over to Mayor Walt Johnson. Mayor Johnson stated that it really seemed like a win/win situation, because the Airport Authority would get a fully staffed fire station and the City of Titusville would get additional protection for all the citizens in the south part of Titusville. Mayor Johnson gave the floor to Mr. Scott Larese, City Manager, for the details.

Mr. Larese stated that the City was experiencing a lot of growth on the South side and would have to build a fire station if they couldn't come to an agreement with the Airport Authority. Mr. Larese continued to give details on how the whole thing would work. Discussion continued.

Mr. Zonka stated that Staff should make sure that FDOT was on board. Mr. Powell stated that there would have to be clear delineation. Discussion continued.

Mr. Kevin Panik, tenant of the Airport Authority, stated that he felt it was a win/win situation, but cautioned that Board to make sure that the City took care of maintenance of the building. Discussion continued.

Mr. Powell reported that he had a conversation with representatives from Eastern Florida State College (EFSC) about the possibility of them relocating the facility for their A&P program from Melbourne to Space Coast Regional Airport. Mr. Powell stated that in order for EFSC to pass the cost of the relocation on to the students, they would have to lease the building, and they were looking to partner with someone who could build the facility and give them a fixed lease rate.

Mr. Sansom turned the floor over to Mr. Frank Margiatti from EFSC. Mr. Margiatti stated that they had been at Melbourne for four and a half years, but they were outgrowing the facilities which were also aging. Mr. Margiatti stated that they really liked Space Coast Regional Airport and there were a lot of pluses to the location overall. Discussion continued.

Mr. Powell stated that there was a very tight timeline for EFSC, but Staff could go to FDOT to see if funding was available if the Board wanted to do that. Discussion continued.

Mr. Craig stated that he would like to see Staff put full effort into the EFSC proposal because he felt it was something that was needed for the area. Mr. Craig added that he thought the Board needed to have regular updates as to where things were in the conversation with EFSC and the legislature, so that board members could assist in any way possible. Discussion continued.

Mr. Zonka stated that he spoke with Space Florida and they talked about the ability to do leasing of equipment, so if anyone needed to reequip their facility and there was no capital to do that, they could be a conduit financier for lease of jet engines or other equipment needed. Mr. Zonka recommended that Staff speak with Matt Chesnut from Space Florida and also engage Troy Post from the North Brevard Economic Development Zone (NBEDZ). Discussion continued.

It was the consensus of the Board that Mr. Powell move forward with EFSC.

Mr. Powell concluded his report.

Attorney Report

Mr. Bird reported that he was currently working on four leases and renewals.

Mr. Bird reported that there was some small things with tenants he was still working on, in addition to still working on the Welsh Construction case. Discussion continued.

Mr. Bird concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that the financials had been provided. Discussion continued.

Administration & Project Reports

Mr. Powell stated that the report was provided with a few small updates.

Authority Members Report

Mr. Craig asked Mr. Powell if there was a possibility that the Valiant Air Command was not going to have an airshow in 2020. Mr. Powell stated that it was being discussed because costs had significantly increased and they didn't have a headliner. Mr. Powell added that in 2019 they lost money.

Mr. Sansom stated that the Florida State Legislature was gearing up and would be going full-tilt starting in January.

Public & Tenants Report

Mr. Sansom recognized Space Coast Regional tenant Mr. Kevin Panik. Mr. Panik stated that he had presented three charts at the last Board meeting, but there were some Board members absent and he wasn't sure if they knew about his presentation, because it wasn't reflected fully in the minutes. Mr. Panik talked about his presentation, stating that there were three items: Transparency and Proper Communication, Thinking Innovatively and Making Sure You Work With all of

Your Stakeholders. Mr. Panik stated that he felt he had gotten positive feedback at the time, but proceeded to give a couple of concrete examples. Mr. Panik proposed that he meet with Staff to discuss an innovative thought about maintenance to t-hangars, starting with the oldest buildings first. Mr. Panik discussed setting goals.

Mr. Panik discussed being able to contact Board members, stating that he called one of the Board members and also tried email, but there was no response. Discussion continued.

Mr. Don White from the Merritt Island Airport stated that he had gone to a user group meeting at the Merritt Island Airport and they had addressed noise complaints and what could be done to be better citizens for the community. Mr. White stated that Mr. Justin Hopman, Airport Authority Operations & Facilities Manager, was in attendance as well.

Mr. White stated that the next Young Eagles event was being held on October 26th, and that there were already 140 kids signed up.

Mr. White stated that Toys for Tots would be held on December 14th.

Mr. Zonka asked Mr. Powell if the Board could get an update in writing on what was accomplished this year for facilities maintenance, in addition to open work orders. Mr. Powell stated that he would and gave an overview of what was spent.

Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 9:38 a.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY