

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on November 17, 2016 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. Jay Stalrit, Vice Chairman; Mr. Harry Carswell, Secretary; Mr. Milo Zonka, Treasurer; Dr. David Hosley; Dr. Wasim Niazi; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq., Airport Attorney, was present via teleconference. Dr. John Leavitt 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 changes or additions to the Agenda. Seeing none, Mr. Sansom asked for a motion. Mr. Stalrit made a motion to approve the Agenda as presented. Mr. Zonka 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 20, 2016 – Regular Meeting**

Mr. Stalrit stated that the minutes reflected the September Budget Hearing as the First Budget Hearing, but should have been reflected as the Second Budget Hearing, and requested that the minutes be corrected. Dr. Hosley made a motion to approve the Consent Agenda as amended. Mr. Zonka seconded. Mr. Sansom called the question. There were no objections. Motion passed.

**Old Business – None****New Business****Item A – Discussion and Consideration of an Extension to the Space Use Permit for PRIVATEER at Space Coast Regional Airport**

Mr. Powell gave an overview of the item, and presented the Board with photos of PRIVATEER's aircraft project. Mr. Powell explained that PRIVATEER was

asking for an additional 90 day extension until they were able to do their test flight. Discussion continued.

Mr. Carswell made a motion to approve the extension. Mr. Zonka seconded. 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. Sansom opened the floor for discussion and/or nominations. Mr. Carswell stated that he would like to keep the Board officers as-is. Mr. Zonka stated that he was happy either way. Mr. Sansom stated that he was willing to serve as the Chairman again.

Dr. Niazi joined the meeting at 8:45 a.m.

Mr. Stalrit asked if the elections were an annual process. Mr. Sansom confirmed that they were. Dr. Niazi stated that he was okay with the way things were, but that for the sake of perception it might be a good idea if the officers changed a little. Discussion continued.

Mr. Carswell made a motion to keep the Board officers the same. Mr. Stalrit seconded. Mr. Sansom called the question. All voted aye. Motion passed.

**Item C – Discussion and Consideration of a Letter of Support for KB Homes' Development Southwest of Space Coast Regional Airport**

Mr. Powell gave an overview of the item, stating that there had been a discussion regarding this issue at the last meeting.

Mr. Sansom stated that there were three options for the Board to either approve, redirect or not deal with it. Mr. Pickles confirmed Mr. Sansom's statement. Mr. Carswell stated that he didn't see any benefit to it, and that he didn't think it was necessary for the Authority to put out a letter. Mr. Zonka suggested that the Authority communicate to the Mayor and the City Manager some of the existing plans that were out there with regards to the airport that could involve incompatible use. Discussion continued.

Mr. Sansom asked Mr. Zonka in what form the Authority should communicate that to the City. Mr. Zonka suggested that the Authority should send a letter of some variety, from either Mr. Powell or Mr. Sansom. Discussion continued.

Mr. Stalrit stated that the residential community would be a potential growth inhibitor, and that residents would begin to complain as the airport grew. Mr. Carswell stated that he felt it was too early in the planning stage to know whether or not the Airport Authority would support the development. Mr. Stalrit stated that he wouldn't propose a letter of support, but would also not take too

strong of a stand one way or another other than to say for purposes of information, here is what the airport intends to do within the next few years.

Mr. Sansom stated that what he was hearing was the Board was not prepared to provide a letter of support, but that the Board would like Staff and Mr. Pickles to prepare an informational response to KB Homes, and tell them that the Authority was not prepared at this time to offer them a letter of support. Mr. Sansom stated the Authority would also provide a copy of that letter to the City. Mr. Sansom suggested that Staff bring a draft of the letter to the next meeting. Discussion continued.

Mr. Sansom asked Mr. Pickles if it was proper to take no action and direct Staff to draft a letter. Mr. Pickles stated that it was. Mr. Sansom stated that the Board would pass on this item today and Staff could move forward based on the discussion.

#### **Item D – 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 7 – Final in the amount of \$500 from Michael Baker and Pay Request Number 3 – Final in the amount of \$43,846.29 from C & D Construction, which were for the Building 26 Demolition Project at Space Coast Regional Airport. Discussion continued.

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

### **Information Section**

#### **CEO Report**

Mr. Powell reported that Staff had followed up with FPL regarding the staging area at Space Coast Regional Airport and giving tenants at the airport preference when it came to restoring electricity during storms. Mr. Powell stated that FPL was very understanding and that they would work on getting a new agreement together to bring to the Board for consideration. Discussion continued.

Mr. Powell reported that Staff was continually getting more feedback on large aircraft operations at Space Coast Regional Airport and that there may be the possibility of more of those operations in the future.

Mr. Powell reported that the Airport Authority would be handling firefighting support coverage for the upcoming airshow with volunteers, in order to help the Valiant Air Command save on their costs. Mr. Powell stated that this may be something that can be utilized for other events or incidents in the future.

Mr. Carswell exited the meeting at 9:21 a.m.

Mr. Powell reported that Space Coast Regional Airport came close to having a campaign stop, but it ultimately went to Sanford. Discussion continued.

Dr. Hosley asked about the Spaceport License. Mr. McDaniel stated that although it was slated to be approved by January but there had been more hold ups. Mr. McDaniel stated that he believed that once the last changes were made, and as long as the taxiway issue was resolved, they could resubmit in December and then that would start the six month clock in January. Mr. McDaniel stated that it was looking like it might be June or July at best. Discussion continued.

Mr. Zonka suggested that the Airport Authority invited the ADO manager to come to a Board meeting, so that the Board can ask questions. Mr. Sansom stated that perhaps Staff have a meeting with them first. Discussion continued.

Mr. Powell concluded his report.

### **Attorney Report**

Mr. Pickles reported that there would likely be an Executive Session regarding Welsh Companies in December. Mr. Zonka asked Mr. Pickles to please send the Board members the filing. Mr. Pickles stated that he would have his assistant do so. Discussion continued.

Mr. Zonka asked Mr. Pickles if there was an issue with Exhibit B-5C of the FDOT grant assurances, and because the Airport Authority has accepted FDOT funding did that ensure that they must oppose the KB Homes development. Mr. Pickles stated that he wouldn't say that by not opposing it would the Authority violate their grant assurances, but that they had the right to do it if they chose. Discussion continued.

Mr. Pickles concluded his report.

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

Mr. Powell stated that the reports were provided.

### **Administration & Project Reports**

Mr. Powell stated that there were no changes

### **Authority Members Report**

Mr. Zonka thanked Mr. Powell and Chief Wooldridge for making the Fire Station at Space Coast Regional Airport available for a storage and distribution site for North Brevard Toys for Tots. Mr. Zonka stated that the local Civil Air Patrol was

looking for a portable for Space Coast Regional Airport, noting that their current trailer was in very bad shape. Mr. Zonka stated that they were looking for perhaps a portable that was no longer being used by one of the schools. Discussion continued.

Dr. Hosley complimented the Facilities crew, stating that the landscaping at the airports looked very professional. Discussion continued.

Mr. Stalrit asked if the t-hangar subleasing issue had been addressed. Mr. Powell stated that sub-tenants can be added to leases, but they have to be partners in the aircraft with the original lessee. Discussion continued.

Mr. Stalrit thanked Chief Wooldridge and Carsten Peterson from Space Coast Jet Center for the excellent job they did with the C17 operations at Space Coast Regional Airport. Discussion continued.

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

Mr. Sansom turned the floor over to Mr. Don White from the Merritt Island Airport. Mr. White stated that on December 10<sup>th</sup> the EAA would hold its annual Toys for Tots event. Mr. White announced that at the last Young Eagles event 110 kids had flown and 75 of them were first timers. Mr. White stated that the next Young Eagles event was March 11, 2017. Discussion continued.

Mr. Buck Crenshaw from Spaceport Avionics at Space Coast Regional Airport thanked the Board for approving the Building 27 lease. Mr. Crenshaw stated that they were getting very busy, and were currently in negotiations with Airscan to procure the FBO, Space Coast Jet Center.

### **Adjournment**

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

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JERRY SANSOM, CHAIRMAN

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HARRY CARSWELL, SECRETARY