

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on March 16, 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. Harry Carswell, Secretary; Mr. Milo Zonka, Treasurer; Dr. David Hosley; Mr. Michael D. Powell, C.M., ACE, CEO. Dr. John Leavitt was in attendance via teleconference. Mr. Jay Stalrit, Dr. Wasim Niazi and Mr. Timothy Pickles, Esq. 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. Mr. Powell stated that FAA and FDOT grant resolutions approval for the REILS project needed to be added to the Consent Agenda. Mr. Sansom asked for a motion. Dr. Hosley made a motion to approve the Agenda as amended. Mr. Zonka seconded. Mr. Sansom called the question. There were no objections. Motion Passed.

Appearances – None**Presentations – Presenting Ms. Laurilee Thompson with a Plaque Commemorating Naming the Merritt Island Airport Seagrass Mitigation Island to The Rodney Thompson Seagrass Restoration Island**

Mr. Powell gave a brief history of the origin of the plaque, stating that the Board had voted unanimously at the previous board meeting to re-name what was known as the Merritt Island Seagrass Mitigation Site to “The Rodney Thompson Seagrass Restoration Island” in honor of Ms. Laurilee Thompson’s father. Mr. Powell stated that it was in recognition of Ms. Thompson’s ongoing commitment and dedication to protecting the environment. Mr. Powell presented Ms. Thompson with the plaque and thanked her for everything she did for the community, the environment and the Airport Authority. Discussion continued.

Ms. Thompson thanked the Board and gave a history of the project, explaining how it all came about. Ms. Thompson stated that she was confident that when the community saw the success of the project, which was flourishing, it would lay the groundwork for future seagrass mitigation projects in the Indian River Lagoon. Ms. Thompson stated that the award meant so much to her. Discussion continued.

Mr. Keith Winsten, Executive Director for the Brevard Zoo, stated that the Thompson family’s history of innovation went back for years. Mr. Winsten stated that this new way to grow seagrass was a missing piece in the Indian River Lagoon restoration, and that it was amazing that Ms. Thompson took it on herself. Mr.

Winsten told Ms. Thompson that her father would be so proud knowing that she was continuing that tradition in his name. Mr. Winsten stated that it was a big risk for Ms. Thompson and for the Airport Authority as well. Discussion continued.

Mr. Sansom turned the floor over to Mr. Frank Sarcoma with the National Estuary Program for the Indian River Lagoon. Mr. Sarcoma thanked Ms. Thompson as a committee member on behalf of the Indian River Lagoon National Estuary Program. Discussion continued.

Mr. Sansom turned the floor over to Marcia Newell, Chief Legislative Aide for Brevard County Commissioner Rita Pritchett from District 1. Ms. Newell stated that although Commissioner Pritchett could not be in attendance, she wanted Ms. Thompson to know how much she appreciated everything she did for the community. Discussion continued.

Ms. Mariben Anderson from Michael Baker International thanked Ms. Thompson for her work and the Airport Authority for allowing Michael Baker to rename the island. Discussion continued.

Consent Agenda

Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:

1. February 16, 2017 – Regular Meeting

Item B – Resolution to Approve an FDOT Grant for the Replacement of Runway End Identifier Lights at Space Coast Regional Airport

Item C – Resolution to Approve an FAA Grant for the Replacement of Runway End Identifier Lights at Space Coast Regional Airport

Mr. Sansom stated that on Page 3 of the minutes in the first paragraph of the CEO report, the word litigation should be changed to mitigation.

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

Old Business

Item A – Discussion & Consideration of an Application Fee Being Required for Anyone Wishing to be on a Waitlist for Hangars

Mr. Powell gave a brief overview of the item, stating that the Board had asked Staff to look at other airports and get some examples in order to have a more informed opportunity to decide what to do moving forward. Mr. Powell stated that Staff did the research and prepared a summary sheet, which had been included in the Agenda package. Mr. Powell briefly went over the summary.

Mr. Zonka stated that it looked like there were two ways to do it; Charge a somewhat negligible but not refundable fee or charge a \$200 to \$500 refundable fee. Mr. Zonka stated that he would prefer going with a \$200 refundable fee. Mr. Zonka stated that he wasn't sure what would happen with the person that said they would take any airport, and whether or not there should be a separate list for that. Mr. Powell stated that currently if someone would take a hangar at any airport, they are required to put their name on each list. Dr. Leavitt stated that the premise was to charge a fee for each airport to avoid putting their name on an airport that they didn't really intend to accept. Discussion continued.

Mr. Carswell stated he would prefer a \$100.00 non-refundable deposit, in addition to considering an amount equal to one month's rent that would then be applied as their security deposit once they got a hangar. Mr. Carswell stated that the security deposit would be returned if they decided to remove their name from the list, but if they were offered a hangar and didn't take it then they would lose their deposit. Discussion continued.

Mr. Leavitt stated that if the Board decided to do a non-refundable portion of the fee, he would prefer that it was \$50 in addition to the one month rent deposit. Mr. Sansom turned the floor over to the public for comment.

Mr. Don Runaas from Merritt Island asked the Board what the Airport Authority would do with the money. Mr. White asked if another account would be created that would be separate bookkeeping. Mr. White stated that he felt the original purpose of the fee, which was to clarify the waiting list, had turned into something different. Mr. Don White from Merritt Island stated that he agreed with Mr. Runaas that it looked like it was becoming more of a revenue producer, and also more a financial nightmare for Staff. Discussion continued.

Mr. Powell stated that he felt a smaller fee would be better received. Discussion continued.

