



Mr. Jerry Sansom, Chairman
Mr. Milo Zonka, Vice Chairman
Dr. John Leavitt, Treasurer
Mr. Harry Carswell, Secretary
Dr. Dave Hosley
Mr. John Craig
Mr. Al Elebash

355 Golden Knights Blvd. → Titusville, Florida 32780
321.267.8780 → fax: 321.383.4284 → mpowell@flairport.com

AGENDA
REGULAR MEETING
NOVEMBER 20, 2018 AT 8:30 A.M.

.....

** NOTE TO ALL PUBLIC ATTENDEES:*

The public may speak on any item on the agenda. Should someone wish to address the Airport Authority Board on a specific item, there will be request cards located on the wall adjacent to the public seating area. Be advised that these cards must be completed and presented to the Executive Secretary prior to the item being heard. Your comments will be addressed prior to the Board's discussion and you will have 5 minutes to address the Board. Thank you for your attention.

Salute to Flag - Pledge of Allegiance.

- I. CALL TO ORDER.
- II. ROLL CALL.
- III. APPROVAL OF THE AGENDA, AS PRESENTED
- IV. APPEARANCES: None
- V. PRESENTATIONS:
- VI. CONSENT AGENDA:

(These items are considered routine and will be acted upon by the Authority in one motion. If an Airport Authority Board Member requests discussion on an item, it will be considered separately.)

- a. Approval of the Titusville - Cocoa Airport Authority Minutes:
 - 1. September 20, 2018 - Regular Meeting
 - 2. September 20, 2018 - Second Public Hearing

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

- a. Discussion and Selection of Airport Authority Board of Directors Officer Positions
- b. Discussion and Consideration of a Forbearance Agreement with Comp Air
- c. Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International and Contractors Regarding Current Projects

NEXT REGULARLY SCHEDULED AUTHORITY MEETING IS TENTATIVELY SCHEDULED FOR
DECEMBER 20, 2018 AT 8:30 A.M.
ADDITIONAL INFORMATION ON AGENDA ITEMS CAN BE OBTAINED BY CONTACTING 267-8780.

- XI. INFORMATION SECTION:
 - a. Chief Executive Officer Report
 - b. Attorney Report
 - c. Check Register & Budget to Actual
 - d. Project Reports
- X. AUTHORITY MEMBERS REPORT
- XI. PUBLIC AND TENANTS REPORT
- XII. ADJOURNMENT

Respectfully submitted,

Michael D. Powell, C.M., ACE
Chief Executive Officer

Jerry Sansom
Chairman

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on September 20, 2018 at 4:00 p.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. Harry Carswell, Secretary; Dr. David Hosley; Mr. Al Elebash; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Adam Bird, Attorney. Mr. Milo Zonka and Mr. John Craig were absent. Dr. John Leavitt was in attendance via teleconference.

Call to Order

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

Mr. Sansom introduced new Board member Mr. Al Elebash, who was taking the place of Dr. Wasim Niazi. Mr. Sansom stated that Mr. Elebash had been on the Board previously. Mr. Bird stated that Mr. Elebash would be formally sworn in at the next meeting, but he could still participate and vote in the current meeting.

Approval of the Agenda

Mr. Sansom asked if there were any changes or additions to the Agenda. Mr. Powell stated that there would be a presentation under Appearances. Mr. Sansom called for a motion to approve the Agenda. Mr. Carswell made the motion. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Appearances – Presentation of Retirement Gift to Ms. Debbie Marino & Introduction of New Operations Supervisor Justin Hopman

Mr. Powell presented Debbie Marino, Operations and Public Safety Manager, with a plaque/gift of a taxiway light lamp to thank her for her service to the Airport Authority upon her retirement. Mr. Powell introduced Ms. Marino's replacement, Mr. Justin Hopman, who would be the Operations Supervisor. Mr. Hopman introduced himself to the Board. Discussion continued.

Presentations – None**Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:**

1. August 16, 2018 – Regular Meeting
2. August 16, 2018 – First Public Budget Hearing

Item B – Resolution to Approve an FAA Grant for the Reconstruction of the South Apron at Merritt Island Airport

Item C – Resolution to Approve an FDOT Grant for the Reconstruction of the South Apron at Merritt Island Airport

Dr. Hosley made a motion to approve the Consent Agenda as presented. Mr. Carswell seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Old Business – None

New Business

Item A – Discussion & Consideration of Sub-lease for the Driving Range at Arthur Dunn Airpark

Mr. Powell gave a brief overview of the item, stating that the Driving Range had been taken over by Mr. Niall Concannon who was from Ireland, but due to Mr. Concannon not being able to renew his work visa, the Driving Range was going to be sublet to Mr. Roger Whitmore, who had been managing the facility for Mr. Concannon. Mr. Powell stated that the payments would still come from Mr. Concannon, but Mr. Whitmore would take care of the day-to-day operations.

Mr. Sansom called for a motion to approve the sub-lease. Mr. Elebash made the motion. Mr. Carswell seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Item B – Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International & Contractors Regarding Current Projects

Mr. Sansom turned the floor over to Mr. McDaniel.

Mr. McDaniel presented Pay Request Number 3 – Final in the amount of \$5,231 from Michael Baker International, which was for the Runway 11/29 Rehabilitation Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 9 in the amount of \$6,418.13 from Michael Baker International, which was for the North Area Security and Infrastructure Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 27 in the amount of \$7,665.25 from Michael Baker International, which was for the Runway Safety Area Improvements Project at Merritt Island Airport.

Mr. McDaniel presented Pay Request Number 3 – Final in the amount of \$12,536, which was for the Airfield Lighting Rehabilitation Project at Space Coast Regional Airport.

Mr. Carswell made a motion to approve the invoices. Dr. Hosley seconded. Mr. Sansom called the question. There were no objections. Motion passed. Discussion continued.

Mr. McDaniel gave a brief update on the Spaceport License Application process, stating that it was slated for final review in October, which was when the 180 day clock would start, and things should be finalized by June 2019. Discussion continued.

Item C – Discussion & Consideration of an Amended Lease at Arthur Dunn Airpark

Mr. Powell gave a brief overview of the item, stating that the City of Titusville wanted to lease an Airport Authority owned commercial building adjacent to Arthur Dunn Airpark for storage purposes. Mr. Powell stated that the City Council had approved it, but wanted to make some changes to the already Airport Authority Board approved lease language. Mr. Powell stated that he just wanted the Board to approve the changes, and gave a brief explanation of what they were. Mr. Powell stated that there were no changes to the business terms or amount. Discussion continued.

Dr. Hosley made a motion to approve the changes to the lease language. Dr. Leavitt seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Information Section

CEO Report

Mr. Powell gave a brief overhead presentation, showing slides of the progress of the Port-O-Port Project at Merritt Island Airport. Mr. McDaniel gave a scheduling update of the project.

Mr. Powell reported that there would be a delay in the project to repair the dip in the runway at Merritt Island Airport, and that more than likely it would be delayed until the South Apron Project started to save money. Discussion continued.

Mr. Powell stated that there was another group that was interested in building at Space Coast Regional Airport. Discussion continued.

Mr. Powell concluded his report.

Attorney Report

Mr. Bird reported that in November the Airport Authority would be holding a public auction. Mr. Powell stated that Staff would be sure to release a list of the items to the Board ahead of the auction. Discussion continued.

Mr. Bird concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that financial reports had been provided and he would be happy to answer any questions.

Administration & Project Reports

Mr. Powell stated that the reports were provided, and per the request of the Board had been changed to a more detailed and color coded reports.

Authority Members Report

Mr. Carswell asked if the lease for the FBO at Merritt Island Airport had changed hands. Mr. Powell stated that there were other groups that had bought interest in the parent company, but the folks onsite remained the same, in the same roles. Discussion continued.

Dr. Hosley asked if the C123 was still parked at Space Coast Regional Airport. Mr. Powell stated that it used to be owned by Air America, which dissolved, so the Valiant Air Command had taken it over. Discussion continued.

Dr. Hosley asked for an update on Airscan at Space Coast Regional Airport. Mr. Powell stated that the owner had passed away so things had been quite assuming they may be trying to figure things out moving forward. Discussion continued.

Dr. Hosley asked for an update on the Valiant Air Command at Space Coast Regional Airport. Mr. Powell stated that the VAC was trying to work out if they were going to have an airshow in 2019, due to funding issues. Mr. Powell stated that the VAC was also talking about building other hangars and apron. Discussion continued.

Public & Tenants Report

Mr. Don White from the EAA at Merritt Island Airport announced that their next Young Eagles Event was being held on October 27th. Mr. White stated this time pre-registration with the EAA was going to be required.

Mr. White stated that he felt that Merritt Island Airport had become very student oriented and that there needed to be more tie-down space there. Discussion continued.

Dr. Leavitt stated that he had been told that one of the tenants at Merritt Island had told him they were struggling with getting enough power in their t-hangar building T-5. Mr. Powell stated that Staff would check into it.

Adjournment

Mr. Sansom adjourned the meeting at 4:59 p.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Second Budget Hearing of the Titusville - Cocoa Airport Authority was held on September 20, 2018 at 5:02 p.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. Harry Carswell, Secretary; Dr. David Hosley; Mr. Al Elebash; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Adam Bird, Attorney. Mr. Milo Zonka and Mr. John Craig were absent. Dr. John Leavitt was in attendance via teleconference.

Call to Order

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

Consideration of Tentative 2018-2019 Fiscal Year Budget

Mr. Powell briefly presented the proposed budget, stating that this was the second public hearing of two, and that this budget had been presented to the Board twice already in 2018 before the first public hearing. Discussion continued.

Mr. Sansom asked if the public would like to comment on the budget. Seeing no public comment, Mr. Sansom brought the budget back to the Board.

Mr. Sansom called for a motion. Mr. Carswell made a motion to approve the budget as presented. Dr. Leavitt seconded. Mr. Sansom called the question. All voted aye. Motion passed.

Adjournment

Mr. Sansom adjourned the meeting at 5:05 p.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY



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MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer

DATE: November 15, 2018

ITEM DESCRIPTION - NEW BUSINESS ITEM A

Discussion and Selection of Airport Authority Board of Directors Officer Positions

BACKGROUND

Airport Authority Board Members are appointed for a three year term in which Authority Officer positions are filled by Board of Director's selection each year.

ISSUES

Per the Enabling Legislation, any person can hold two or more positions and the only stipulation is that the Chairman cannot also be the Secretary.

ALTERNATIVES

The Airport Authority Board of Directors could select any of the Board Members for positions.

FISCAL IMPACT

None at this time.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) select officers for the next year, and (3) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.



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MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer

DATE: April 19, 2018

ITEM DESCRIPTION - NEW BUSINESS ITEM B

Discussion and Consideration of a Forbearance Agreement with Comp Air

BACKGROUND

Staff has been working with Comp Air for some time to get their account current. Comp Air had gotten behind in their commercial lease payments to the Authority for what they cited as being owed funds from several sources that had not come through. In April, 2018 the Board agreed to a Settlement and Security Agreement with Comp Air to allow more time for them to bring their account current.

Comp Air is now in default of the last Agreement, so they have brought in a third party in that seems ready to help get Comp Air current by the year's end in a last effort to pay what is owed the Authority. The details of that payment are in the Forbearance Agreement attached.

ISSUES

Staff and legal have been working with the third party to get enough up front to show the Board their good faith effort to bring the entire account current by year's end, to include a security deposit.

ALTERNATIVES

The Board could decide to approve or not approve the request by Comp Air and approve or not approve the document.

FISCAL IMPACT

Please review the attached document for more details. Comp Air shall pay to TCAA the total sum of \$84,338.60 as follows: \$27,000.00 on or before November 9, 2018, and a second payment of \$57,338.60 on or before December 15, 2018. Additionally, Comp Air shall pay to TCAA the additional sum of \$11,220.54 on or before November 9, 2018.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) approve the request by Comp Air and supporting document, and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.

FORBEARANCE AGREEMENT

This Forbearance Agreement (the “Agreement”) is entered into by and between the **TITUSVILLE-COCOA AIRPORT AUTHORITY** (“TCAA”), and **COMP AIR AVIATION, LLC** (“Comp Air”) (parties collectively referred to as the “Parties”). This Agreement shall be effective on the date that its execution is completed (“Effective Date”).

RECITALS:

WHEREAS, TCAA and Comp Air are parties to a certain commercial lease agreement for the lease of commercial property located at Space Coast Regional Airport (the “Lease”), which is owned and operated by TCAA, more particularly described as that certain “Lease Agreement” with an effective date of 12/19/2013, for approximately 32,513 sq. ft., including without limitation a commercial building, ramp, and parking areas, as more particularly described in the Lease; and

WHEREAS, Comp Air failed to pay all sums due TCAA under the Lease so that as of May 31, 2018, Comp Air was in arrears on payment of sums due under the Lease to TCAA in a total amount of \$44,643.86 (the “Lease Arrearage”), and said failure to pay all sums due under the Lease through May 31, 2018 constituted a material breach of the Lease;

WHEREAS, TCAA sent written notices to Comp Air, including without limitation a statutory 3-Day Notice, demanding full payment of all past due sums under the Lease; and

WHEREAS, in May of 2018, Comp Air represented to TCAA that it did not then have the economic means to satisfy the Lease Arrearage but that it expected to have such means by way of business transactions in the near future; and

WHEREAS, Comp Air offered to pay the Lease Arrearage in a lump sum payment together with interest, fees and costs due TCAA under the Lease as a result of the Breach; and

WHEREAS, having considered the highest and best economic use of the property subject to the Lease as well as additional options related to the same, TCAA in May 2018 wished to continue its landlord-tenant relationship with Comp Air and provide Comp Air with the settlement terms to satisfy the Lease Arrearage it has requested under terms that are economically advantageous to both TCAA and Comp Air; and

WHEREAS, as a result, on or about May 19, 2018, TCAA and Comp Air entered into a Settlement and Security Agreement (the “Settlement Agreement”) conditioned upon Comp Air’s full performance of all of its obligations thereunder; and

WHEREAS, Comp Air defaulted under the Settlement Agreement by failing to make all payments due TCAA thereunder; and

WHEREAS, as a result of Comp Air’s breaches of the Lease and the Settlement Agreement, TCAA instituted an action for eviction and damages against Comp Air in the Circuit Court of the Eighteenth Judicial Circuit in and for Brevard County, Florida, Case No. 05-2018-CA-046913 (the “Action”); and

WHEREAS, a potential investor has contacted Comp Air about conducting sufficient due diligence to evaluate the possibility of investing in Comp Air (the “Potential Investor”); and

WHEREAS, Comp Air and the Potential Investor have requested a temporary abatement of the Action, in exchange for the obligations and payments set forth herein, in order to provide the Potential Investor with time to conduct due diligence without any further progression of the Action; and

WHEREAS, having considered the highest and best economic use of the property subject to the Lease as well as additional options related to the same, TCAA desires to agree to temporarily abate the Action in exchange for the payments set forth in this Agreement to provide Comp Air and the Potential Investor with the time they have requested for the Potential Investor to conduct due diligence; and

WHEREAS, the current amount of rent and late fees due TCAA from Comp Air through January 31, 2019 is \$84,338.60.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, including without limitation the obligations and representations in paragraph 2, below, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties, the Parties agree to be legally bound by the following terms and conditions which constitute full settlement of the Breach if said terms and conditions are fully and timely completed:

1. **Recitals:** The Parties acknowledge that all of the “WHEREAS” clauses preceding paragraph 1 are incorporated as material parts of this Agreement.

2. **Terms of Forbearance:** The Parties hereby agree to be obligated and/or bound by the following terms and also recognize and agree that full and faithful performance of all of the terms set forth in this Agreement are a mandatory and material part of each Party’s obligation(s) to perform hereunder:

- (a) Comp Air shall cause to be paid directly to TCAA the total sum of \$84,338.60 as follows: \$27,000.00 on or before November 9, 2018, and a second payment of \$57,338.60 on or before December 15, 2018. Additionally, Comp Air shall pay to TCAA the additional sum of \$11,220.54 as and for a security deposit under the Lease, as set forth in the Settlement Agreement, on or before November 9, 2018.
- (b) Upon timely receipt and confirmation of the first payment of \$27,000.00 and the security deposit of \$11,220.54 as set forth in subparagraph (a), above, TCAA shall forbear prosecution of or action of any kind (other than the minimum necessary, if any, to prevent dismissal) in the Action until and through December 15, 2018.
- (c) If Comp Air fully and timely complies with its obligations under this Agreement, TCAA agrees to waive the claims it has or may have against Comp Air for non-payment of rent under the Lease and/or Settlement

Agreement through January 31, 2019 (including without limitation any claims it has or may have for double rent, attorneys' fees or costs related to any breach of the Lease and/or the Settlement Agreement), and to treat Comp Air for all intents and purposes as though it had fully complied with its rental payment obligations as set out in the Lease through January 31, 2019. The Parties further agree and acknowledge that if all Parties fully and timely comply with all of their obligations under this Agreement, the Lease shall remain in full force and effect pursuant to the terms therein as if no breach had been committed. However, any breach of the Lease by Comp Air related to non-payment of rent thereunder after January 31, 2019 shall not be affected in any fashion by this Agreement, and TCAA shall be permitted to exercise any and all rights it has under the Leases, Florida law or otherwise.

- (d) If Comp Air fully and timely complies with all its obligations hereunder, TCAA shall voluntarily dismiss the Action with prejudice within a reasonable period of time after receipt and confirmation of the final payment made by or on behalf of Comp Air pursuant to this Agreement, assuming such final payment fully satisfies all of Comp Air's obligations hereunder.

3. **Breach of Agreement:** TCAA's agreements to forbear prosecution of the Action and, under certain circumstances, to voluntarily dismiss the same as set forth in subparagraphs 2(b) and (d), above, are premised solely upon Comp Air's full and complete performance of all obligations set forth in this Agreement. In the event Comp Air breaches this Agreement, the Parties agree and acknowledge that this Agreement shall be terminated and treated as null and void ab initio, with the exception that any payments made by or on behalf of Comp Air hereunder to TCAA shall be credited to Comp Air against all amounts owed to TCAA from Comp Air, including without limitation those set forth in the complaint filed in the Action. Should Comp Air breach this Agreement, TCAA will be entitled to immediately proceed in the Action and enforce any and all rights it has under the Lease, the Settlement Agreement or any other right it has contractually, at law and in equity.

4. **Governing Law and Jurisdiction:** This Agreement shall be deemed to be made and entered into in the State of Florida, and shall in all respects be interpreted, enforced and governed under the laws of Florida, without giving effect to the conflict of laws principles of Florida law. The Parties agree that venue for any litigation brought to enforce this Agreement shall lie exclusively with the Circuit Court of the Eighteenth Judicial Circuit in and for Brevard County, Florida, or, if that court refuses jurisdiction, in any court of competent jurisdiction for Brevard County, Florida.

5. **Interpretation:** The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the Parties. This Agreement shall not be construed against the "drafter" of the Agreement. If any portion or provision of this Agreement (including, without implication of limitation, any portion or provision of any section of this Agreement) is legally determined to be unenforceable, the remainder of this Agreement shall not be affected by such determination and shall be valid and

enforceable to the fullest extent permitted by law, and said unenforceable portion or provision shall be deemed not to be a part of this Agreement.

6. **Time of the Essence:** Time is of the essence in and for this Agreement, and any covenant, condition or obligation not performed strictly within the deadlines set forth herein shall constitute a breach hereof, with no substantial compliance being sufficient as it pertains to time of performance.

7. **Headings:** The headings of the provisions herein are intended for convenient reference only, and the same shall not be, nor be deemed to be, interpretative of the contents of such provision.

8. **Signatures in Counterparts:** This Agreement may be executed in counterparts, and each counterpart, when executed, shall have the efficacy of a signed original. All counterparts combined shall constitute one and the same document.

9. **Attorneys' Fees and Costs:** In any action to enforce and/or for breach of this Agreement or the Parties' obligations hereunder, the prevailing party(ies) shall be entitled to recover its reasonable attorneys' fees and costs, including without limitation attorneys' fees and costs spent litigating entitlement to and/or amount of attorneys' fees and costs and attorneys' fees and costs related to an appeal or appellate proceeding relating to this Agreement, from the non-prevailing party(ies).

10. **Voluntary Execution:** By signing this Agreement, all Parties expressly warrant that they have read and fully understand this Agreement and that they have consulted legal counsel, or have had the opportunity to consult legal counsel, prior to signing. All Parties acknowledge that this Agreement is voluntary and that no one is making or forcing any Party to enter into it.

11. **Authority:** TCAA and Comp Air expressly represent and agree that their respective undersigned representatives have full authority to enter into this Agreement on behalf of his/her entity and to bind said entity to the terms hereof.

(Signature Pages Follow)

IN WITNESS WHEREOF, this Agreement has been executed by the Parties as of the Effective Date.

COMP AIR AVIATION, LLC

WITNESS: _____ By: _____
_____ As Its: _____

WITNESS: _____ Print Name: _____
_____ Dated: _____, 2018.

STATE OF FLORIDA)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2018, by _____, who [] is personally known to me or who [] has produced _____ (type of identification) as identification.

Notary's Seal: _____
NOTARY PUBLIC

(Print Name of Notary Public)

IN WITNESS WHEREOF, this Agreement has been executed by the Parties as of the Effective Date.

**TITUSVILLE-COCOA
AIRPORT AUTHORITY**

By: _____

Name: Michael Powell, C.M., ACE

Title: Chief Executive Officer

Approved as to form and legality
this ____ day of _____, 2018.

GrayRobinson, P.A.

By: _____
Adam M. Bird, Esq.
TCAA Legal Counsel

WITNESSES:

By: _____

(Print Name)

By: _____

(Print Name)



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MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer

DATE: November 15, 2018

ITEM DESCRIPTION - NEW BUSINESS ITEM C

Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International and Contractors Regarding Current Projects

BACKGROUND

Michael Baker International is currently conducting the engineering and oversight work for contractors on current projects.

The invoice review is to keep the Board informed and ensure we meet FDOT compliance requirements.

ISSUES

All projects are moving forward.

ALTERNATIVES

If anything regarding the numbers is unclear during the discussion, the Airport Authority Board may ask questions about the costs to ensure everyone is comfortable with the invoices as presented.

FISCAL IMPACT

The current Invoiced Costs for the invoices will be covered by Mr. Aaron McDaniel, of Michael Baker International, in detail at the Board Meeting. The back-up documentation is provided for the Board's convenience of reference.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) Concur with approval of the invoiced costs by Michael Baker International and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 1 OF 2 PAGES

TO OWNER:
 Titusville-Cocoa Airport Authority
 355 Golden Knights Blvd.
 Titusville, FL 32780

PROJECT:
 Port-A-Port Hangar Replacement at Merritt Island Airport
 900 Airport Road, T-15, Merritt Island, FL 32952

APPLICATION NO: One (1)
PERIOD TO: 9/30/2018
PURCHASE ORDER NO.:

Distribution to:

OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR:
 C & D Construction, Inc.
 395 S. Range Road
 Cocoa, FL 32926
 CONTRACT FOR:

CONTRACT DATE: 8/28/2018

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet. AIA Document G703 is attached

1. ORIGINAL CONTRACT SUM \$ 1,434,163.00
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (LINE 1+ 2) \$ 1,434,163.00
4. TOTAL COMPLETED & STORED TO DATE \$ 59,408.00
 (Column G on G703)
5. RETAINAGE:
 - a. 10 % of Completed Work \$ 5,940.80
 (Columns D + E on G703)
 - b. _____ % of Stored Material \$ _____
 (Column F on G703)
- Total Retainage (Line 5a + 5b or Total in Column 1 of G703) \$ 5,940.80
6. TOTAL EARNED LESS RETAINAGE \$ 53,467.20
 (Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) \$ 0.00

8. CURRENT PAYMENT DUE \$ 53,467.20

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6) \$ \$1,380,695.80

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous month by Owner	\$ -	\$ -
Total approved this month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

CONTRACTOR: C & D Construction, Inc.

BY: Curtis Deen Date 10/1/2018

State of FLORIDA

County of BREVARD

Subscribed and sworn to before

me this 1st day of October, 2018



DEBORAH M. HOTTLE
 Commission # GG 222821
 Expires September 29, 2022
 Bonded Through Budget Notary Services

Notary Public:

My Commission expires: 09/29/2022

Deborah M. Hottle

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED

AMOUNT CERTIFIED \$ 53,467.20

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Michael Bull Date: 10/10/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Michael Bull
10/10/18

CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

PAGE OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing contractor's signed Certification, is attached.

APPLICATION NO: One (1)

APPLICATION DATE: 10/1/2018

PERIOD TO: 9/30/2018

In tabulations below, amounts are stated to the nearest dollar.

Use Column 1 on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C QTY	D UNIT PRICE	E UNIT	F SCHEDULED VALUE	G WORK COMPLETED		H MATERIALS PRESENTLY STORED (NOT IN D OR E)	I TOTAL COMPLETED AND STORED TO DATE (D + E + F)	J % (G + C)	K BALANCE TO FINISH (C - G)	L RETAINAGE (IF VARIABLE) RATE
						M FROM PREVIOUS APPLICATION (D+E)	N THIS PERIOD					
1	New Port-A Port Hangar Bldg. (Complete)	1	\$ 340,000.00	LS	\$ 340,000.00	-	\$ -	\$ -	\$ -	0.00%	\$ 340,000.00	-
1A	Concrete Work	1	\$ 374,178.00	LS	\$ 374,178.00	-	\$ -	\$ -	\$ -	0.00%	\$ 374,178.00	-
1B	Building	1	\$ 60,000.00	LS	\$ 60,000.00	-	\$ -	\$ -	\$ -	0.00%	\$ 60,000.00	-
1C	Building Installation	1	\$ 75,000.00	LS	\$ 75,000.00	-	\$ -	\$ -	\$ -	0.00%	\$ 75,000.00	-
1D	Building Electrical Work	1	\$ 70,000.00	LS	\$ 70,000.00	-	\$ -	\$ -	\$ -	0.00%	\$ 70,000.00	-
1E	Hangar Doors	1	\$ 80,000.00	LS	\$ 80,000.00	-	\$ -	\$ -	\$ -	0.00%	\$ 80,000.00	-
1F	Block Work	1	\$ 20,000.00	LS	\$ 20,000.00	-	\$ -	\$ -	\$ -	0.00%	\$ 20,000.00	-
1G	Plumbing Work	1	\$ 50,000.00	LS	\$ 50,000.00	-	\$ -	\$ -	\$ -	0.00%	\$ 50,000.00	-
1H	Slab Preparation	1	\$ 89,000.00	LS	\$ 89,000.00	-	\$ -	\$ -	\$ -	0.00%	\$ 89,000.00	-
2	Mobilization	1										
3	Construction Lay-out and Topographic	1										
4	As-Built Survey	1	\$ 4,400.00	LS	\$ 4,400.00	-	\$ -	\$ -	\$ -	0.00%	\$ 4,400.00	-
5	Erosion Control	1	\$ 3,800.00	LS	\$ 3,800.00	-	\$ -	\$ -	\$ -	0.00%	\$ 3,800.00	-
6	Demolition/Remove Concrete Head-Wall	1	\$ 3,800.00	LS	\$ 3,800.00	-	\$ -	\$ -	\$ -	0.00%	\$ 3,800.00	-
7	Demolition/Remove Concrete Driveways	640	\$ 15.00	SY	\$ 9,600.00	-	\$ 9,600.00	\$ -	\$ 9,600.00	100.00%	\$ -	\$ 960.00
8	Demolition/Remove Catch Basin	1	\$ 1,900.00	LS	\$ 1,900.00	-	\$ 1,900.00	\$ -	\$ 1,900.00	100.00%	\$ -	\$ 190.00
9	Demolition/Remove 15" X 24" RCP	112	\$ 28.00	LF	\$ 3,136.00	-	\$ -	\$ -	\$ -	0.00%	\$ 3,136.00	-
10	Demolition/Remove Existing Box Hangar Bldgs	8	\$ 1,100.00	EA	\$ 8,800.00	-	\$ 8,800.00	\$ -	\$ 8,800.00	100.00%	\$ -	\$ 880.00
11	Demolition/Remove Existing Foundations	720	\$ 7.65	SY	\$ 5,508.00	-	\$ 5,508.00	\$ -	\$ 5,508.00	100.00%	\$ -	\$ 550.80
12	Relocate Existing Chain-Link Fence	388	\$ 5.50	LF	\$ 2,134.00	-	\$ -	\$ -	\$ -	0.00%	\$ 2,134.00	-
13	Underclassified Excavation	3,000	\$ 5.50	CY	\$ 16,500.00	-	\$ -	\$ -	\$ -	0.00%	\$ 16,500.00	-
14	Surcharge Borrow Material	8,400	\$ 5.00	CY	\$ 42,000.00	-	\$ 33,600.00	\$ -	\$ 33,600.00	80.00%	\$ 8,400.00	\$ 3,360.00
15	Foundation Backfill (12" Lifts per Geo. Report)	950	\$ 4.50	CY	\$ 4,275.00	-	\$ -	\$ -	\$ -	0.00%	\$ 4,275.00	-
16	4" Concrete Sidewalk	190	\$ 40.00	SY	\$ 7,600.00	-	\$ -	\$ -	\$ -	0.00%	\$ 7,600.00	-
16	5" Concrete Driveways	575	\$ 57.00	SY	\$ 32,775.00	-	\$ -	\$ -	\$ -	0.00%	\$ 32,775.00	-

CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

PAGE OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column 1 on Contracts where variable retainage for line items may apply.

APPLICATION NO: One (1)
 APPLICATION DATE: 10/1/2018
 PERIOD TO: 9/30/2018

A ITEM NO.	B DESCRIPTION OF WORK	C QTY	D UNIT PRICE	E UNIT	F SCHEDULED VALUE	G WORK COMPLETED		H MATERIALS PRESENTLY STORED (NOT IN DORE)	I TOTAL COMPLETED AND STORED TO DATE (D+E+F)	J % (G+C)	K BALANCE TO FINISH (C-G)	L RETAINAGE (IF VARIABLE) RATE
						M FROM PREVIOUS APPLICATION (D+E)	N THIS PERIOD					
17	4" Lime Rock Base	575	\$ 19.00	SY	\$ 10,925.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 10,925.00	\$ -
18	24" Nyoplast Drain	7	\$ 3,500.00	EA	\$ 24,500.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 24,500.00	\$ -
19	10" PVC Pipe	380	\$ 29.00	LF	\$ 11,020.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 11,020.00	\$ -
20	18" RCP	158	\$ 60.00	LF	\$ 9,480.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 9,480.00	\$ -
21	24" RCP	96	\$ 76.50	LF	\$ 7,344.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 7,344.00	\$ -
22	Sanitary Manhole	1	\$ 3,800.00	EA	\$ 3,800.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 3,800.00	\$ -
23	4" Sanitary Clean-outs	4	\$ 375.00	EA	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 1,500.00	\$ -
24	4" PVC Sanitary Line Sch 40	247	\$ 88.00	LF	\$ 21,736.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 21,736.00	\$ -
25	1-1/2" Water Line	150	\$ 16.00	LF	\$ 2,400.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 2,400.00	\$ -
26	1-1/2" Tapping Saddle w/Corp. Stop	1	\$ 2,900.00	EA	\$ 2,900.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 2,900.00	\$ -
27	1-1/2" Gate Valve	1	\$ 400.00	EA	\$ 400.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 400.00	\$ -
28	Stormwater Inlets - FDOT Type C	2	\$ 5,000.00	EA	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 10,000.00	\$ -
29	Storm Drain Clean-Outs	2	\$ 500.00	EA	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 1,000.00	\$ -
30	Stormwater Manhole	1	\$ 5,000.00	EA	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 5,000.00	\$ -
31	18" MES	1	\$ 1,300.00	EA	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 1,300.00	\$ -
32	24" MES	1	\$ 1,300.00	EA	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 1,300.00	\$ -
33	Outfall Structure	1	\$ 9,300.00	EA	\$ 9,300.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 9,300.00	\$ -
34	Sod	770	\$ 3.50	SY	\$ 2,695.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 2,695.00	\$ -
35	Top Soiling	770	\$ 4.10	SY	\$ 3,157.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 3,157.00	\$ -
Totals					\$ 1,434,163.00	\$ -	\$ 59,408.00	\$ -	\$ 59,408.00	4.14%	\$ 1,374,755.00	\$ 5,940.80


C & D CONSTRUCTION, INC.
 395 S. RANGE ROAD
 COCOA, FLORIDA 32926

(321) 639-9198 Fax (321) 690-2291

invoice 1071

SALESPERSON 449	DATE OF INVOICE 10/1/2018
SHIP TO PORT-A-PORT HANGAR REPLACEMENT MERRITT ISLAND AIRPORT 900 AIRPORT ROAD, T-15 MERRITT ISLAND, FLORIDA	

TO:
 TITUSVILLE-COCOA AIRPORT AUTHORITY
 355 GOLDEN KNIGHTS BLVD
 TITUSVILLE, FL 32780

ACCOUNT NO.	DATE SHIPPED	SHIPPED VIA	COL P.P.	F.O.B. POINT	TERMS	YOUR ORDER NUMBER	
					NET 10 DAYS		
QUANTITY	DESCRIPTION					UNIT PRICE	AMOUNT
	<u>DRAW REQUEST # 1</u>						
	ORIGINAL CONTRACT AMOUNT					\$	1,434,163.00
	CHANGE ORDERS					\$	-
	REVISED CONTRACT AMOUNT					\$	1,434,163.00
	AMOUNT COMPLETED TO DATE - 4.14%					\$	59,408.00
	LESS RETAINAGE - 10 %					\$	(5,940.80)
						\$	53,467.20
	LESS PREVIOUS REQUESTS					\$	-
	TOTAL AMOUNT DUE AND PAYABLE THIS REQUEST						\$ 53,467.20
	CONTRACTOR'S SIGNATURE 						
	<i>Thank You</i>					TOTAL	

Titusville-Cocoa Airport Authority
Check Register
For the Period From Sep 1, 2018 to Sep 30, 2018

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
37074	9/14/18	AG-PRO Companies	101000	369.86
37075	9/14/18	Allen Enterprises, Inc.	101000	1,944.16
37076	9/14/18	A T & T	101000	409.59
37077	9/14/18	AT&T Mobility	101000	34.03
37078	9/14/18	BR90-Bennett Auto Supply	101000	298.27
37079	9/14/18	Cintas Corp., Loc. 149	101000	287.16
37080	9/14/18	Cintas Fire Protection	101000	90.00
37081	9/14/18	Central Hydraulics	101000	154.98
37082	9/14/18	Cocoa NAPA	101000	48.00
37083	9/14/18	D & E Pump	101000	18.99
37084	9/14/18	Federal Express	101000	44.82
37085	9/14/18	Florida Power & Light	101000	4,657.84
37086	9/14/18	ICMA Retirement Trust	101000	1,060.00
37087	9/14/18	Konica Minolta Business Solutions	101000	169.41
37088	9/14/18	Logical Decisions LTD	101000	726.90
37089	9/14/18	Lowes	101000	358.07
37090	9/14/18	Merritt Department Store	101000	38.00
37091	9/14/18	Michael Baker International	101000	5,231.00
37092	9/14/18	Michael Baker International	101000	12,536.00
37093	9/14/18	Michael Baker International	101000	6,418.13
37094	9/14/18	Michael Baker International	101000	7,665.25
37095	9/14/18	MITEL Leasing	101000	102.71
37096	9/14/18	Moore's Tire Outlet	101000	20.00
37097	9/14/18	The Ohmega Group	101000	2,500.00
37098	9/14/18	ServiceMasterClean	101000	510.00
37099	9/14/18	SpaceCoast Engraving	101000	87.50
37100	9/14/18	Sterling Enterprises, LLC	101000	7,390.00
37101	9/14/18	Watson Truck & Auto	101000	30.13
37102	9/14/18	Windstream Communications	101000	1,577.65
37103	9/14/18	Michael Boswell	101000	58.70
37104	9/14/18	Ashley Burdick	101000	50.00
37105	9/14/18	Rodney Gier	101000	307.80

Titusville-Cocoa Airport Authority
Check Register
For the Period From Sep 1, 2018 to Sep 30, 2018

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
37106	9/14/18	Eldon Volkmer	101000	86.11
37107	9/28/18	Ace Hardware	101000	52.97
37108	9/28/18	AG-PRO Companies	101000	195.00
37109	9/28/18	Allen Enterprises, Inc.	101000	797.28
37110	9/28/18	A T & T	101000	597.62
37111	9/28/18	AT&T Mobility	101000	483.74
37112	9/28/18	Bound Tree Medical	101000	526.93
37113	9/28/18	Brevard County Utility Resources	101000	100.00
37114	9/28/18	Bright House Networks	101000	58.28
37115	9/28/18	Cintas Corp., Loc. 149	101000	268.98
37116	9/28/18	Cintas Fire Protection	101000	100.00
37117	9/28/18	City Of Cocoa	101000	149.18
37118	9/28/18	City Of Titusville	101000	1,195.86
37119	9/28/18	Cocoa Paper Company	101000	261.94
37120	9/28/18	D & E Pump	101000	2,692.25
37121	9/28/18	Dish	101000	64.03
37122	9/28/18	Florida Airports Council	101000	1,650.00
37123	9/28/18	Florida Power & Light	101000	3,362.09
37124	9/28/18	Gray Robinson Attorneys At Law	101000	1,096.50
37125	9/28/18	ICMA Retirement Trust	101000	1,060.00
37126	9/28/18	Kirt's Electronics LLC	101000	133.50
37127	9/28/18	Lowes	101000	51.02
37128	9/28/18	Marie's Coffee Service	101000	69.75
37129	9/28/18	Nix Pest Management	101000	215.00
37130	9/28/18	Rev-Cut Mower	101000	11.50
37131	9/28/18	SpaceCoast Engraving	101000	42.50
37132	9/28/18	Watkins Fuel Oil	101000	2,782.09
37133	9/28/18	Wolen, L.L.C.	101000	1,037.76
37134	9/28/18	Anita Barbee	101000	83.68
Total				74,420.51

Titusville-Cocoa Airport Authority
Budget to Actual
September 2018

Revenues	Budget	Month	YTD	Budget %
Revenues	\$2,555,765	\$186,558.12	\$2,367,956.37	92.65%
Interest Income	\$0	\$3.40	\$72.90	0.00%
Ad Valorem	\$0	\$2.15	\$35.21	0.00%
Misc. Income	\$2,500	\$1,830.00	\$122,505.09	4900.20%
TOTAL	\$2,558,265	\$188,393.67	\$2,490,569.57	97.35%

Expense	Budget	Arthur	Space	Merritt	%
		Dunn	Coast	Island	Budget
Personnel Services					
Salaries	\$826,560	\$41,930.74	\$231,635.20	\$110,115.70	\$798,989.09
Payroll Tax	\$63,232	\$2,775.89	\$12,085.45	\$4,758.99	\$943.57
Workman's Compensation	\$26,000	\$0.00	\$0.00	\$0.00	\$17,469.50
Florida Retirement	\$94,603	\$3,433.99	\$13,489.36	\$5,212.06	\$94,604.46
Employee Insurance	\$161,908	\$0.00	\$0.00	\$0.00	\$147,419.36
Employee Education	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00
Operating Expense					
Professional Services					
Land Appraisal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Consultant	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Legal Service	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00
Accounting/Auditing	\$34,000.00	\$0.00	\$0.00	\$0.00	\$25,698.82
Contract Services					
Computer Tech Support	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Janitorial Service	\$7,000.00	\$0.00	\$0.00	\$0.00	\$6,120.00
Investigation/Testing	\$0.00	\$0.00	\$0.00	\$0.00	\$69.95
Travel & Training					
Travel & Per Diem	\$15,000.00	\$0.00	\$0.00	\$0.00	\$421.36
Training & Education	\$9,000.00	\$0.00	\$0.00	\$0.00	\$1,354.86
Communications & Freight					
Telecommunications					
Telephone	\$25,750.00	\$998.39	\$4,584.98	\$3,882.84	\$25,750.00
Cell Phones	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,222.29
Cable Service	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
Postage					
Postage	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Express Mail	\$800.00	\$0.00	\$0.00	\$0.00	\$145.62
Online Services	\$740.00	\$0.00	\$0.00	\$0.00	\$0.00
Utility Services					
Water/Sewer	\$15,750.00	\$4,433.79	\$9,003.00	\$2,313.87	\$15,750.66
Electricity	\$117,750.00	\$7,521.80	\$49,144.99	\$33,647.61	\$94,972.24
Storm Water Fees	\$25,000.00	\$436.25	\$17,393.89	\$5,987.16	\$23,817.30
Solid Waste	\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00

Expense	Budget	Arthur	Space	Merritt	%
		Dunn	Coast	Island	Budget
Personnel Services					
Salaries	\$826,560	\$41,930.74	\$231,635.20	\$110,115.70	\$798,989.09
Payroll Tax	\$63,232	\$2,775.89	\$12,085.45	\$4,758.99	\$943.57
Workman's Compensation	\$26,000	\$0.00	\$0.00	\$0.00	\$17,469.50
Florida Retirement	\$94,603	\$3,433.99	\$13,489.36	\$5,212.06	\$94,604.46
Employee Insurance	\$161,908	\$0.00	\$0.00	\$0.00	\$147,419.36
Employee Education	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00
Operating Expense					
Professional Services					
Land Appraisal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Consultant	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Legal Service	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00
Accounting/Auditing	\$34,000.00	\$0.00	\$0.00	\$0.00	\$25,698.82
Contract Services					
Computer Tech Support	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Janitorial Service	\$7,000.00	\$0.00	\$0.00	\$0.00	\$6,120.00
Investigation/Testing	\$0.00	\$0.00	\$0.00	\$0.00	\$69.95
Travel & Training					
Travel & Per Diem	\$15,000.00	\$0.00	\$0.00	\$0.00	\$421.36
Training & Education	\$9,000.00	\$0.00	\$0.00	\$0.00	\$1,354.86
Communications & Freight					
Telecommunications					
Telephone	\$25,750.00	\$998.39	\$4,584.98	\$3,882.84	\$25,750.00
Cell Phones	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,222.29
Cable Service	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
Postage					
Postage	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Express Mail	\$800.00	\$0.00	\$0.00	\$0.00	\$145.62
Online Services	\$740.00	\$0.00	\$0.00	\$0.00	\$0.00
Utility Services					
Water/Sewer	\$15,750.00	\$4,433.79	\$9,003.00	\$2,313.87	\$15,750.66
Electricity	\$117,750.00	\$7,521.80	\$49,144.99	\$33,647.61	\$94,972.24
Storm Water Fees	\$25,000.00	\$436.25	\$17,393.89	\$5,987.16	\$23,817.30
Solid Waste	\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00

Titusville-Cocoa Airport Authority
Budget to Actual
September 2018

Expense	Budget	Arthur Dunn	Space Coast	Merritt Island	G & A	Unallocated	Total	% Budget
Rentals & Leases								
Equipment Rental	\$3,475.00	\$0.00	\$0.00	\$0.00	\$734.05	\$0.00	\$734.05	21.12%
Postage Machine	\$725.00	\$0.00	\$0.00	\$0.00	\$725.00	\$0.00	\$725.00	100.00%
Copy Machine	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
Phone System	\$2,000.00	\$0.00	\$0.00	\$0.00	\$1,271.59	\$0.00	\$1,271.59	63.58%
Insurance								
Property/Casual								
Buildings & Equipment	\$241,808.00	\$0.00	\$10,399.67	\$0.00	\$5,124.53	\$101,864.84	\$117,389.04	48.55%
Fuel Tank	\$3,200.00	\$0.00	\$350.00	\$1,002.00	\$0.00	\$0.00	\$1,352.00	42.25%
Housing/Liability	\$7,850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Airport Liability	\$10,000.00	\$1,243.00	\$0.00	\$0.00	\$0.00	\$8,757.00	\$10,000.00	100.00%
Auto Liability	\$18,025.00	\$0.00	\$0.00	\$1,280.00	\$0.00	\$11,618.50	\$12,898.50	71.56%
Officers Liability	\$5,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Employee Bond	\$296.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Repairs & Maintenance								
Service Contracts	\$13,000.00	\$0.00	\$6,053.56	\$6,219.44	\$727.00	\$0.00	\$13,000.00	100.00%
Repairs/Maintenance	\$160,000.00	\$10,366.34	\$122,433.02	\$15,642.96	\$0.00	\$11,563.72	\$160,006.04	100.00%
Printing/Binding								
General Printing	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Promotional Activities								
Advertising								
Marketing	\$15,000.00	\$0.00	\$0.00	\$0.00	\$1,469.36	\$0.00	\$1,469.36	9.80%
Promotional	\$7,000.00	\$0.00	\$0.00	\$0.00	\$1,200.06	\$0.00	\$1,200.06	17.14%
Other Charges/Obligations								
Legal Notices	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
Real Estate Taxes	\$13,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Brevard Court Indirect Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Supplies								
Office Supplies	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$9,000.00	100.00%
Operating Supplies	\$60,000.00	\$3,328.70	\$5,688.38	\$3,767.23	\$10,749.52	\$23,656.38	\$47,190.21	78.65%
Furniture & Fixtures	\$7,500.00	\$0.00	\$0.00	\$0.00	\$670.99	\$6,829.01	\$7,500.00	100.00%
Maintenance Uniforms	\$6,500.00	\$0.00	\$296.50	\$0.00	\$2,235.37	\$3,968.13	\$6,500.00	100.00%
Books,Publications,Subscriptions								
Books & Publications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Memberships								
Dues & Memberships	\$10,000.00	\$330.00	\$650.00	\$1,035.00	\$3,394.18	\$0.00	\$5,419.18	54.19%
Capital Outlay								
Vehicles/Equipment	\$175,000.00	\$0.00	\$0.00	\$0.00	\$245.08	\$72,122.00	\$72,367.08	41.35%
Contingency								
Contingency	\$64,282.00	\$0.00	\$0.00	\$0.00	\$4,512.32	\$0.00	\$4,512.32	7.02%
Debt Service	\$185,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$180,755.12	97.19%
Renewal & Replacement	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total	\$2,339,354.00	\$84,798.89	\$483,218.00	\$194,864.86	\$675,838.55	\$421,048.48	\$2,040,523.90	87.23%

Financial Review
Cash Position, Commitments, Reserves
as of September 30, 2018

1) Cash On Hand:

a) Cash per Operating Fund Balance Sheet	\$1,166,436
b) Cash per Revenue Fund Balance Sheet	\$231,684
c) Cash per R & R Fund Balance Sheet	\$35,000
d) Cash per Debt Service Fund Balance Sheet	-\$788
e) Cash per Development Fund Balance Sheet	\$318,018
Total Cash on Hand	\$1,750,349

2) Plus Grants Receivable	\$0
Total Cash and Grants Receivable	\$1,750,349

3) Less Restricted Cash	
a) FDOT Advances	\$0
b) State Board LGIP B	\$0
Total Unrestricted Cash	\$1,750,349

4) Less Funds Committed for Operations	
a) Operations Reserve	\$0
b) Renewal & Replacement Fund	\$35,000
c) Escrow Account	\$231,684
Total Funds Committed for Operations	\$266,684

**5) Less Funds Committed for Projects
(Analyzed as of 07/31/17)**

Projects	Funded
a) TIX Spaceport Launch Site Operators License	\$0 TCAA
b) COI RSA Construction	\$16,948 2015
c) COI North Area Security & Infrastructure	\$39,786 2015
d) COI Construct Eight (8) Box Hangars	\$291,933 2017
e) COI Runway 11-29 Settlement Rehabilitation	\$0 2019
f) TIX Design & Construction of Airfield Lighting	\$0 2019
g) TIX Demolition of Building 52	\$26,000 2018
h) X21 PAPIs	TBD 2019
i) COI PAPIs	TBD 2019
Total Committed Funds	\$374,667

6) Total Uncommitted Cash	\$1,108,998
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CURRENT CAPITAL IMPROVEMENT PROJECT GRANT SUMMARY SHEET

Proposed New Projects

<u>Airport</u>	<u>Project Name</u>	<u>Total Cost</u>	<u>Grant Type</u>	<u>Date Funded</u>	<u>Federal</u>	<u>FDOT</u>	<u>Authority</u>	<u>EXPENSE To Date</u>	<u>BALANCE OF Commitment</u>
TIX	Spaceport Operators License	\$550,865	50/50		\$0	\$0	\$279,584	\$279,584	\$0
TIX	Runway End Identifier Lights	\$301,767	90/5/5	2017	\$271,590	\$15,088	\$15,088	\$286,665	\$0
TIX	Design & Construction of Airfield Lighting	\$2,249,400	90/5/5	2018	\$2,024,460	\$112,470	\$112,470	\$175,094	\$0
TIX	Demolition of Building 52	\$130,000	80/20	2018	\$0	\$104,000	\$26,000	\$0	\$26,000
TIX Total:		\$3,232,032			\$2,296,050	\$231,558	\$433,142	\$741,343	\$26,000
COI	RSA Embankment Stabilization-Construction	\$3,975,432	90/5/5	2015	\$3,729,485	\$242,684	\$242,684	\$225,736	\$16,948
COI	North Area Security & Infrastructure	\$1,232,000		2015	\$1,108,800	\$61,600	\$61,600	\$21,814	\$39,786
COI	Design/Construct Eight (8) Box Hangars	\$1,571,100	80/20	2017	\$0	\$1,256,880	\$314,220	\$22,287	\$291,933
COI	Runway 11-29 Settlement Rehabilitation	\$779,200	90/5/5	2019	\$701,280	\$38,960	\$38,960	\$59,825	\$0
COI	Design of South Apron Rehabilitation	\$270,000	90/5/5	2019	\$243,000	\$13,500	\$13,500	\$0	\$13,500
COI	Replace PAPIs	TBD	80/20	2019	\$0	TBD	\$0	\$0	\$0
COI Total:		\$3,852,300			\$2,053,080	\$1,370,940	\$428,280	\$103,926	\$345,219
X21	Rehabilitation of Signage and Vault	\$150,000	80/20	2021	\$0	\$120,000	\$30,000	\$0	\$30,000
X21	Replace PAPIs	TBD	80/20	2019	\$0	TBD	\$0	\$0	\$0
X21 Total:		\$150,000			\$0	\$120,000	\$30,000	\$0	\$30,000
Grand Totals		\$7,234,332			\$4,349,130	\$1,722,498	\$891,422	\$845,269	\$401,219