

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on January 17, 2008 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; Ms. Patricia Patch, Vice Chair/Treasurer; Mr. Ken Rivard, Secretary; Mr. Ken Griffin; Dr. Wasim Niazi; Dr. David L. Hosley; Mr. Michael D. Powell, C.M., ACE, Executive Director; Mr. Timothy Pickles, Esq., Airport Attorney. Ms. Veronica Clifford was absent.

**Call to Order**

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

**Approval of the Agenda, As Presented**

Mr. Sansom asked if any Board Member wanted to make changes or additions to the Agenda. Dr. Niazi made a motion to approve the Agenda, as presented. Ms. Patch seconded. Mr. Sansom called the question. There were no objections. Motion passed.

**Approval of the Titusville – Cocoa Airport Authority Minutes**

Mr. Sansom called for the approval of the December 20, 2007 Regular Board Meeting minutes with minor changes. The Board concurred. Mr. Rivard made a motion to approve the minutes as corrected. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion passed.

**Presentations****Item A – Final Public Meeting to Discuss the Master Plan Update for the Arthur Dunn Airpark**

Mr. Jim Kriss from Avcon gave a presentation of the Master Plan Update for the Arthur Dunn Airpark followed by a question & answer session with the Authority Board. Mr. Powell gave a brief history of the Master Plan Update process. Discussion continued amongst the Board.

Ms. Patch made a motion to accept the Master Plan update as presented. Mr. Griffin seconded. Mr. Sansom asked if there were any comments from the public. Seeing none, Mr. Sansom called the question. There were no objections. Motion passed.

**Old Business**

**Item A – Discussion and Consideration of a Self-Serve Fueling Facility at the Merritt Island Airport**

Mr. Powell gave a brief background and overview of the item. Mr. Powell stated that Atlas Aviation at Merritt Island Airport had submitted a letter of intent to sell their business to another entity, Pinetree Holdings. Mr. Powell read the letter to the Board. Mr. Powell explained that Pinetree Holdings wanted to operate a Part 141 Flight Instruction School and recommended that the Board allow Staff to negotiate a new lease. Discussion ensued.

Mr. Sansom suggested that the discussion be broken out into two parts: If there should be a self serve fuel facility and who should operate it. Discussion continued.

Dr. Niazi made a motion that the Airport Authority proceed with providing a self serve fuel facility at Merritt Island Airport. Ms. Patch seconded. Discussion continued amongst the Board.

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

Mr. Sansom stated that the next decision was who would operate the facility. Mr. Griffin made a motion to have the Airport Authority operate the self serve fuel facility. Mr. Rivard seconded. Ms. Patch stated that she was against it. Discussion continued amongst that Board.

Mr. Sansom asked what the costs would be to construct and operate the fuel facility. Mr. Powell stated that it would cost about \$90,000 to \$100,000 to put the fuel facility in. Mr. Powell added that additional costs would also include Staff time. Mr. Powell stated that it could possibly have a negative impact from a marketing perspective due to the perception of competition. Dr. Niazi asked how it would be financed. Mr. Powell answered that it would be financed through grants.

Mr. Sansom stated that he saw no problem with providing the service, but he didn't think the Authority should operate it. Mr. Sansom stated that he would not support the motion as stated. Discussion continued amongst the Board.

Dr. Hosley asked if there was going to be an FBO at Merritt Island Airport. Mr. Powell explained that the Staff had explained to Pinetree Holdings that they would need to provide FBO services with a fuel flowage fee to the Authority. Mr. Powell stated that he also explained to them that one of the tenants' main concerns was low priced fuel. Discussion continued.

Mr. Griffin made an amendment to his motion to state that the Authority should move forward in building the fuel facility with the possibility of leasing it to another entity and if necessary the Authority would operate it. Ms. Patch seconded. Discussion continued amongst the Board.

Mr. Sansom opened the floor to the public. Mr. John Lanahan asked if the Board could dictate the price of the fuel. Mr. Sansom stated that they could not. Mr. Tony Yacono stated that since it would take about twelve to fourteen months to build the fuel facility, it wasn't an issue right now. Mr. Yacono suggested putting the fuel facility in and then to decide later who would operate it. Mr. Scott Haun from Voyager Aviation International stated that he supported putting in the tanks, but he hadn't known Atlas Aviation would be selling and he felt that they would be in competition with their flight school. Mr. Haun stated that he would like to see the Airport Authority operate the fuel facility so that the two flight schools would be on a level playing field. Discussion continued amongst the Board.

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

## **Information Section**

### **Executive Director Report**

Mr. Powell reported that Voyager Aviation International at Merritt Island Airport wanted to lease the old Mosquito Control Building. Mr. Powell stated that Voyager would fix the building and would include in the lease that they would vacate whenever the Authority was ready to build the proposed t-hangars there. Mr. Powell explained that because the building needed a lot of work the agreement would be a simple ground lease. Discussion ensued.

Dr. Niazi made a motion to allow Staff to enter into a lease agreement with Voyager Aviation International that was agreeable to Mr. Powell. Mr. Rivard seconded. Discussion continued amongst the Board.

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

Mr. Powell continued his report stating that he had touched base with the FDOT regarding the Corporate Terminal Project investigation. Mr. Powell stated that he had called and emailed the inspector, Mr. Vitale, and that Mr. Vitale had basically responded that no timeline had been established and he would get back to Mr. Powell.

Mr. Sansom excused himself from the meeting and turned the Chair over to Ms. Patch.

Mr. Powell reported that Staff was proposing a new terminal building at Space Coast Regional Airport that was one-third the cost of the old design and was designed to be expandable. Mr. Powell stated that this was a previous design used by the LPA Group for the Sebastian Airport, and that the LPA Group was willing to work with the Titusville – Cocoa Airport Authority to utilize the design to fit their needs. Mr. Powell stated that Staff would use the remaining grants from the old project to fund it. Mr. Powell also stated that office space in the building could be rented out. Discussion ensued amongst the Board.

The Board concurred that this new possibility was something that should be considered. Ms. Patch directed Staff to add the item to the Agenda for the next Regular Board Meeting.

Mr. Powell reported that the Authority had acquired a new backhoe.

Dr. Niazi asked who was responsible for edging at the Merritt Island Airport. Mr. Powell stated that Airport Authority Staff did that. Dr. Niazi stated that it wasn't being done properly. Mr. Powell stated that he would address the issue.

Mr. Powell concluded his report.

### **Attorney Report**

Mr. Pickles reported that the Airport Authority had taken possession of the Condo Hangars at Merritt Island Airport and that a notice was sent to all the tenants with one response so far. Mr. Pickles stated that he suggested honoring the current agreements that the tenants had with the previous owner. Mr. Pickles concluded his report.

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

Mr. Powell stated that everything was in line.

### **Administration & Project Reports**

Mr. Powell stated that there were no changes in the reports and that presently everything was at a standstill with FDOT. Discussion ensued.

### **Authority Members Report**

Mr. Rivard discussed what he believed to be worn pavement from the Bristow Academy helicopters at Space Coast Regional Airport. Mr. Rivard provided a photo showing these areas. Mr. Powell explained that it was actually worn Grip-flex and it would all be fixed during the Apron Rehabilitation. Mr. Powell also explained that Bristow Academy would eventually be moved to the west side of the airport.

Dr. Hosley mentioned that the City of Titusville was looking at the Space Port Commerce Park near Space Coast Regional Airport to see if there were ways to market it to bring in new industry.

### **Public & Tenants Report**

Mr. Tony Yacono commended the Maintenance Staff for doing a great job to rebuild two Port O' Ports at Merritt Island Airport. Mr. Yacono also mentioned that the next Young Eagles event would take place on May 1, 2008.

**Adjournment**

Mr. Sansom asked for a motion to adjourn. Mr. Rivard made a motion to adjourn the meeting. Mr. Griffin seconded the motion. Mr. Sansom called the question. All voted aye. Meeting was adjourned.

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JERRY SANSOM, CHAIRMAN

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KEN RIVARD, SECRETARY