Mr. Zonka stated that he would be most comfortable with setting a fixed amount since Staff wouldn't be sure which hangar the person would get. Mr. Zonka stated that he preferred not to do an administrative fee, because the intent was to clean up the list and a deposit would do that. Mr. Zonka stated that the Airport Authority needed to be reasonable without being burdensome. Dr. Leavitt believed that it would be better to pick a fixed amount, and suggested an amount of \$250 and then perhaps look at the issue again in six months and see if the increased burden might warrant a \$50 non-refundable \$50 application fee at that point. Discussion continued.

Mr. Zonka made a motion that the Airport Authority charge a \$200 refundable fee for each airport. Dr. Leavitt seconded. Discussion continued.

Mr. Carswell stated that he wasn't sure he was ready to vote on this issue yet, because he would like to see how it would impact Staff. Mr. Carswell made a

motion to table the issue, and have Staff come back with more reviews. Mr. Sansom called the question on the motion to table. Mr. Carswell voted aye. Mr. Zonka, Dr. Leavitt, Dr. Hosley and Mr. Sansom all voted nay. Motion failed.

Mr. Zonka restated the original motion. Mr. Sansom called the question. All voted aye. Motion passed.

New Business

Item A – Discussion & Consideration of a Ground Lease at Space Coast Regional Airport

Mr. Powell gave an overview of the item, stating that the group Delta Hotel Aviation wanted to build a large hangar at Space Coast Regional Airport. Discussion continued.

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

Item B – 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 Pay Request Number 20 in the amount of \$45,745.84 from Michael Baker International, which was for the Runway Safety Area Improvements Construction Project at Merritt Island Airport. Discussion continued.

Mr. McDaniel presented Pay Request Number 4 in the amount of \$10,836.21 from Michael Baker International, which was for the North Area Security & Infrastructure Project at Merritt Island Airport.

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

Mr. McDaniel stated that he had good news regarding the Spaceport License. Mr. McDaniel stated that he spoke to his point of contact at the FAA and she assured him that the environmental assessment had been in legal review for approximately two and a half weeks and they expected it to be done at the end of March. Mr. McDaniel stated that once it came out of legal review the FAA would set up a meeting where the public would have an opportunity to voice their comments and concerns, then the Airport Authority would address any comments that came up. Mr. McDaniel stated that then they would start the 180 day clock. Mr. McDaniel stated that at the same time they had been working on writing all the letters of agreement with all the adjacent agencies that would be concerned with air space in the area. Mr. McDaniel stated that all the LOAs had been issued except for one, which was with the FAA. Mr. McDaniel stated that he had turned in the draft

application for the second round of comments. Mr. McDaniel stated that it should be finished sometime around the end of the Federal fiscal year, which was October 1st. Discussion continued.

Information Section

CEO Report

Mr. Powell reported that the airshow at Space Coast Regional Airport had been successful. Mr. Powell stated that this was the first time in over a decade that the Airport Authority had used volunteer emergency response staff along with four additional community emergency response personnel, and that due to the efforts of Chief Wooldridge, it saved the Valiant Air Command around \$11,000. Mr. Powell stated that there were around 40 emergency response personnel as opposed to 14 in the past. Mr. Powell gave a brief overview of the show. Discussion continued.

Mr. Zonka asked what the schedule was to complete hangar inspections at Merritt Island. Mr. Powell stated that he believed Ms. Deborah Marino in Operations was trying to coordinate with the people who did not respond and if there was no response they would have to cut the locks. Discussion continued.

Mr. Powell concluded his report.

Attorney Report – None

Check Register & Budget to Actual

Mr. Powell stated that the reports were provided.

Administration & Project Reports

Mr. Powell stated that the reports had been provided.

Authority Members Report

Mr. Carswell stated that he had received a nasty complaint letter without a return address or signature. Mr. Carswell stated that when he received letters like that he didn't even consider them, and if anyone wanted to complain to him he was very happy to have them complain to his face and in front of him. Discussion continued.

Mr. Zonka stated that he went to the Airshow and thought it was pretty well run.

Mr. Sansom gave a report on the legislative session in Tallahassee.

Dr. Hosley stated that there was quite a bit of activity going on now in North Brevard County. Discussion continued.

Public & Tenants Report

Mr. Don White from Merritt Island Airport stated that Young Eagles Day was on Saturday, March 25th and that he would love if one of the Board members showed up. Mr. White stated that they were short on volunteers. Discussion continued.

Mr. Russel Vanderhoof from Merritt Island stated that he was at the meeting last month and reported that the light was out at the Fuel Farm there, and that it was still out. Mr. Vanderhoof asked when it was going to be fixed. Mr. Vanderhoof stated that about 2 years ago the Fuel Farm was hit with a lightning strike and FPL was responsible up to the breaker box, which they had fixed, but the equipment after that had not been fixed. Mr. Vanderhoof stated that he took it upon himself to fix it because he felt it was unsafe because water had gotten into it. Mr. Powell stated that he would have to get with the FBO, since they were responsible for it. Discussion continued.

Mr. Vanderhoof stated that the door seals on his hangar row were deteriorated. Mr. Powell asked Mr. Vanderhoof if his hangar had been inspected. Mr. Vanderhoof stated that Mr. Richard Jones, the Facilities Director, had taken pictures of his hangar. Mr. Jones stated that it had been several years since the pictures were taken. Discussion continued.

Mr. Powell stated that Facilities would be at Merritt Island Airport, starting the following week to fix the lighting issues. Mr. Powell added that this had to be coordinated with the use of special equipment to be able to do that. Discussion continued.

Mr. Sansom stated that he had a complaint that the fuel at Merritt Island had been dry for a couple of weeks. Discussion continued.

Adjournment

Mr. Sansom adjourned the meeting at 9:58 a.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY