

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on July 21, 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. Milo Zonka, Treasurer; Mr. Harry Carswell, Secretary; Dr. David Hosley; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq., Airport Attorney. Dr. Wasim Niazi and Dr. John Leavitt 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. 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 – A Brief Presentation Highlighting City of Titusville’s Strategic Economic Plan and Any Ways the Airport Authority May Assist in Those Efforts**

Mr. Powell introduced Ms. Lynn Dehlinger, the Senior Manager for Economic Development at RMA, who was a consultant for the City of Titusville. Mr. Powell also introduced Ms. Peggy Busaca, who was the Planning Director for the City of Titusville, as well as Ms. Edie McCall, the Executive Director of Economic Development for the City of Titusville. Mr. Powell stated that he had asked them to attend the meeting to give the Board an overview of what was happening in the surrounding community, and get a better idea of how the Airport Authority could partner with them.

Mr. Zonka gave a brief introduction and overview, stating that the Board had recently discussed making Airport Authority property more readily available for development. Mr. Zonka stated that he hoped they could discuss and identify properties that complimented what was going on in the region. Mr. Powell mentioned that Staff, in trying to ensure that the Airport Authority would be able to move as quickly as possible to meet the needs of prospective businesses, Staff was working with the City of Titusville on looking to expand the Airport Ordinance Area. Discussion continued.

Ms. Dehlinger showed a Power Point presentation on Economic Development. Mr. Troy Post, Executive Director for the North Brevard Economic Development Zone (NBEDZ), introduced himself, and gave a brief overview of what NBEDZ did. Mr. Post stated that the plan allows them to work in several different areas from marketing to redevelopment and entrepreneurial studies. Mr. Post stated that they were also involved in the Space Port Commerce Park which was close to Space Coast Regional Airport property, which was where the Embraer site would be going. Mr. Post stated that they were working closely with the County EDC, and that one of the things they were trying to do was to support non aerospace projects by getting other types of manufacturers into the area that were not solely dependent on the aerospace industry to provide a more stable environment. Discussion continued.

Mr. Post stated that the EDC was discussing a Formal Site Certification Program. Mr. Post explained exactly what that entailed and stated that it would speed up the timetable. Discussion continued.

Mr. Sansom recognized Ms. Peggy Busaca. Ms. Busaca discussed the future of growth in the area, stating that she felt the area was about to explode. Discussion continued.

Consent Agenda

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

1. June 16, 2016 – Regular Meeting

Mr. Carswell 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 Space Coast Regional Airport for Spaceport Avionics Services, Inc. for Building 27

Mr. Powell gave a brief overview of the item, stating that Building 27 was currently leased by Airscan, but they were willing to let Spaceport Avionics assume the lease. Mr. Powell stated that he had provided the Board with copies of the lease. Dr. Hosley made a motion to approve the lease. Mr. Zonka seconded. Mr. Pickles explained that the request on the item was not only to approve the lease, but to also approve an amendment to reduce Airscan's rent on their current leaseholds. Dr. Hosley amended his motion to include the Airscan amendment. Mr. Zonka

seconded the amended motion. Mr. Sansom called the question. All voted aye. Motion passed.

Mr. Sansom turned the floor over to Mr. Dean Spurlock, the President of Spaceport Avionics. Mr. Spurlock explained that in the future they would want to lease the land adjacent to Building 27 for future expansion. Mr. Spurlock stated that he would bring a presentation to the Board regarding that.

Item B – Discussion & Consideration of a Ground Lease for Florida Biplanes at Merritt Island Airport

Mr. Powell gave a brief overview of the item, stating that Mr. Mark Grainger and Mr. David Herlong were looking to build a large hangar on Mr. Grainger's current leasehold for Florida Biplanes at Merritt Island Airport. Mr. Powell stated that the lease would include additional property adjacent to the current leasehold. Mr. Powell stated that the Board had been provided with a handout depicting the proposal.

Mr. Zonka made a motion to approve the ground lease. Mr. Stalrit seconded. Discussion continued.

Mr. Sansom called the question. All voted aye. Motion passed.

Item C – Discussion & Consideration of Projects between the Three Airports

Mr. Powell gave an overview of the item, and passed out a spreadsheet to the Board. Mr. Powell stated that there were two projects that the Airport Authority was fairly close to starting, if the Board so chose. Mr. Powell stated that one of the projects was an FBO maintenance hangar for Voyager Aviation at Merritt Island Airport, and briefly explained the project. Mr. Powell stated that something that had come up recently was what was known as Alternative A, which was putting up roughly 63 hangars on the far SE side of the airport, but Staff realized that the apron in front of the FBO on the far SE side would need to be built up about 18 inches, so the South East Apron would have to be a project first, and then there would need to be funding approved for the hangars, which was currently not in place. Discussion continued.

Mr. Sansom requested that the chart show the Airport Authority's share of expenses. Mr. Powell stated that he would modify it and bring it back to the Board. Discussion continued.

Item D – Discussion & Consideration of the Proposed 2016-2017 Fiscal Year Budget

Mr. Powell gave an overview of the item, stating that it had already been presented to the Board and that it will be presented in budget hearings in August and September.

