

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on July 18, 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. Harry Carswell, Secretary; Mr. John Craig, Treasurer; Dr. David Hosley; Mr. Michael D. Powell, C.M., ACE, CEO; Ms. Lesley-Anne Marks, Attorney. Mr. Al Elebash 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 proposed changes to the Agenda. Mr. Powell stated that the description for New Business-Item A, needed to be changed to reflect two vehicles and two mowers rather than one mower. Mr. Sansom called for a motion to approve the Agenda as amended. Dr. Hosley made the motion. Mr. Carswell 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. June 20, 2019 – Regular Meeting**

Mr. Sansom called for a motion to approve the Consent Agenda. Mr. Zonka 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 & Consideration of Two Vehicles and Two Mowers for the Facilities Department**

Mr. Powell gave a brief overview of the item, stating that the two vehicles were from the state bid and for the mowers, Staff went with the three-bid system. Discussion continued.

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

Item B – Discussion & Consideration of the Proposed 2019-2020 Fiscal Year Budget

Mr. Powell gave a brief overview of the item, stating that the budget was presented in May and that the Board would see it again in August and September for the First and Second Public Hearings. Mr. Zonka asked if there were any changes from the last time. Mr. Powell stated that there were not. Ms. Lesley-Anne Marks, Attorney, stated that no motion was necessary.

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

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

Mr. Oliver presented Pay Request Number 7 in the amount of \$25,000.00 from Michael Baker International and Pay Request Number 6 in the amount of \$179,646.73 from C&D Construction, which were for the Port-A-Port Replacement Project at Merritt Island Airport.

Mr. Oliver presented Pay Request Number 4 in the amount of \$153,774.00 from H.L. Pruitt, which was for the Airfield Lighting Rehabilitation Project at Space Coast Regional Airport.

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

Mr. Zonka asked if there were any changes in the cost for the new hangars at Merritt Island Airport. Mr. Powell gave a brief explanation. Discussion continued.

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

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

Mr. Shea presented Pay Request Number 2 in the amount of \$2,774.87 from Avcon, Inc., which was for the PAPI Replacement Project at Arthur Dunn Airpark.

Mr. Shea presented Pay Request Number 2 in the amount of \$4,000.00 from Avcon, Inc., which was for the Airfield Marking Improvements Project at Arthur Dunn Airpark.

Mr. Carswell 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 been working with a number of groups that were looking to possibly expand their operations at Space Coast Regional Airport. Mr. Powell stated that many of the groups were coming back and reviewing the facilities, and that Staff and Mr. Bird were finishing up on several leases to bring back to the Board at a future date.

Mr. Powell concluded his report.

Attorney Report

Ms. Marks reported that Staff was working on several lease agreements, with a large amount of interest in Wings Two and Three in the Administrative Building, in addition to another building at Space Coast Regional Airport for the Elks Lodge.

Ms. Marks reported that the attorney continued to conduct more discovery in the Welsh case in order to best prepare the defense. Discussion continued.

Ms. Marks concluded her report.

Check Register & Budget to Actual

Mr. Powell stated that the financials had been provided.

Mr. Zonka thanked Ms. Ashley Campbell, Manager of Finance & Grants Administration, for providing an Aging Report.

Administration & Project Reports

Mr. Powell stated that the report was provided and would be happy to answer any questions.

Mr. Zonka asked if Staff could provide a spreadsheet showing open work orders. Mr. Powell stated that all ongoing issues were currently being addressed and that the auctioneer had already removed a lot of the equipment and would be taking more today. Mr. Sansom asked Mr. Powell to provide a pictorial update at the next meeting.

Authority Members Report

Dr. Hosley stated that he spoke with Commissioner Lober at length about the Airport Authority, the Space Program and unmanned systems, and that it was a very good conversation.

Public & Tenants Report

Mr. Sansom turned the floor over to Mr. Mark Grainger from Florida Biplanes at Merritt Island Airport. Mr. Grainger stated that he had been operating his maintenance business out of the Servant Air Ministries hangar, and that they had notified him that they were terminating his lease with short notice for him to move out. Mr. Grainger stated that he didn't have any place to put the business and was inquiring about a building that was for sale on the North-West corner of the airport. Mr. Grainger stated that he thought it was a perfect place for his maintenance building, but it was outside the fence. Mr. Grainger asked the Board if there was anything that could be done, and that if he bought the property, he could do a long term lease to the Airport Authority to have control of it or the Airport Authority could buy it and he would sign a long term lease. Mr. Powell stated that Staff reached out to the engineers and Mr. Bird, and that it would have to be approved through the FAA. Discussion continued

Mr. Don White from the EAA at Merritt Island Airport asked why the PAPI Project at the airport was put on the back burner. Mr. Powell stated that the project wasn't on the back burner and gave a brief explanation. Mr. Shea stated that he hadn't heard anything, but would speak to Mr. Rob Hambrecht and have him give an update soon. Discussion continued.

Dr. Hosley asked how the employee development training was going. Mr. Powell stated it was going well, and that Staff still had four more classes to go to. Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 9:04 a.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY