

## BOARD WORKSHOP

TITUSVILLE-COCOA AIRPORT AUTHORITY

October 21, 2003

The Board workshop of the Titusville-Cocoa Airport Authority was held on October 21, 2003, at 1:10 p.m., at the Titusville-Cocoa Airport Authority office, 355 Golden Knights Boulevard, Titusville, Florida. The following members were present: Frank Kinney, Chairman; R. Craig Rastello, Vice Chairman; Philip Thompson, Secretary; Russell Alarie, Treasurer; Brian M. Lally, P.E.; David N. Edwards, Jr., A.A.E., Executive Director; and Timothy F. Pickles, Esq.; Airport Attorney. Joel H. Taft and Jay G. M. Schenck were absent.

Mr. Edwards reviewed the presentation and the items to be covered at the workshop.

Mr. Edwards reviewed the objectives and accomplishments for Fiscal Year 2002/2003.

Mr. Edwards stated the accomplishments for the Arthur Dunn Airpark as follows:

- Resolve Stormwater Issue with City of Titusville (ongoing)
- Master Plan Update (ongoing)
- Runway/Taxiway Lighting Project
- Security Project (ongoing)
- Install AWOS (ongoing)

Mr. Edwards stated the following objectives for Arthur Dunn Airpark, which still need to be completed as follows:

- Complete Land Acquisition (5 acres)
- Remove Displaced Threshold on the Grass Runway and Lengthen to 2,000 feet (FDOT Standard)
- Airspace Obstruction Removal Project (Trees)

Mr. Edwards stated the accomplishments for the Merritt Island Airport as follows:

- Complete AWOS Installation (ongoing)
- Sheriff's Hangar Project (agreement completed)

- Southwest Apron Rehabilitation Project
- Security Project (ongoing)
- Completed T-Hangar Maintenance Project

Mr. Edwards stated the following objectives for Merritt Island Airport, which still need to be completed as follows:

- Renegotiate Lease with Sebastian Communications

Mr. Edwards stated the accomplishments for the Space Coast Regional Airport as follows:

- Reconstructed Safety Areas for Runway 27
- Finalized Time-Frame for Construction of Helicopter Adventures' New Facility
- Completed T-Hangar Maintenance Project
- Designed New Corporate Terminal Complex and Commenced Construction
- Rehabilitated Taxiway "E" Pavement
- Upgraded Lighting on Taxiway "E" and "C"
- Installed REILS on Runways
- Completed the Acquisition of 550+/- Acres of Property

Mr. Edwards stated the following objectives for Space Coast Regional Airport, which still need to be completed as follows:

- Installation of AWSS
- Reestablish Non-Precision Approach for Runway 18
- Amtrak Station at TIX

Discussion ensued regarding the future possibilities of an actual Amtrak Station being constructed at the airport.

Mr. Edwards stated the accomplishments for the Airport Administration as follows:

- Completed Enabling Legislation Codification

- Adopted updated Minimum Standards, Rules and Regulations and Airport Authority Policies
- Adopted Position on FBO Management
- Refinanced Authority's Outstanding Debt

Discussion ensued regarding the property acquisition process at Arthur Dunn in order to complete the tree-trimming requirement.

Discussion ensued regarding the Sheriff's project and the process for the design phase of the building.

Mr. Schenck joined the meeting at 1:25 PM.

Mr. Edwards stated the following objectives for Airport Administration, which still need to be completed as follows:

- Evaluate Management of T-Hangar Facilities

Mr. Edwards reviewed the objectives for Fiscal Year 2003/2004.

Mr. Edwards stated the objectives for the Arthur Dunn Airpark as follows:

- Land Acquisition Program
- Remove Displaced Threshold on the Grass Runway and Lengthen to 2,000 feet (FDOT Standard)
- Finalize Stormwater Issue with City of Titusville
- Airspace Obstruction Removal Project (Trees)
- Complete Master Plan Update
- Complete Security Project
- Complete Installation of AWOS

Mr. Edwards stated the objectives for the Merritt Island Airport as follows:

- Complete AWOS Installation
- Construction of New Sheriff's Hangar and Office
- Complete Security Project
- Renegotiate Lease with Sebastian Communications

- Joint Stormwater Project with Brevard County
- North Apron and Taxiway B Project
- Replace Rotating Beacon
- Resolve Issues with Merritt Island Air Service

Mr. Edwards stated the objectives for the Space Coast Regional Airport as follows:

- Installation of AWSS (continue to press FAA)
- Finalize Enchanted Forest Tree Solution and Reestablish Non-Precision Approach for Runway 18
- Complete Construction of Corporate Terminal Complex – Phase I
- Complete Security Project
- Helicopter Pad/Spots Project
- West Side Water Line Project
- West Side FPL Electrical Service Project
- Complete Master Plan
- Complete Tower Radar Project (STARS)
- Secure Final Approval from U.S. Fish and Wildlife for the Development of the West Side Aviation Area
- Finalize Negotiations with Willow Creek Development for a Road and Utility Easement Across Airport Property South of Sheppard's Drive

Mr. Edwards stated the objectives for Airport Administration as follows:

- Finalize Selection of New Executive Director
- Formulate and Implement a New Communications Program for Tenants, Users, and the Community
- Evaluate Management of T-Hangar Facilities
- Adopt Authority Board Ethics Policy
- Continue Lease Compliance Program

→ Open Discussions with Local Governing Bodies the Adoption of Updated Airport Zoning Ordinances

Discussion ensued among the Board regarding an effective way to provide the future objectives to the new Executive Director when he joins the Authority.

Mr. Schenck asked about the process to complete all 3 Master Plans.

Mr. Edwards updated the Board on the process for all three airports regarding the completion of the Master Plans.

Mr. Schenck asked about the completion of the AWOS system at the Arthur Dunn Airpark.

Mr. Carr advised the Board of the timeline for completion of the project.

Mr. Schenck requested information regarding the stormwater situation at the Arthur Dunn Airpark.

Mr. Edwards updated the Board on the stormwater issue.

Discussion ensued.

Mr. Edwards briefed the Board on the background of the stormwater project at the Merritt Island Airport.

Mr. Schenck asked if there were any additional funds available for land acquisition at the Space Coast Regional Airport.

Mr. Edwards stated that funds are programmed for the future from FDOT, however, there are no funds available at the present time.

Discussion continued regarding the future for acquiring land at the Space Coast Regional Airport.

Mr. Taft joined the meeting at 2:10 PM.

Mr. Edwards opened the meeting for discussion regarding the Authority Board Ethics Policy. He presented Mr. Taft's recommendation and a response from Mr. Pickles. He also presented an Ethics Policy adopted by Port Canaveral, which could possibly aid in finding a resolution.

Discussion ensued.

Mr. Kinney closed the discussion on the Ethics Policy and requested that Mr. Edwards present the next item for discussion.

Mr. Edwards briefed the Board on a future meeting organized by Commissioner Pritchard in an attempt to make additional changes to the current Enabling Legislation.

Mr. Edwards opened the meeting for discussion to determine who will represent the Authority at the meeting, as well as what position the Authority will take during the meeting.

Discussion ensued.


The consensus of the Board was to have Mr. Taft and Mr. Pickles represent the Authority at Commissioner Pritchard's upcoming meeting.

The Board also reached a consensus that the Authority remain status quo on this issue and request that no changes be made.

Discussion continued.

Mr. Kinney closed the workshop portion and called a short recess before opening the special meeting scheduled immediately following the workshop.

The Board workshop was adjourned at 3:10 PM.

  
FRANK KINNEY, CHAIRMAN  
PHILIP R. THOMPSON, SECRETARY