

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on November 15, 2018 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; Dr. David Hosley; Mr. John Craig; Mr. Al Elebash; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Adam Bird, Attorney. Dr. John Leavitt 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 called for a motion to approve the Agenda. Mr. Zonka made the motion to approve the Agenda as presented. Mr. Craig 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 20, 2018 – Regular Meeting**
- 2. September 20, 2018 – Second Public Budget Hearing**

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

Old Business – None**New Business****Item A – Discussion & Selection of Airport Authority Board of Directors Officer Positions**

Mr. Sansom asked if the current officers wanted to remain in their positions and opened up the floor to the Board for nominations. Discussion continued.

Mr. Elebash made a motion to leave the current officers in place. Mr. Craig seconded. Mr. Sansom called the question. All voted aye. Motion passed.

Item B – Discussion & Consideration of a Forbearance Agreement with Comp Air

Mr. Powell gave a brief overview of the item, stating that Comp Air had asked for some financial concessions a few months back, but had come to the point where they had begun to default on the agreement that was reached. Mr. Powell stated that another group, a potential investor, came forward and agreed to pay off what Comp Air owed to the Airport Authority. Mr. Powell stated that the group, needed a couple of months and was currently able to pay \$27,000 plus security, and have the total amount paid off by the end of the year. Mr. Powell stated that if something happened and they had to walk away, they were okay sacrificing their investment. Discussion continued.

Mr. Bird stated that this was an opportunity to at least get \$38,000.00, and that it wasn't the greatest scenario, but Staff was hopeful. Discussion continued.

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

Item C – Discussion by Mr. Nicholas Leone of Recent Invoiced Costs by Michael Baker International & Contractors Regarding Current Projects

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

Mr. Leone presented Pay Request Number 1 in the amount of \$53,467.20 from C&D Construction, which was for the Port-a-Port Replacement Project at Merritt Island Airport. Mr. Leone gave a brief update on the progress of the project, noting that everything was on schedule.

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

Mr. Leone gave a brief update on the Spaceport License Application process. Discussion continued.

Information Section

CEO Report

Mr. Powell reported that Staff had done a complete physical inventory to verify that everything was there and what condition it was in, adding that in the future Staff would make some changes to keep inventory more organized. Mr. Powell stated that Staff would be able to clean up the maintenance yard and make some money on the salvage to go towards getting more equipment. Discussion continued.

Mr. Powell stated that he spent a lot of time with other companies that were interested in the area.

Mr. Powell stated that the Facilities Staff was doing a very good job keeping all the facilities up.

Mr. Powell stated that the C17 operations were going well at Space Coast Regional Airport and it was looking to continue accelerating the operations in the future, which would hopefully bring additional opportunities. Discussion continued.

Mr. Powell stated that Staff was getting ready to start the audit in about a week and that the findings would be brought to the Board in February.

Mr. Sansom stated that he saw that NASA had started the process on re-doing the bridge on 405 and that DOT had a hearing coming up on December 6th regarding that. Discussion continued.

Mr. Powell stated that Staff, with the help of Michael Baker, had been going after 100% funding for at least one project, which was the North Area Security and Infrastructure (NASI) Project at Merritt Island Airport. Mr. Powell stated that Staff was going to try to go after 100% funding for at least three additional projects, but the FAA had told him that at least the NASI Project looked very good. Discussion continued.

Dr. Hosley asked Mr. Powell if he ever met with the people from the Airforce. Mr. Powell stated that he didn't on a regular basis, unless it had to do with the C17 operations. Discussion continued.

Mr. Zonka asked if the proposed project to construct a new FBO on the North Side of the Merritt Island Airport still had tenant involvement. Mr. Powell gave a brief explanation, stating that finances were a big thing and that there had been several project delays. Discussion continued.

Mr. Zonka stated that it might help if the Airport Authority put the proposed FBO project out to the public and see if anyone else was interested in it. Discussion continued.

Mr. Zonka suggested that Staff have a meeting with the users of Merritt Island Airport and find out what they would like to see from another FBO provider, and then based on the users' comments could add certain things to the scope of the project when it was time to put the RFP out on the street. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Bird reported that the Welsh issue was quiet, and he suspected that they didn't have a whole lot of fire on the case.

Dr. Hosley asked Mr. Bird about the abandoned aircraft at Space Coast Regional Airport. Mr. Bird responded that Staff was publishing a notice of sale on that aircraft and other items with a target of mid-December. Mr. Bird stated that he would send Board members the Notice of Sale. Discussion continued.

Mr. Zonka stated that he recently had a conversation with one of the County Commissioners, who told him that Valkaria Airport had just updated their entire package, including leases, contracts, minimum standards and rules & regulations. Mr. Zonka suggested that Staff try and get the package to look over and see if there was anything to help the Airport Authority in any future reviews of documents. Discussion continued.

Mr. Powell gave an update on the KB Homes situation. Discussion continued.

Mr. Bird concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that financial reports for the past two months had been provided and he would be happy to answer any questions.

Administration & Project Reports

Mr. Powell stated that the reports were provided, and that he hoped the Board liked the new document.

Authority Members Report

Mr. Carswell stated that he had heard the County Commissioners were talking about term limits for volunteers and asked if it would affect the Airport Authority Board. Mr. Sansom replied that it depended and that each Board member should probably talk to their appointing commissioner. Discussion continued.

Mr. Zonka stated that other airports full to capacity and had no space available, but the Airport Authority didn't seem to be able to lease any land. Mr. Zonka suggested that maybe the Airport Authority should try another approach, or get rid of some of the current exclusions in the Lightle-Beckner agreement. Discussion continued.

Mr. Sansom discussed the new Senator, Tom Wright, stating that he had some conversations with him. Mr. Sansom stated that the legislature was going to be focusing on water and water quality, so he suspected that a lot of the resources would be going towards that. Discussion continued.

Public & Tenants Report

Mr. Don White at Merritt Island Airport announced that they had another successful Young Eagles event with 118 kids, and that the next Young Eagles event was scheduled for January 26, 2019. Mr. White announced that the annual Toys for Tots event was scheduled for December 8th and it would be the 25th anniversary. Discussion continued.

Mr. White asked about the Jet A fuel tank at Merritt Island, stating that it had been stagnant for years because the Jet A fuel truck was broken. Mr. White asked if maybe the Jet A fuel tank could be used for something else. Mr. Powell stated that he had spoken with Mr. Mark Issott from Space Coast Aviation to get an update on that situation, and that Mr. Issott had told him that he didn't sell very much of the Jet A and confirmed that the truck was broken. Mr. Powell stated that Mr. Issott had been working with the fuel provider to try and negotiate a viable solution to lease a truck from them, because the current cost to lease one was \$2,500 and if he went that route he would have to pass the cost on to the customers. Mr. Powell stated that he asked Mr. Issott to keep him updated on those negotiations. Discussion continued.

Adjournment

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

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY