

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on January 16, 2020 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. John Craig, Vice Chairman; Mr. Harry Carswell, Treasurer; Mr. Al Elebash, Secretary; Mr. Roger Molitor; Mr. Donn Mount; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Adam Bird, Attorney. Mr. Jerry Sansom, Chairman, was in attendance via teleconference.

Call to Order

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

Approval of the Agenda

Mr. Craig asked if there were any proposed changes to the Agenda. Mr. Powell stated that Voyager Aviation at Merritt Island Airport requested to be put on the Agenda for approval to be allowed to self-fuel. Mr. Craig asked if there was documentation for the item. Mr. Powell stated that he had copies to hand out. Mr. Mount made a motion to add the item to the agenda as Item G. Mr. Elebash seconded. Mr. Craig called the question. There were no objections. Motion passed.

Mr. Craig called for a motion to approve the Agenda. Mr. Elebash made a motion to approve the Agenda as amended. Mr. Mount seconded. Mr. Craig called the question. Motion passed.

Appearances – None**Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. December 19, 2019 – Regular Meeting**

Mr. Craig called for a motion to approve the Consent Agenda. Mr. Elebash made a motion to approve the Consent Agenda as presented. Mr. Carswell seconded. Mr. Craig called the question. There were no objections. Motion passed.

New Business**Item A – Discussion and Consideration of a Space Use Permit for Webb Honey at Space Coast Regional Airport**

Mr. Powell gave an overview of the item, stating that Mr. David Webb had several small spots throughout Brevard County for bee hives, including some of the

property owned by the Airport Authority. Mr. Powell stated that a couple of years ago, Mr. Webb had asked Staff to expand his sites for a total of three. Mr. Powell stated that, because the hives were moved around frequently, there were several times throughout the year that Mr. Webb wasn't on any of the sites. Mr. Powell also stated that Mr. Crisafulli didn't have a problem in the event that Mr. Webb may need to use one of the sites that were in his leasehold. Mr. Powell stated that the Webb Honey space use permit was termed on a year-to-year basis, and Mr. Webb was seeking a renewal.

Mr. Mount made a motion to renew the Webb Honey space use permit. Mr. Carswell seconded. Discussion continued.

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

Item B – Discussion and Consideration of New Legal Services Contract for the Titusville-Cocoa Airport Authority

Mr. Powell gave an overview of the item, stating that Mr. Bird was starting his own firm, adding that Gray Robinson was chosen in large part because of Mr. Bird's experience with Aviation. Mr. Powell explained that Gray-Robinson didn't have a problem if the Airport Authority wanted to move over to Mr. Bird's new firm, Whitebird. Mr. Powell stated that he was seeking direction from the Board on whether they wanted to stay with Mr. Bird or put out another Request for Qualifications. Discussion continued.

Mr. Molitor made a motion to keep Mr. Bird on as legal counsel. Mr. Mount seconded. Discussion continued.

Mr. Craig stated that he was concerned that the contract was with Gray-Robinson, and wondered if the Airport Authority needed a letter from them to terminate that contract. Mr. Bird stated that legal services didn't fit the standard, and were not binding, adding that it was a non-exclusive agreement. Mr. Bird stated that it was up to the Board if they wanted to terminate the contract. Mr. Bird also stated that there would be no rate change. Discussion continued.

Mr. Craig asked if there was ever a time when the Airport Authority needed to use Gray-Robinson, would the rate be the same. Mr. Bird answered that it would stay the same.

Mr. Craig re-stated the motion and called the question. There were no objections. Motion passed.

Item C – Discussion and Consideration of a Lease at 925 Singleton Avenue at Arthur Dunn Airpark

Mr. Powell gave an overview of the item, stating that this was a non-commercial lease and wouldn't normally be brought to the Board, but because there were new Board Members, Staff wanted to be sure that everyone on the Board was aware.

Mr. Molitor made a motion to approve the increase in rent at 925 Singleton Avenue. Mr. Elebash seconded. Mr. Craig called the question. There were no objections. Motion passed.

Item D – Discussion and Consideration for the Road Agreement Issue with KB Homes

Mr. Powell gave the Board a brief background on the item, stating that several years ago the Airport Authority had gotten into a road agreement with what was then Fort McCauley/Willow Creek. Mr. Powell explained that at that time the developer needed two forms of ingress and egress to maximize the development, and they had asked if they could build a road on Airport Authority property to the west of Space Coast Regional Airport. Mr. Powell explained that the development never came to fruition and the Board determined not to pursue the road. Mr. Powell stated that Mr. Bird was notified that the issue was still hanging, and that the Airport Authority needed to act on it. Mr. Powell stated that his recommendation was to resolve to dismiss the case. Discussion continued.

Mr. Molitor made a motion to approve the recommendation by Mr. Powell. Mr. Mount seconded. Discussion continued.

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

Item E – Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International and Contractors Regarding Current Projects

Mr. Craig turned the floor over to Mr. McDaniel.

Mr. McDaniel presented Pay Request Number 11 in the amount of \$261,058.85 from H.L. Pruitt, which was for the Airfield Lighting Rehabilitation Project at Space Coast Regional Airport.

Mr. Molitor made a motion to approve the pay request. Mr. Mount seconded. Mr. Craig called the question. There were no objections. Motion passed.

Mr. McDaniel presented Pay Request Number 19 in the amount of \$4,983.94 from Sterling Enterprises, LLC, which was for the Runway 11/29 Safety Area Stabilization and Improvements Project at Merritt Island Airport.

Mr. Molitor made a motion to approve the pay request. Mr. Elebash seconded. Mr. Craig called the question. There were no objections. Motion passed.

Mr. McDaniel stated that the public meeting for the Spaceport License went well, and the 180 day clock would end in May. Discussion continued.

Mr. McDaniel gave an update on the Box Hangars Project at Merritt Island Airport. Discussion continued.

Item F – Discussion by Mr. Rob Hambrecht of Recent Invoiced Costs by AVCON and Contractors Regarding Current Projects

Mr. Craig turned the floor over to Mr. Hambrecht.

Mr. Hambrecht presented Pay Request Number 4 in the amount of \$4,983.94 from AVCON, Inc., which was for the PAPI Replacement Project at Merritt Island Airport.

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

Mr. Hambrecht gave an update on the project. Discussion continued.

Item G – Discussion and Consideration to Allow Voyager Aviation at Merritt Island Airport to Self-Fuel

Mr. Powell gave an overview of the item, stating that Voyager Aviation had already acquired a fuel truck and was seeking approval to self-fuel. Mr. Powell explained that their current lease didn't allow for self-fueling, and they were informed of that. Mr. Powell stated that Chief Terry Wooldridge had inspected the truck. Mr. Powell stated that he recommended to allow Voyager to self-fuel, but only based on them acquiring a certificate of insurance. Mr. Mount made a motion to approve the item. Mr. Carswell seconded. Discussion continued.

Mr. Craig asked Mr. Bird if there were any legal issues. Mr. Bird stated that a case like this was always a delicate dance and that self-fuelers had less restrictions. Mr. Bird stated that the Board would have to evaluate the risk vs. the reward.

Mr. Craig stated that in Mr. Powell's overview, he had stated that Voyager may someday be a commercial provider, and he wasn't comfortable if it was a step that way. Discussion continued.

The Board discussed fueling fees, and whether or not self-fueling should be subject to that. Mr. Elebash stated that although they wouldn't be selling the fuel outright, but they would be using the fuel on their commercial aircraft. Mr. Mount stated that he would like to see if the Airport Authority could leverage some kind of fee. Discussion continued.

Mr. Molitor amended the motion to include language that would require a fuel flowage fee equal to what the other fuel providers paid. Mr. Mount seconded the motion to amend. Mr. Craig called the question. There were no objections. Motion passed.

Mr. Craig called the question on the original motion. There were no objections. Motion passed.

Mr. Mount exited the meeting at 9:35 a.m.

Information Section

CEO Report

Mr. Powell reported that stated that he had a meeting with a representative from UCF, and Staff was still working on trying to do something for Eastern Florida State College (EFSC) with regards to development and starting their program at Space Coast Regional Airport. Mr. Powell stated that the meeting was to see if there was the possibility of bringing in a UCF incubator program to Space Coast Regional Airport and co-locating with EFSC. Mr. Powell stated that the meeting went very well. Discussion continued.

Mr. Powell briefly discussed project updates at the airports. Discussion continued.

Mr. Molitor asked Mr. Powell if there was any news about the large company that the EDC had brought to Space Coast Regional Airport and the possibility of them locating there. Mr. Powell stated that Staff had spoken with the EDC and they had not heard anything further except that Space Coast Regional was still in the running. Discussion continued.

Mr. Craig stated that anytime Staff was involved with the EDC, he felt it was important to keep the dialogue going with them, but to also keep the Board updated via email between meetings if there was anything that came from the EDC. Mr. Craig stated that he felt there would be an opportunity for the Board to be more involved if they knew a little bit more about it; not only in the business development side, but also contract oversight. Mr. Craig asked Mr. Powell to establish a plan on how Staff would procedurally handle and monitor cold calls, outreach, EDC and everything that came in, and requested that he put that plan on paper and bring the document back to the Board at the next Regular Board meeting.

Mr. Powell concluded his report.

Attorney Report – None

Check Register & Budget to Actual

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

Administration & Project Reports

Mr. Powell stated that the report was provided, and there weren't a lot of changes.

Authority Members Report

Mr. Molitor stated that he had a request from an acquaintance for a hangar space with a 45 foot door opening for about two nights. Mr. Powell stated that he would he would ask around to see if anyone could help. Discussion continued.

Mr. Molitor stated that he would like to propose that the Board firm up their voting procedures and would like to add to the next meeting agenda an analysis on how the Board voted. Mr. Molitor recommended that if there was ever any one dissension amongst the board members, it would then become a roll call. Mr. Craig stated that any one board member could ask for a roll call vote. Mr. Craig asked if Mr. Bird could look at that issue. Mr. Sansom stated that he felt the Board should retain the flexibility to move the meeting as the Board saw fit. Discussion continued.

Mr. Craig recommended putting it on the next agenda for discussion. Mr. Powell also suggested that when Mr. Bird is looking into the issue to also check if a Board member can vote via teleconference. Discussion continued.

Mr. Sansom announced that he would not be at the next meeting.

Public & Tenants Report

Mr. Craig recognized Mr. Kevin Panik, a tenant at Space Coast Regional Airport. Mr. Panik stated that he was hearing talk regarding the new box hangars at Merritt Island about the hangars themselves not meeting the needs of the people on the waitlist that may not want that style of hangar. Mr. Panik offered some ideas and possible solutions regarding that. Mr. Panik discussed the self-fueling item and how he felt it was put through too quickly.

Mr. Craig recognized Mr. Don White, EAA 724. Mr. White stated that the next Young Eagles event would be on the 25th of the month and that there were 180 kids registered and 15 pilots had signed up. Mr. White stated that if any pilots were interested in helping to please call him. Mr. White stated that the other EAA chapter had hosted the Ford Tri-Motor at Space Coast Regional Airport, and they did a great job.

Adjournment

Mr. Craig adjourned the meeting at 9:52 a.m.

JERRY SANSOM, CHAIRMAN

AL ELEBASH, SECRETARY