

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on July 19, 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. John Leavitt, Treasurer; Dr. Wasim Niazi; Dr. David Hosley; Mr. John Craig; Mr. Michael D. Powell, C.M., ACE, CEO; Ms. Lesley Marks, Attorney.

**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 reminded the Board that New Business - Item D had been added to the agenda after it had been initially sent to them for review. Mr. Sansom called for a motion to approve the Agenda as presented. Mr. Craig made the motion. Dr. Leavitt 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 21, 2018 – Regular Meeting**

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

**Old Business – None****New Business****Item A – Discussion & Consideration of a Lease at Arthur Dunn Airpark**

Mr. Powell gave a brief overview of the item, stating that the City of Titusville wanted to lease the building at 385 North Singleton Ave along with some additional land to be used for storage. Mr. Powell explained the terms of the lease, adding that the revenue would be a little over \$30,000 annually. Discussion ensued.

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

**Item B – Discussion & Consideration of the Proposed 2018-2019 Fiscal Year Budget**

Mr. Powell gave an overview of the item, stating that the original draft of the budget had been presented at the May Board Meeting and would come back for final approval at the public budget meetings in August and September. Discussion continued.

Mr. Sansom called for a motion. Dr. Leavitt made a motion to approve the proposed 2018-2019 Fiscal Year Budget. Mr. Craig seconded. Mr. Sansom called the question. There were no objections. Motion passed.

**Item C – 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 6 in the amount of \$24,983.20 and Pay Request Number 7 in the amount of \$14,415.80, both from Michael Baker International, which were for the Port o Port Replacement Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 1 in the amount of \$44,159.00 from Michael Baker International, which was for the Runway 11/29 Rehabilitation Project at Merritt Island Airport.

Mr. Sansom called for a motion. Dr. Hosley made a motion to approve the invoices. Mr. Zonka seconded. Discussion continued.

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

Mr. McDaniel gave a brief update on the status of the Spaceport License application process. Discussion continued.

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

Mr. Powell gave a brief overview of the item, stating that TIX Ventures asked to do a large hangar development at Space Coast Regional Airport in a phased approach and was also asking The Airport Authority to consider a construction clause. Mr. Powell stated that the terms would be that they had a year to finish construction on the first phase and would start paying rent at that time or when they got a Certificate of Occupancy, whichever came first, with a maximum of five

years to start construction on the second phase. Mr. Powell stated that the old, existing building would have to come down even if there was nobody standing in line for the property. Discussion continued.

Dr. Niazi suggested that TIX Ventures pay the Airport Authority's 20% portion of the grant agreement to have the current building on the lease property area demolished. Discussion continued.

Mr. Zonka stated that he felt the size of the proposed ramp seemed very large for the proposed buildings on the plans and would cost the Airport Authority a lot of money for the revenue that would be coming in from the ground lease, adding that there would be no pay back for 20 years. Discussion continued.

Mr. Zonka made a motion to approve the lease, with the caveat that the ramp access designs are approved by the Board. Mr. Craig seconded. Mr. Sansom called the question. There were no objections. Motion passed.

## **Information Section**

### **CEO Report**

Mr. Powell reported that Staff had been successful in finally getting the last reimbursement back for the RSA Project at Merritt Island Airport, and was able to close the project out. Mr. Powell explained that because of the mitigation that was part of the initial project, there was an additional two year wait on that project and the three remaining years for mitigation would be a new project.

Mr. Powell reported that the Airport Authority had received \$72,000 from FEMA for Hurricane Matthew.

Mr. Powell reported that there had been a lot of interest from entities interested in building in the area.

Mr. Powell concluded his report.

### **Attorney Report**

Ms. Lesley Marks introduced herself, stating that she was Mr. Bird's colleague sitting in for him, as he was unable to attend the meeting.

Ms. Marks reported that everyone had worked really hard on getting the City of Titusville's lease details hammered out for the property at Arthur Dunn Airpark.

Ms. Marks reported that there were no new specifics on the Welsh Construction case, but Mr. Bird was working with their attorney and drafts were ready to send out.

Ms. Marks reported that Mr. Bird had been working with Ms. Ashley Campbell, Finance and Grant Administration Manager, on all of the tenant defaults at the three airports.

Ms. Marks concluded her report.

### **Check Register & Budget to Actual**

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

### **Administration & Project Reports**

Mr. Powell stated that there had been some slight changes. Mr. Powell stated that there were high numbers on the bids for the Merritt Island Runway Rehabilitation, so it would have to go out for bid again. Discussion continued.

### **Authority Members Report**

Dr. Leavitt thanked the Chief Wooldridge and the Facilities Staff for their quick response and hard work after the Micro-Burst at Space Coast Regional Airport.

Dr. Hosley asked if a Blue Origin jet had landed at Space Coast Regional Airport recently. Mr. Powell stated that he did not know, and deferred to Ms. Samantha Clark from US Aviation Jet Center, who was in the audience. Ms. Clark stated that it had not landed on the East side of the airport. Discussion continued.

### **Public & Tenants Report – None**

Mr. Powell reminded the Board that the meetings in August and September would be at 4:00 p.m. with budget hearings following at 5:01 p.m.

### **Adjournment**

Mr. Sansom adjourned the meeting at 9:34 a.m.

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JERRY SANSOM, CHAIRMAN

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HARRY CARSWELL, SECRETARY