Dr. Hosley made a motion to approve the budget as presented. Mr. Stalrit seconded. Discussion continued.

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

Item E – Discussion & Consideration of Davies, Houser & Secrest as Certified Public Accountant Firm to Provide Auditing Services for the Titusville-Cocoa Airport Authority

Mr. Powell gave an overview of the item, stating that Davies, Houser & Secrest wished to renew their audit service contract with the Airport Authority. Mr. Powell added that they had been a very good firm and that they were very responsive and worked well with Staff.

Mr. Carswell made a motion to renew the firm as the Airport Authority Auditors. Mr. Stalrit seconded. Discussion continued.

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

Item F – Discussion by Mr. Brian Pendleton of Recent Invoiced Costs by Airport Engineering Company & Contractors Regarding Current Projects

Mr. Powell gave an overview of the item and turned the floor over to Mr. Pendleton.

Mr. Pendleton presented Invoice Number 16041- Final in the amount of \$9,137 from Airport Engineering Company, which was for the Airport Mapping Project at Space Coast Regional Airport.

Mr. Zonka made a motion to approve the invoice. Mr. Carswell seconded. Discussion continued.

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

Item G – Discussion by Mr. Brian Russell 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. Russell. Mr. Russell presented Pay Request Number 14 in the amount of \$6,020.81 from Michael Baker and Pay Request Number 11 in the amount of \$52,198.86 from Welsh Companies, which were for the RSA Compliance & Shoreline Stabilization Project at the Merritt Island Airport.

Mr. Russell presented Pay Request Number 16 in the amount of \$10,340.74 from Michael Baker, which was for the East Hangar Project at Space Coast Regional Airport.

Mr. Russel presented Pay Request Number 3 in the amount of \$9,105.62 from Michael Baker, Pay Request Number 1 in the amount of \$69,752.92 from C & D Construction, and Pay Request Number 2 in the amount of \$280,903.28 from C& D Construction, which were for the Building 26 Demolition Project at Space Coast Regional Airport.

Dr. Hosley made a motion to approve the invoices. Mr. Carswell seconded. Discussion continued.

Mr. Zonka stated that he didn't sign his concurrence letter for Welsh Companies because Welsh still had Airport Authority property and it should be deducted from their payment. Mr. Pickles stated that he recommended withholding the value of the lighted X's because Welsh had not responded to any emails from Michael Baker or himself. Mr. Pickles stated that he felt Mr. Zonka was correct. Discussion continued.

Mr. Sansom asked why the Airport Authority should hold back the payment now, when there was still retainage. Mr. Pickles stated that legally the Airport Authority didn't need to, but it was just a matter of leverage.

Mr. Russell stated that Welsh had been responsive in finishing up the punch list but not responsive when it came to the X trailers. Mr. Carswell stated that he felt Welsh should finish the punch list before the Airport Authority held back the money. Mr. Russell stated that Staff had told the FAA about the X's and they directed the Airport Authority to send a letter to Welsh stating that if they didn't return them the amount would be withheld from their next pay application. Discussion continued.

Mr. Zonka stated that he would abide by the vote of the Board and sign the check, but he would vote no. Discussion continued.

Mr. Sansom called the question. All voted aye, except Mr. Zonka who voted nay. Motion passed.

Information Section

CEO Report

Mr. Powell reported that recently the Airport Authority had partnered with North Brevard and had an advertisement in Delta Skymile Magazine, in addition to having an article in Airport World Magazine, where Ms. Mariben Anderson from

Michael Baker was identifying how the Airport Authority's interest in environmental concerns in direct regard to the RSA Project at Merritt Island Airport. Mr. Powell stated that Michael Baker went out of their way to arrange for the Marine Biology students at Florida Tech to do some environmental testing at the RSA site. Mr. Powell stated that based on that, the RSA Project was up for the Florida Airports Council JB Cooper Environmental Award, and won. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles stated that he was continuing to monitor the Welsh situation.

Mr. Pickles concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that the reports had been provided and would answer any questions.

Administration & Project Reports

Mr. Powell stated that there was not a lot of activity. Mr. Stalrit requested that Staff remove projects from the list that were closed.

Authority Members Report

Mr. Stalrit reported that the approval from the Airforce for C17 Operations at Space Coast Regional Airport was formally approved, and that the first operation would be next month. Discussion continued.

Mr. Zonka asked Mr. Russell on the status the sewer tap in and of the off-site storm water program with FDOT relating to Merritt Island Airport, which was brought up at the last meeting. Mr. Russell stated that in regards to the off-site storm water program, he was still waiting on feedback from FDOT. Mr. Russell stated that in regards to the sewer, he wanted to make sure that it could help development, and that the pump station would need to be lowered so a small grinder pump could be installed. Discussion continued.

Public & Tenants Report

Mr. Tony Yacono from the Merritt Island Airport thanked the Facilities Staff for doing such a great job at the airport. Mr. Yacono announced that the next Young Eagles event would be held on October 22 and the Toys for Tots event would be held on December 10. Mr. Yacono discussed his concern over the ramp at Merritt

Island Airport where the helicopters were parked, stating that cars were also parking there, and he felt it was a safety concern.

Adjournment

Mr. Sansom adjourned the meeting at 11:07 a.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY