

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on July 15, 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; Mr. Donn Mount, Vice Chairman/Treasurer; Mr. Al Elebash, Secretary; Mr. Jerry Sansom; Mr. Al Voss; Mr. Mark Grainger, via video conference; Mr. Justin Hopman, Interim Executive Director; Mr. Adam Bird, Attorney. Mr. Roger Molitor was absent.

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. Hopman stated that they would need to remove New Business, Item C from the agenda. Mr. Sansom stated that he would like the presentation of the Invoices for Projects moved to New Business. Mr. Craig called for a motion to approve the Agenda as amended. Mr. Sansom made the motion. Mr. Elebash seconded. Mr. Craig 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. May 20, 2021 – Regular Board Meeting
2. June 3, 2021 – Special Board Meeting
3. June 17, 2021 – Regular Board Meeting

Item B – Approval of FDOT Grant Resolutions for Signature Authority

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

Old Business**Item A - Investigative Findings of TCAA Counsel – Complaint Submitted by TCAA Fire Chief Terry Wooldridge**

Mr. Hopman gave an overview of the item, stating that nothing had changed. Mr. Craig called for a motion. Mr. Mount made a motion to postpone the item. Mr.

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

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

Mr. Craig opened the floor for discussion in the event that anyone wanted to comment or suggestions. Mr. Hopman stated that nothing had changed. Mr. Craig asked if there were any questions. Seeing none, Mr. Craig closed the item.

New Business

Item A – Discussion and Approval of Request for Proposals to Conduct Airport Property Appraisals

Mr. Hopman gave an overview of the item, stating that the Airport Authority put out an RFP for the required Airport Property Appraisals and had received two bid packages from Slack, Johnston & Magenheimer and Tuttle-Armfield-Wagner. Mr. Hopman stated that Slack, Johnston & Magenheimer came in at a lower cost and a quicker turn-around time. Mr. Hopman stated that Staff's recommendation was to go with Magenheimer.

Mr. Craig called for a motion to approve Staff's recommendation. Mr. Sansom made the motion. Mr. Voss seconded. Discussion continued.

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

Item B – Discussion and Approval of the Purchase of a Vehicle for the Director of Airports

Mr. Hopman gave an overview of the item, stating that Staff had been searching for vehicle for the Director of Airports and it was very difficult to find any available that met the requirements. Mr. Hopman stated that he did find a Chevy Suburban on the lot that the dealer would sell at fleet price. Mr. Hopman stated that buying anything on state bid at the moment would be an April/May 2022 delivery and the Suburban would be about \$2,500 more, but was ready to be delivered next week. Mr. Hopman stated that the final price would be \$45,707. Discussion continued.

Mr. Craig called for a motion to approve the vehicle. Mr. Mount made the motion. Mr. Voss seconded. Discussion continued.

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

Item C – Approval of Invoices for Projects

Mr. Hopman presented Pay Request Number 5 in the amount of \$80,987.03, Pay Request Number 6 in the amount of \$47,039.17 and Pay Request Number 7 in the amount of \$52,094.08, all from Michael Baker International, which were for the Runway 9-27 Rehabilitation Project at Space Coast Regional Airport.

Mr. Hopman presented Pay Request Number 7 in the amount of \$8,220.00 from Michael Baker International and Pay Request Number 3 in the amount of \$54,869.33 from Nautilus Earth Management, which were for the Hangar 52 Demo Project at Space Coast Regional Airport.

Mr. Hopman presented Pay Request Number 3 in the amount of \$19,900.90 from Michael Baker International, which was for the Design & Construction of a Corporate Hangar at the Merritt Island Airport.

Mr. Sansom stated that he didn't think it was a good idea to approve invoices on the Consent Agenda, and explained why he felt that way. Mr. Craig asked Mr. Bird to look at this when going through the Policies and Procedures to make sure it was in line with what the Airport Authority was supposed to be doing. Mr. Bird stated that he and Staff had revisited that recently with FDOT and discussed streamlining the process. Mr. Bird stated that FDOT was okay with putting the invoices on the Consent Agenda, but it was the Board's discretion as to where the invoices would go. Discussion continued.

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

Information Section

Interim Director Report

Mr. Hopman presented a Power Point Presentation and briefly went through each item.

Mr. Hopman gave an update on the projects. Mr. Aaron McDaniel answered questions. Discussion continued.

Mr. Hopman reported that a company named Space Perspectives had performed a test launch at Space Coast Regional Airport.

Mr. Hopman discussed the naming of the Spaceport, stating that the Board had previously voted to change the name to Space Coast Air & Spaceport. Mr. Hopman stated that Mr. Daugherty, the new Director of Airports, would be bringing new ideas about re-branding to the Board soon. Discussion continued.

Mr. Hopman turned the floor over to Mr. Aaron McDaniel of Michael Baker Intl., to speak about the meeting that they had with Exploration Park West. Mr. McDaniel stated that he had been working under Airport Authority direction to work with several groups in Brevard County to include the City of Titusville, the North Brevard Economic Development Zone and also the EDC. Mr. McDaniel stated that they all had been working together and had looked at the properties formerly known as the Industrial Park that the County owned as well as the Airport Authority's 350 acres between Grissom and SR 407. Mr. McDaniel stated that there had been a little success in discussing what future plans could look like with

the Authority partnering with all those different entities. Mr. McDaniel stated that the group was looking for support from the County to rebrand the property. Mr. McDaniel stated that the group was asking for the Airport Authority to be their partner and make some commitments to work with the conglomerate to be a part of rebranding and opening the entire area and call it Exploration Park West. Mr. McDaniel stated that another big opportunity was the spaceport territory, and how the Airport Authority could better identify the boundaries of it. Mr. McDaniel stated that the spaceport territory included Space Coast Regional Airport, and he had been working with Mr. Bird to add definition to the statutes to identify the Board and property owners. Discussion continued.

Attorney Report

Mr. Bird continued the discussion on the Spaceport Territory, mentioning that he agreed with the discussion that it was important to keep things regarding that in house as much as possible.

Mr. Bird stated that Mr. Daugherty was starting on Monday, July 19, adding that he felt Mr. Hopman had done a fantastic job.

Mr. Bird stated that there was no update on the Welsh Construction case. Mr. Bird discussed some additional details regarding the case.

Mr. Bird reported that there had been nothing new on the Part 13 complaint at Merritt Island Airport, but he would circle back. Discussion continued.

Mr. McDaniel stated that in regards to the permitting issues at Merritt Island Airport, he had reached out to Mr. John Denninghoff, the Assistant County Manager. Mr. McDaniel stated that Mr. Denninghoff was anxious to meet with Mr. Daugherty once he was on board, to discuss the issues. Mr. McDaniel stated that Mr. Denninghoff had also asked for a map stating all the issues, so he was going to email him today and copy Airport Authority leadership. Mr. McDaniel stated that the map was Exhibit A, which the Airport Authority had paid Michael Baker, International to put together. Mr. McDaniel stated that the FAA was looking at that exhibit right now. Discussion continued.

Mr. Bird reported that there had been no issues onboarding Mr. Daugherty from a legal standpoint. Mr. Bird stated that Mr. Daugherty will come in ready to roll his sleeves up, adding that he (Mr. Bird) would be supportive and available to him (Mr. Daugherty).

Check Register

Mr. Hopman stated that only the Check Register had been supplied in the packet.

Project Reports – Presented

Authority Members Report

Mr. Voss discussed the metrics of bringing in a new director and stated that he felt it was important to establish them. Mr. Voss asked Mr. Hopman about the status of grant reimbursements. Mr. Hopman stated that Staff was all caught up on the requests for reimbursement.

Mr. Elebash stated that this was his last meeting and that he enjoyed serving on the Board.

Mr. Mount stated that he and Mr. Hopman had been trying to set up a credit line instead of the loan, and should have something coming up soon.

Mr. Sansom stated that this should be his last meeting, and that it was a privilege and honor to serve on the Board over the years, and thanked everyone who had been supportive of the program.

Mr. Craig thanked Mr. Elebash and Mr. Sansom for their service. Mr. Craig asked the Board members to schedule time to meet with Mr. Daugherty in the next week or two to get an idea of how he's doing, which would help figure out some metrics as discussed by Mr. Voss. Mr. Craig discussed the board members bringing Mr. Daugherty to meet with other community leaders and organizations that could be important to his position. Discussion continued.

Public & Tenants Report

Mr. Craig turned the floor over to Mr. Kevin Panik. Mr. Panik discussed an ongoing issue with the difficulty of getting emails through to the Board members.

Mr. Craig turned the floor over to Mr. Don White. Mr. White stated that the EAA was holding a youth camp even in the upcoming two weekends. Mr. White also discussed the latest Young Eagles Event.

Mr. White stated that he felt it was important to discuss the possibility of having a control tower at Merritt Island Airport, because there were many safety issues. Mr. Aaron McDaniel stated that operations were getting close to warranting that, and there was a possibility of using one of the new remote towers. Mr. McDaniel stated that it would change how that airport operated, but it was a good discussion point. Mr. Craig asked Mr. Hopman to please discuss that with Mr. Daugherty. Discussion continued.

Adjournment

Mr. Craig adjourned the meeting at 9:46 a.m.

JOHN CRAIG, CHAIRMAN

DONN MOUNT, VICE CHAIRMAN/TREASURER