

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on June 17, 2021 at 8:30 a.m. at the Titusville - Cocoa Airport Authority Office at 355 Golden Knights Boulevard, Titusville, FL and Via Video Conference. The following members were present: Mr. John Craig, Chairman, via video conference; Mr. Donn Mount, Vice Chairman/Treasurer; Mr. Al Elebash, Secretary; Mr. Jerry Sansom; Mr. Roger Molitor; Mr. Al Voss; Mr. Mark Grainger; Mr. Justin Hopman, Interim Executive Director; Mr. Adam Bird, Attorney. Mr. Al Elebash was absent.

Call to Order

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

Approval of the Agenda

Mr. Mount asked if there were any proposed changes to the Agenda. Seeing none, Mr. Mount called for a motion to approve the Agenda as presented. Mr. Sansom made the motion. Mr. Voss seconded. Mr. Mount called the question. All voted aye. Motion passed.

Appearances – None**Presentations – None****Consent Agenda – None****Old Business****Item A - Investigative Findings of TCAA Counsel – Complaint Submitted by TCAA Fire Chief Terry Wooldridge**

Mr. Bird stated that Chief Wooldridge had reached out to the Board of Ethics. Chief Wooldridge stated that the investigator had reached out to him and they would be coming to the Airport Authority to do the investigation at a future date.

Item B – Discussion of the Proposed 2021-2022 Fiscal Year Budget

Mr. Hopman stated that not much had changed, but there were a few small adjustments. Discussion continued.

New Business**Item A – Discussion and Approval of Director of Airports Contract**

Mr. Mount turned the floor over to Mr. Bird for discussion of the contract. Mr. Bird stated that in the proposed contract the Airport Authority had offered an annual salary of \$135,000 to the selected candidate, Mr. Kevin Daugherty. Mr. Bird stated

that Mr. Daugherty in turn had asked for \$150,000. Mr. Bird stated that in addition, Mr. Daugherty had asked to soften the start time for relocation, adding that he felt it was not an unreasonable ask. Mr. Daugherty stated that he couldn't wait to get started, but wanted to be able to give four weeks' notice at his current job. Mr. Daugherty also stated that the housing market was tough and he currently looking, but did not really want to commute.

Mr. Molitor made a motion to approve the contract with the \$150,000 annual salary that Mr. Daugherty had asked for. Mr. Voss seconded. Discussion continued.

Mr. Mount recognized members of the public who wanted to comment. Mr. Kevin Panik stated that he liked the transparency in the salary discussions and that he felt the salary range was good, but there should be some more negotiation. Mr. Don White stated that he recommended \$135,000 to start, with the board having the ability to provide bonuses based on performance. Discussion continued.

Mr. Craig stated that in regards to the salary, they used a number right in the middle of the range to try and get discussion from the board and what they felt. Mr. Craig stated that Mr. Bird did not get a lot of feedback on the number. Mr. Craig stated that he felt \$135,000 was fine, but he didn't see a problem going all the way to the top of the salary range because the board had the ability to decide what the raises and merit pay would be. Mr. Craig stated that he felt that \$150,000 was at the high end of the window, and from an optics standpoint it was probably not ideal to start at that, but he felt it was important to look at why that window was set before it was determined where in that window to go. Mr. Craig stated that he was comfortable with going to the top of the window, but he was also comfortable with splitting the difference at \$142,500 and then moving it up based on the first six months or whatever the board wanted to do along the way. Mr. Craig also noted that they did add a \$5,000 relocation one-time payment. Mr. Craig stated that he asked Mr. Bird how that number was derived, and Mr. Bird that he had consulted with a variety of sources around the state. Discussion continued.

Mr. Mount stated that there was a motion on the table, and asked Mr. Molitor if he wanted to amend it. Mr. Molitor amended the motion to offer Mr. Daugherty an annual salary of \$142,500 with the caveat that the board would come up with benchmarks for bonuses. Mr. Voss seconded. Discussion continued.

Mr. Mount asked Mr. Daugherty if the motion was passed, would he accept the \$142,500. Mr. Daugherty stated that he would. Mr. Mount called the question. All voted aye. Motion passed.

Information Section

Interim Director Report

Mr. Hopman reported that the CFASSP meeting was being held that day at the Valiant Air Command Museum.

Mr. Hopman reported that someone had signed a Letter of Intent to lease Building 61 at Space Coast Regional Airport, but they backed out of it over the weekend. Mr. Hopman stated that Staff was in the process of improving the building and cleaning it up, and with the current market, he felt it wouldn't be a problem getting it leased. Discussion continued.

Mr. Hopman gave updates on current projects. Discussion continued.

Mr. Hopman stated that he was in the process of finding a vehicle for Mr. Daugherty, but currently it was extremely difficult, due to the market. Mr. Hopman explained that the Airport Authority had to buy vehicles through state bid and explained the process to the board. Mr. Hopman stated that the dealers buy a bunch of vehicles in advance, but they go very quickly, so you need to have a P.O. ready to go if something came up. Mr. Hopman stated that ordering a vehicle could take until the end of 2022. The board discussed the possibility of leasing a vehicle for Mr. Daugherty.

Mr. Hopman discussed t-hangar maintenance. Discussion continued.

Mr. Hopman concluded his report.

Attorney Report

Mr. Bird reported that he and Mr. Hopman were still working on finding the grant documents that were in place when the Airport Authority acquired the residential properties at Arthur Dunn Airpark, stating that they needed to know what they were allowed to do with them. Mr. Bird stated that once they figured out what they could do, they would have a plan and recommendations.

Mr. Bird stated that the board should have received documents from Mr. Hopman regarding the formal complaint on the 275 Manor Drive issue at Merritt Island Airport. Mr. Bird stated that there wasn't a lot of new information.

Mr. Bird concluded his report.

Check Register – Provided

Project Reports – Provided

Authority Members Report

Mr. Molitor stated that he appreciated everything Mr. Hopman had done for the Board as the Interim Director, and would like to see him become the Assistant Director.

Mr. Craig stated that there needed to be a motion and a second to postpone Old Business – Item A, Complaint Investigation. Mr. Craig also asked Mr. Hopman to revise the salaries on the budget to reflect today's discussions. Mr. Craig stated

that when Mr. Hopman was named Interim Director, the board adjusted his salary up, but he was sure that Mr. Daugherty would come in and do a complete evaluation of staffing and continuity structure, so the board needed to make sure to re-set Mr. Hopman's salary to what it was before until Mr. Daugherty figured out the compensation structure for the entire organization. Mr. Bird stated that by the function of Mr. Daugherty starting, it would re-set Mr. Hopman's salary, and thus would give Mr. Daugherty the authority to decide how to move forward. Discussion continued.

Mr. Mount called for a motion to postpone the Chief Wooldridge Complaint item until the next meeting. Mr. Molitor made the motion. Mr. Grainger seconded. Mr. Mount called the question. All voted aye. Motion passed.

Public & Tenants Report

Mr. Don White stated that the EAA was going to add a new Youth Activity and it was going to be the second and third weekend of July, and it was going to be a Camp for Kids. Mr. White gave an overview of the program.

Mr. Bill Weiler from the Civil Air Patrol, stated that the CAP had a wonderful training session for their mobile communication unit trailer at the airport on Saturday, and it was very well received. Mr. Weiler stated that the CAP had moved their aircraft from Merritt Island to Space Coast Regional Airport because there were safety incidences that had taken place, and the Air Force stated that until things improved, they would not be able to fly cadets in and out of that airport. Mr. Weiler stated the CAP was now flying training flights before every manned launch. Mr. Weiler discussed how that would work, and also discussed flying pre-storm reconnaissance. Discussion continued.

Adjournment

Mr. Craig adjourned the meeting at 9:44 a.m.

JOHN CRAIG, CHAIRMAN

AL ELEBASH, SECRETARY