

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on November 21, 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. Harry Carswell, Secretary; Mr. Roger Molitor; Mr. Donn Mount; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Adam Bird, Attorney. Mr. Milo Zonka was in attendance via teleconference. Mr. John Craig 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. Zonka stated that he would like to add an item to New Business to discuss the CEO contract. Mr. Sansom polled the Board to see if they wanted to do that. Discussion continued.

Mr. Zonka stated that the CEO contract had an automatic renewal date of December 19th, which was the date of the next Board meeting, and if there was no discussion it would automatically extend. Mr. Zonka stated that he thought it would be a good time if anyone had any terms in the contract that they would like to discuss. Mr. Elebash made a motion to approve the Agenda as presented. Mr. Carswell seconded. Mr. Molitor stated that he felt the Board needed to take some time to go over the contract.

Mr. Sansom called the question. Mr. Elebash, Mr. Carswell and Mr. Sansom voted aye. Mr. Zonka, Mr. Molitor and Mr. Mount voted nay. The motion failed three to three. Discussion continued.

Mr. Molitor made a motion to do the evaluation in December. Mr. Zonka seconded. Mr. Sansom called the question. All voted aye, except for Mr. Carswell. Motion passed.

Mr. Zonka made a motion to approve the Agenda as presented. Mr. Elebash 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. October 17, 2019 – Regular Meeting

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

New Business**Item A – Discussion and Consideration of a Tractor, Heavy Duty Cutter and a Hydraulic Parallel Arm at Space Coast Regional Airport for the Facilities Department**

Mr. Powell gave an overview of the item. Mr. Mount asked if it was in the budget to purchase the tractor. Mr. Powell stated that it was and gave a brief explanation.

Mr. Mount made a motion to approve the purchase of the tractor. Mr. Carswell seconded. Discussion continued.

Mr. Molitor recommended purchasing the additional insurance policy from Kabota, which he felt was very good. Mr. Powell stated that he would definitely circle back and look into the insurance. Discussion continued.

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

Item B – Discussion and Selection of Airport Authority Board of Directors Officer Positions

Mr. Powell gave an overview of the item. Mr. Sansom opened the floor to nominations. Mr. Elebash nominated Mr. Craig for Vice Chairman. Mr. Carswell seconded the nomination. Mr. Molitor stated that for the brand new Board members it would be helpful to have the nominees give a brief overview of their experience. Mr. Zonka asked Mr. Sansom if he would be opposed to supporting himself for Chairman. Mr. Sansom stated that he was opposed to that, because he felt that the Chairman should be more of a team player, rather than someone who was trying to dismiss the CEO almost the entire time he had been on the Board. Mr. Zonka nominated himself for Chairman. Mr. Molitor seconded the nomination. Discussion continued.

Mr. Sansom gave an overview of Mr. Craig's background. Discussion continued.

Mr. Sansom called for a vote on the nomination of Mr. Craig for Vice Chairman. All voted aye.

Mr. Elebash nominated Mr. Sansom to remain as Chairman. Mr. Carswell seconded. Mr. Zonka gave a background on his qualifications. Mr. Sansom gave a background on his qualifications. Discussion continued.

Mr. Sansom called on a vote for Chairman. Mr. Zonka and Mr. Molitor voted for Mr. Zonka. Mr. Sansom, Mr. Mount, Mr. Carswell and Mr. Elebash voted for Mr. Sansom. Mr. Sansom retained his seat as Chairman.

Mr. Sansom asked Mr. Carswell if he wanted to remain Secretary. Mr. Carswell stated that he wanted to nominate himself for Treasurer. Mr. Elebash seconded the nomination. Mr. Carswell gave a background of his qualifications. Mr. Sansom called for a vote. All voted aye. Mr. Carswell was voted in as Treasurer.

Mr. Sansom called for a nomination for Secretary. Mr. Carswell nominated Mr. Elebash. Mr. Mount seconded the nomination. Mr. Elebash gave a background of his qualifications. Mr. Sansom called for a vote. All voted aye. Mr. Elebash was voted in as Secretary.

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 8 in the amount of \$265,747.50 and Pay Request Number 9 in the amount of \$139,014.00, both from H.L. Pruitt, and Pay Request Number 8 in the amount of \$16,000.00, from Michael Baker International, which were for the Airfield Lighting Rehabilitation Project at Space Coast Regional Airport.

Mr. McDaniel presented Pay Request Number 28 in the amount of \$32,561.00 from Michael Baker International, and Pay Request Number 18 in the amount of \$4,250.00 from Sterling Enterprises, which were for the Runway Safety Area Mitigation Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 8 in the amount of \$62,519.97 from C&D Construction, which was for the Port-A-Port Replacement Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 4-A in the amount of \$18,806.52, Pay Request Number 4-B in the amount of \$78,361.31, Pay Request Number 5 in the amount of \$42,328.74, Pay Request Number 6 in the amount of \$40,981.81, and Pay Request Number 7-Final in the amount of \$16,031.60, all from Michael Baker International, which were for the South Apron Rehabilitation Design Project at Merritt Island Airport.

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

Mr. McDaniel gave an update on the Spaceport License application process, stating that they had received a letter from the FAA officially accepting the environmental, and that the public meeting would be held at Space Coast Regional Airport between

5 and 8 p.m. on January 8th, 2020. Mr. McDaniel stated that a court reporter would be present. 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 2 in the amount of \$7,607.06 from AVCON, Inc., which was for the PAPI Replacement Project at Merritt Island Airport.

Mr. Carswell made a motion to approve the invoice. Mr. Molitor seconded. There were no objections. Motion passed. Discussion continued.

Mr. Sansom asked Mr. Powell where things were with the North Area Infrastructure Project at the Merritt Island Airport. Mr. Powell turned the floor over to Mr. McDaniel from Michael Baker International to answer the question. Mr. McDaniel stated that the project had been presented to the FAA for additional funding, but the funding did not come through. Mr. McDaniel stated that Michael Baker International value engineered the project to get the costs back down within what the FDOT had already written their grant for, and the contractor was signing the contract today and should mobilize within the next 30 days. Mr. McDaniel stated that the project included connecting to County sewer with a lift station on the north side, some drainage improvements, cleaning up the north pond and other improvements to prepare for construction and future projects on the north side.

Mr. Sansom stated that he received a phone call from a Mr. DeGrasso who had purchased property adjacent to the Merritt Island Airport and wanted through-the-fence access. Mr. Powell stated that Staff had been speaking with Mr. DeGrasso himself. Mr. Powell stated that Mr. DeGrasso purchased the warehouse immediately to the north-west of the airport, which was the same property that Mr. Mark Grainger had wanted to purchase for a through-the-fence operation. Mr. Powell explained that Mr. DeGrasso did some digging and came across a right-of-way deed from 1966 that said the owners at that time were going to give an easement for the Airport Authority to put in the perimeter road, and if it ever reverted back and the road went away, the property was supposed to revert back. Mr. Powell stated that Mr. DeGrasso was of the opinion that the warehouse was built to have direct airfield access, and that was what he wanted. Mr. Powell stated that Mr. Bird was looking into the issue, and Staff had sent the information to the FAA and FDOT to get their buy-in. Mr. Powell stated that the Airport Authority may be able to work with the FAA to give Mr. DeGrasso access in a variety of different ways, to include putting in funding for improvements to make a connection, but there were no guarantees. Discussion continued.

Information Section

CEO Report

Mr. Powell reported that he had circled back with the Eastern Florida State College regarding their interest in locating to Space Coast Regional Airport. Mr. Powell stated that he spoke with Space Florida and the North Economic Development Zone to see if anyone could assist. Mr. Powell stated it was a possibility that the Airport Authority could get a 50/50 grant and then have another entity help.

Mr. Powell reported that an entity called Million-Air and also AEG Fuels had shown interest in coming to Space Coast Regional Airport. Discussion continued.

Mr. Mount asked how many people were on the waiting lists at the 3 airports. Ms. Kimberly Paschke, Administrative Manager, answered the question. Discussion continued.

Mr. Mount asked how many employees there were. Mr. Powell stated that there were 13. Mr. Mount asked about the status of the T9 hangar building repairs at Space Coast Regional Airport. Mr. Powell gave an update. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Bird reported that the property that Mr. DeGrasso purchased, 275 Manor Drive, would need a survey, and that there was no question that the airport fence was within the property line, but the question was whether the Airport Authority had a right to do that or not. Mr. Bird stated that he and Staff would work to get that done, and then work with Mr. DeGrasso on a path forward for airfield access or whatever is decided. Discussion continued.

Mr. Bird updated that Board on the orange grove-Crisafulli lease status, stating that he had not heard back from Mr. Crisafulli's counsel yet, but the lease was currently in month-to-month status.

Mr. Bird reported that he was producing a few more documents in the Welsh Construction case from Michael Baker International, and he expected Mr. McDaniel's deposition to be re-set in the fairly new future. 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 and would be happy to answer any questions.

Authority Members Report

Mr. Sansom stated that the Florida State Legislature would begin January 14th and the Governor indicated he was going to curtail earmarks. Discussion continued.

Public & Tenants Report

Mr. Don White with the EAA at Merritt Island Airport reported that December 14th was the date for the Toys 4 Tots event at the airport. Mr. White also reported that at the last Young Eagles event on October 26th, the EAA had 185 kids registered, but because of the inclement weather 92 kids showed up.

Mr. Kevin Panik, tenant at Space Coast Regional Airport, invited the Board to his Flying Club's Weenie Roast on December 8th at the t-hangar. Mr. Panik asked if there was a current maintenance report. Mr. Powell gave a quick overview of the progress on equipment sales. Discussion continued.

Mr. Zonka asked about the progress on t-hangar building repairs and how the Airport Authority was going to keep the buildings in good shape moving forward. Mr. Powell gave an explanation. Mr. Sansom requested that Mr. Powell put that plan on paper so that if anyone wanted to see where we were. Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 10:00 a.m.

JERRY SANSOM, CHAIRMAN

AL ELEBASH, SECRETARY