

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on September 20, 2018 at 4:00 p.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; Dr. David Hosley; Mr. Al Elebash; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Adam Bird, Attorney. Mr. Milo Zonka and Mr. John Craig were absent. Dr. John Leavitt was in attendance via teleconference.

Call to Order

Mr. Sansom called the meeting to order and determined that a quorum was present.

Mr. Sansom introduced new Board member Mr. Al Elebash, who was taking the place of Dr. Wasim Niazi. Mr. Sansom stated that Mr. Elebash had been on the Board previously. Mr. Bird stated that Mr. Elebash would be formally sworn in at the next meeting, but he could still participate and vote in the current meeting.

Approval of the Agenda

Mr. Sansom asked if there were any changes or additions to the Agenda. Mr. Powell stated that there would be a presentation under Appearances. Mr. Sansom called for a motion to approve the Agenda. Mr. Carswell made the motion. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Appearances – Presentation of Retirement Gift to Ms. Debbie Marino & Introduction of New Operations Supervisor Justin Hopman

Mr. Powell presented Debbie Marino, Operations and Public Safety Manager, with a plaque/gift of a taxiway light lamp to thank her for her service to the Airport Authority upon her retirement. Mr. Powell introduced Ms. Marino's replacement, Mr. Justin Hopman, who would be the Operations Supervisor. Mr. Hopman introduced himself to the Board. Discussion continued.

Presentations – None**Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:**

1. **August 16, 2018 – Regular Meeting**
2. **August 16, 2018 – First Public Budget Hearing**

Item B – Resolution to Approve an FAA Grant for the Reconstruction of the South Apron at Merritt Island Airport

Item C – Resolution to Approve an FDOT Grant for the Reconstruction of the South Apron at Merritt Island Airport

Dr. Hosley 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 Sub-lease for the Driving Range at Arthur Dunn Airpark**

Mr. Powell gave a brief overview of the item, stating that the Driving Range had been taken over by Mr. Niall Concannon who was from Ireland, but due to Mr. Concannon not being able to renew his work visa, the Driving Range was going to be sublet to Mr. Roger Whitmore, who had been managing the facility for Mr. Concannon. Mr. Powell stated that the payments would still come from Mr. Concannon, but Mr. Whitmore would take care of the day-to-day operations.

Mr. Sansom called for a motion to approve the sub-lease. Mr. Elebash made the motion. Mr. Carswell 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. Sansom turned the floor over to Mr. McDaniel.

Mr. McDaniel presented Pay Request Number 3 – Final in the amount of \$5,231 from Michael Baker International, which was for the Runway 11/29 Rehabilitation Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 9 in the amount of \$6,418.13 from Michael Baker International, which was for the North Area Security and Infrastructure Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 27 in the amount of \$7,665.25 from Michael Baker International, which was for the Runway Safety Area Improvements Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 3 – Final in the amount of \$12,536, which was for the Airfield Lighting Rehabilitation Project at Space Coast Regional Airport.

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

Mr. McDaniel gave a brief update on the Spaceport License Application process, stating that it was slated for final review in October, which was when the 180 day clock would start, and things should be finalized by June 2019. Discussion continued.

Item C – Discussion & Consideration of an Amended Lease at Arthur Dunn Airpark

Mr. Powell gave a brief overview of the item, stating that the City of Titusville wanted to lease an Airport Authority owned commercial building adjacent to Arthur Dunn Airpark for storage purposes. Mr. Powell stated that the City Council had approved it, but wanted to make some changes to the already Airport Authority Board approved lease language. Mr. Powell stated that he just wanted the Board to approve the changes, and gave a brief explanation of what they were. Mr. Powell stated that there were no changes to the business terms or amount. Discussion continued.

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

Information Section

CEO Report

Mr. Powell gave a brief overhead presentation, showing slides of the progress of the Port-O-Port Project at Merritt Island Airport. Mr. McDaniel gave a scheduling update of the project.

Mr. Powell reported that there would be a delay in the project to repair the dip in the runway at Merritt Island Airport, and that more than likely it would be delayed until the South Apron Project started to save money. Discussion continued.

Mr. Powell stated that there was another group that was interested in building at Space Coast Regional Airport. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Bird reported that in November the Airport Authority would be holding a public auction. Mr. Powell stated that Staff would be sure to release a list of the items to the Board ahead of the auction. Discussion continued.

Mr. Bird concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that financial reports had been provided and he would be happy to answer any questions.

Administration & Project Reports

Mr. Powell stated that the reports were provided, and per the request of the Board had been changed to a more detailed and color coded reports.

Authority Members Report

Mr. Carswell asked if the lease for the FBO at Merritt Island Airport had changed hands. Mr. Powell stated that there were other groups that had bought interest in the parent company, but the folks onsite remained the same, in the same roles. Discussion continued.

Dr. Hosley asked if the C123 was still parked at Space Coast Regional Airport. Mr. Powell stated that it used to be owned by Air America, which dissolved, so the Valiant Air Command had taken it over. Discussion continued.

Dr. Hosley asked for an update on Airscan at Space Coast Regional Airport. Mr. Powell stated that the owner had passed away so things had been quite assuming they may be trying to figure things out moving forward. Discussion continued.

Dr. Hosley asked for an update on the Valiant Air Command at Space Coast Regional Airport. Mr. Powell stated that the VAC was trying to work out if they were going to have an airshow in 2019, due to funding issues. Mr. Powell stated that the VAC was also talking about building other hangars and apron. Discussion continued.

Public & Tenants Report

Mr. Don White from the EAA at Merritt Island Airport announced that their next Young Eagles Event was being held on October 27th. Mr. White stated this time pre-registration with the EAA was going to be required.

Mr. White stated that he felt that Merritt Island Airport had become very student oriented and that there needed to be more tie-down space there. Discussion continued.

Dr. Leavitt stated that he had been told that one of the tenants at Merritt Island had told him they were struggling with getting enough power in their t-hangar building T-5. Mr. Powell stated that Staff would check into it.

Adjournment

Mr. Sansom adjourned the meeting at 4:59 p.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY