



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

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AGENDA
SECOND PUBLIC BUDGET HEARING
SEPTEMBER 20, 2018 at 5:01 p.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. CONSIDERATION OF THE PROPOSED 2018-2019 FISCAL YEAR BUDGET
- II. ADJOURNMENT

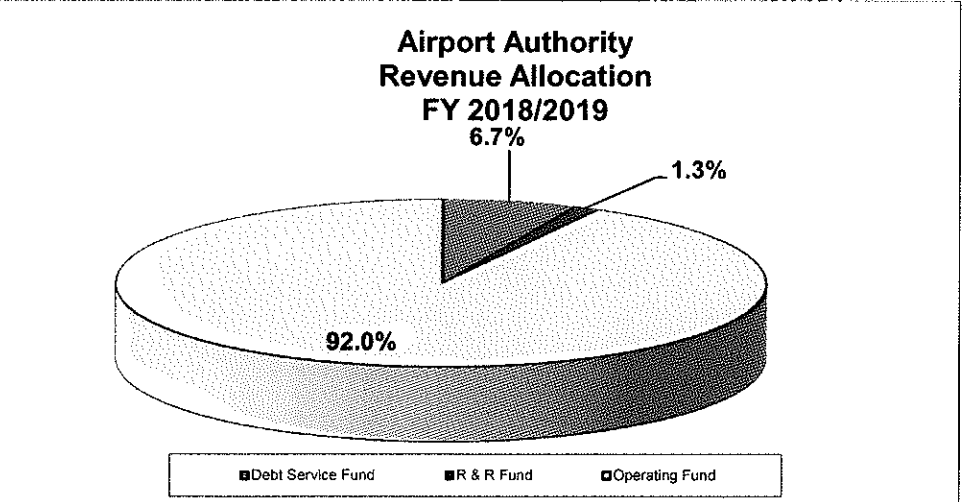
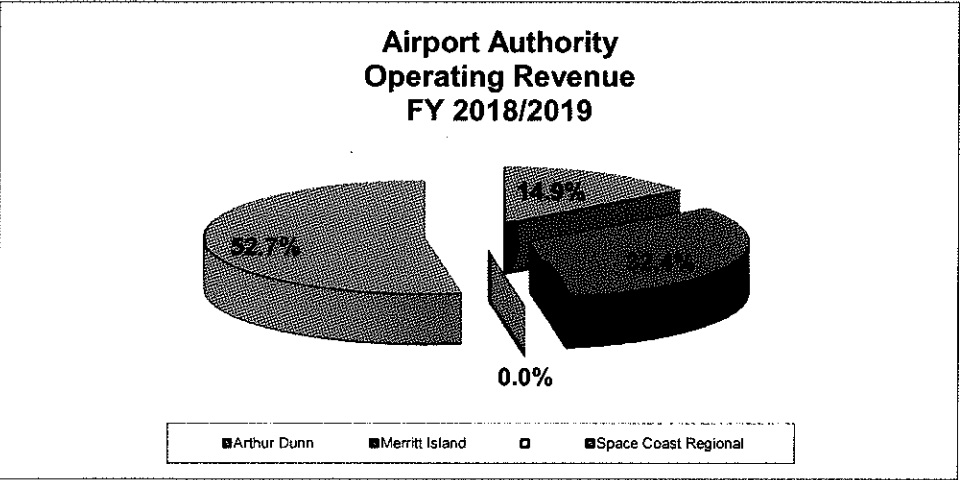
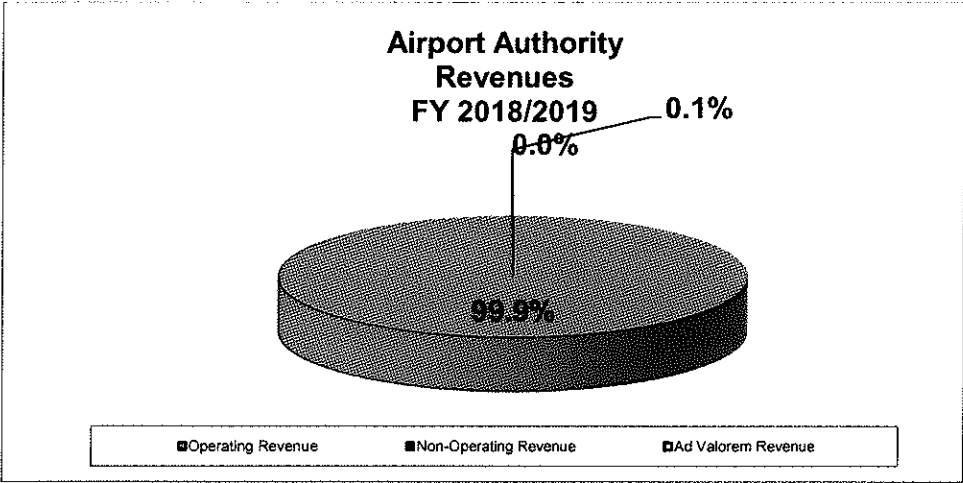
Respectfully submitted,

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

Jerry Sansom
Chairman

**TITUSVILLE-COCOA AIRPORT AUTHORITY
PROPOSED BUDGET SUMMARY
FISCAL YEAR 2018/2019**

	<u>Arthur Dunn</u>	<u>Merritt Island</u>	<u>Space Coast</u>	<u>Total</u>
Operating Revenue				
T'Hangars	\$ 176,750	\$ 589,839	\$ 344,511	\$ 1,111,100
Service Centers	77,030	46,921	315,842	439,793
Building Leases	75,761	185,520	542,965	804,246
Land Leases	19,764	17,733	170,799	208,296
Other Leases	39,840	3,888	113	43,841
Total Operating Revenue	<u>\$ 389,145</u>	<u>\$ 843,901</u>	<u>\$ 1,374,230</u>	<u>\$ 2,607,276</u>
 Non-Operating Revenue				 <u>\$2,500</u>
Requested Ad Valorem Taxing Authority				\$0
 Total Revenue Budget				 <u>\$ 2,609,776</u>
 Transfer to Other Funds				
Debt Service Fund				\$ 174,445
Renewal and Replacement Fund				35,000
Operating Fund				<u>2,400,330</u>
 Total				 <u>\$ 2,609,775</u>



TITUSVILLE-COCOA AIRPORT AUTHORITY
REVENUE ANALYSIS FOR FISCAL YEAR 2018 / 2019

<u>Revenue Sources</u>	Budget FY 2016-17	Budget FY 2017-18	Proposed Budget FY 2018-19	Difference In Budget FY 2017-18 to FY 2018-19	Percentage Change	<u>NOTES</u>
T-Hangars						
Arthur Dunn						
T-7	29,626	30,426	31,095	669	2.2% *	
T-9	19,751	20,284	20,730	446	2.2% *	
T-8	23,043	23,665	24,185	521	2.2% *	
T-1	29,626	30,426	31,095	669	2.2% *	
T-2	33,435	34,337	35,093	755	2.2% *	
T-3	32,918	33,807	34,550	744	2.2% *	
Subtotal with Vacancy Rate	168,398	172,945	176,750	3,805	2.2%	
Merritt Island						
T-1	58,547	60,128	61,450	1,323	2.2% *	
T-2	36,455	37,434	38,263	829	2.2% *	
T-3	34,637	35,572	36,354	783	2.2% *	
T-4	54,042	55,502	56,723	1,221	2.2% *	
T-5	46,922	48,189	49,249	1,060	2.2% *	
T-6	32,918	33,807	34,550	744	2.2% *	
T-8	33,461	34,364	35,120	756	2.2% *	
T-9	56,162	57,678	58,947	1,269	2.2% *	
T-7	45,086	46,303	47,322	1,019	2.2% *	
T-11	27,745	28,494	29,121	627	2.2% *	
Port-a-Port	16,224	16,662	17,000	338	2.0% *	
T-12	48,554	49,865	50,962	1,097	2.2% *	
T-10	28,921	29,702	30,355	653	2.2% *	
T-14	42,323	43,466	44,422	956	2.2% *	
Subtotal with Vacancy Rate	561,995	577,165	589,839	12,674	2.2%	
Space Coast Regional						
T-9	42,051	43,187	44,136	950	2.2% *	
T-5	37,033	38,033	38,869	837	2.2% *	
T-4	37,033	38,033	38,869	837	2.2% *	
T-3	37,033	38,033	38,869	837	2.2% *	
T-2	37,033	38,033	38,869	837	2.2% *	
T-8	38,796	39,844	40,720	877	2.2% *	
T-7	42,676	43,828	44,792	964	2.2% *	
T-10	50,307	51,665	52,802	1,137	2.2% *	
Port-a-Port	6,216	6,384	6,584	200	3.1% *	
Subtotal with Vacancy Rate	328,177	337,038	344,511	7,474	2.2%	
Total T-Hangars	1,058,570	1,087,147	1,111,100	23,953	2.2%	

TITUSVILLE-COCOA AIRPORT AUTHORITY
REVENUE ANALYSIS FOR FISCAL YEAR 2018 / 2019

<u>Revenue Sources</u>	Budget FY 2016-17	Budget FY 2017-18	Proposed Budget FY 2018-19	Difference In Budget FY 2017-18 to FY 2018-19	Percentage Change	NOTES
Service Centers						
Arthur Dunn						
Bldgs. 9,10, & 24	73,321	74,159	76,130	1,971	2.7% *	
Fuel Flowage Fee	900	900	900	-	0.0% *	
Subtotal	74,221	75,059	77,030	1,971	2.6%	

TITUSVILLE-COCOA AIRPORT AUTHORITY
REVENUE ANALYSIS FOR FISCAL YEAR 2018 / 2019

	Budget	Budget	Proposed	Difference	Percentage	NOTES
	FY 2016-17	FY 2017-18	Budget FY 2018-19	In Budget FY 2017-18 to FY 2018-19		
Revenue Sources						
Merritt Island						
Bldg. 25	38,221	38,983	39,921	938	2.4% *	
Fuel Flowage Fee	7,000	7,000	7,000	-	0.0% *	
Subtotal	45,221	46,983	46,921	938	2.0%	
Space Coast Regional						
Bldg. 52	68,351	52,033	52,688	655	1.3%	
Fuel Flowage Fee	4,000	7,000	7,000	-	0.0%	
Bldg. 29 (USATS)	187,678	192,484	196,797	4,313	2.2% *	
Bldg. 1	45,228	47,316	48,357	1,041	2.2%	
Fuel Flowage Fee	15,000	11,000	11,000	-	0.0%	
Subtotal	320,257	309,833	315,842	6,009	1.9%	
Total Service Centers						
	439,699	431,876	439,793	8,917	2.1%	
Building Leases						
Arthur Dunn						
Bldg. 20 Driving Range	23,485	23,753	24,385	631	2.7% *	
Bldg. 11	469	494	505	11	2.2% *	
Bldg. (Parks & Rec)	8,083	8,233	8,434	201	2.4% *	
Bldg (385 Singleton)	26,603	26,907	26,907	-	0.0% City of Titusville	
Skydive	8,424	8,520	8,747	226	2.7% *	
T-Hangar Offices	6,072	6,236	6,784	548	8.8% *	
Subtotal	73,136	74,143	75,761	1,618	2.2%	
Merritt Island						
Bldg. 2	12,906	13,072	13,413	342	2.6% *	
Bldg. 4	13,075	13,225	13,576	351	2.7% *	
Bldg. 5	2,573	5,829	5,971	143	2.4%	
Bldg. 21/22	14,740	14,951	14,951	-	0.0% *	
T-Hangar Offices	11,293	11,598	12,608	1,010	8.7% *	
Airport Storage	125,000	125,000	125,000	-	0.0% *	
Subtotal	179,588	183,674	185,520	1,846	1.0%	
Space Coast Regional						
Bldg. 9	61,228	62,622	64,077	1,454	2.3% *	
Bldg 27	75,860	20,516	21,008	491	2.4%	
Bldgs. 40 & 41		75,860	75,860	0	0.0% *	

TITUSVILLE-COCOA AIRPORT AUTHORITY

REVENUE ANALYSIS FOR FISCAL YEAR 2018 / 2019

	Budget FY 2016-17	Budget FY 2017-18	Proposed Budget FY 2018-19	Difference In Budget FY 2017-18 to FY 2018-19	Percentage Change	NOTES
Revenue Sources						
Bldg. 43	74,398	81,774	83,606	1,832	2.2%	
Bldg. 51	0	30,000	30,000	-	0.0%	
Bldg 60	48,040	48,589	49,880	1,291	2.7%	
Bldg 5	124,356	126,447	129,700	3,253	2.6%	
Admin - NASS	19,867	20,281	20,655	374	1.8% *	
Admin - NASS	18,924	26,990	27,504	515	1.9%	
Admin - USATS	32,519	32,849	33,627	777	2.4% *	
T-Hangar Offices	6,714	6,896	7,048	152	2.2% *	
Subtotal	461,906	533,080	542,965	10,140	1.9%	
Total Building Leases	714,630	790,898	804,246	13,604	1.7%	
Land Leases						
Arthur Dunn						
City of Titusville	0	0	3,978	3,978	100.0%	
Sheltair (T-Hangars)	15,070	15,434	15,786	352	2.3% *	
Subtotal	15,070	15,434	19,764	4,330	28.1%	
Merritt Island						
Space Coast Aviation	6,551	6,662	6,843	161	2.4% *	
Voyager	6,519	6,584	6,656	72	1.1% *	
Servant Air Ministries	4,045	4,137	4,233	96	2.3% *	
Subtotal	17,115	17,403	17,733	329	1.9%	
Space Coast Regional						
Runway Wind Profiler	1,012	1,050	1,073	23	2.2% *	
PAA Development	30,928	30,928	30,928	(0)	0.0% *	
Air America Foundation (VAC)	2,338	2,368	2,430	62	2.6% *	
Global Aviation	30,000	30,000	30,000	-	0.0%	
Sheltair (T-Hangars)	7,474	7,753	7,930	177	2.3% *	
USATS Land Lease	94,616	96,509	98,439	1,930	2.0% *	
Subtotal	167,096	169,256	170,799	2,192	1.3%	
Total Land Leases	199,281	202,094	208,296	6,851	3.4%	
Other Leases						
Arthur Dunn						
Houses	9,600	9,600	9,600	-	0.0% *	
925 N. Singleton Ave.	0	0	0	-	0.0% *	
115 N Williams Ave.						

TITUSVILLE-COCOA AIRPORT AUTHORITY

REVENUE ANALYSIS FOR FISCAL YEAR 2018 / 2019

	Budget FY 2016-17	Budget FY 2017-18	Proposed Budget FY 2018-19	Difference In Budget FY 2017-18 to FY 2018-19	Percentage Change	NOTES
Revenue Sources						
965 Luna Terrace	0	0	0	-	0.0% *	
712 Old Dixie Ave.	8,400	0	0	-	0.0% *	
901 N. Singleton Ave.	0	0	0	-	0.0% *	
Shellair Investment Fee	30,240	30,240	30,240	-	0.0% *	
Subtotal	48,240	39,840	39,840	-	0.0%	
Merritt Island						
Aerial Sign North (Banner Towing)	3,712	3,802	3,888	87	2.3%	
Subtotal	3,712	3,802	3,888	87	2.3%	
Space Coast Regional						
Webb Honey	107	110	113	2	2.2%	
Subtotal	107	110	113	2	2.2%	
Total Other Leases	52,059	43,752	43,841	89	0.2%	
Total Operating Revenue						
Arthur Dunn	379,065	377,422	389,145	11,723	3.1%	
Merritt Island	807,631	829,027	843,901	15,874	1.9%	
Space Coast Regional	1,277,543	1,349,317	1,374,230	25,817	1.9%	
Total Operating Revenue	2,464,239	2,555,765	2,607,276	53,414	2.1%	
Interest & Misc Income	2,500	2,500	2,500	-	0.0%	
Total Revenue	2,466,739	2,558,265	2,609,776	53,414	2.1%	

**TITUSVILLE-COCOA AIRPORT AUTHORITY
PROPOSED OPERATING BUDGET w/ ALLOCATIONS
FISCAL YEAR 2018/2019**

	Budget FY 2017/2018	Proposed Budget Allocation FY 2018/2019				Proposed Budget FY 2018/2019	Difference	Percentage change +/-
		Arthur Dunn	Merritt Island	Space Coast				
PERSONNEL SERVICES								
Regular Salaries	826,560	20%	35%	45%	813,006	(13,554)	-1.6%	
Payroll Taxes	63,232	12,439	21,768	27,988	62,195	(1,037)	-1.6%	
Workmans Compensation Insurance	26,000	5,200	9,100	11,700	26,000	-		
Allocated Benefits	259,511	55,196	96,593	124,191	275,980	16,469	6.3%	
TOTAL PERSONNEL SERVICES	1,175,303	235,436	412,013	529,731	1,177,181	1,878	0.2%	
OPERATING EXPENSES/CAPITAL OUTLAY								
Professional Services								
Appraisals/Surveys								
General Consultant								
Legal Fees	10,000	2,000	3,500	4,500	10,000	-		
Accounting and Auditing	45,000	10,000	17,500	22,500	50,000	5,000	11.1%	
Accounting and Auditing	34,000	6,800	11,900	15,300	34,000	-		
Other Contractual Services								
Computer Technical Support	1,000	600	1,050	1,350	3,000	2,000	200.0%	
Janitorial Services	7,000	1,400	2,450	3,150	7,000	-		
Other Contractual Services	-	-	-	-	-	-		
Travel and Training								
Travel & Per Diem	15,000	1,500	2,625	3,375	7,500	(7,500)	-50.0%	
Employee Development	9,000	2,400	4,200	5,400	12,000	3,000	33.3%	
Communications and Freight								
Telecommunications	35,490	7,098	12,422	15,971	35,490	-		
Postage	3,500	700	1,225	1,575	3,500	-		
Utility Services								
Utility Services	166,500	36,000	63,000	81,000	180,000	13,500	8.1%	
Rentals and Leases								
Rentals & Leases	8,200	1,640	2,870	3,690	8,200	-		
Insurance								
Property & Casualty								
General Liability	241,808	48,360	84,630	108,810	241,799	(9)	0.0%	
Other Insurance & Bonds	44,575	9,340	16,345	21,015	46,700	2,125	4.8%	
Repairs and Maintenance								
Maintenance Contracts	296	59	104	133	296	-		
Other Repairs & Maintenance								
Maintenance Contracts	13,000	2,600	4,550	5,850	13,000	-		
Printing & Binding	160,000	47,000	82,250	105,750	235,000	75,000	46.9%	
Printing & Binding	300	60	105	135	300	-		
Promotional Activities								
Marketing/Advertising	15,000	3,000	5,250	6,750	15,000	-		
Other Promotional Activities	7,000	1,400	2,450	3,150	7,000	-		
Other Current Charges and Obligations								
Legal Notices & Advertising	1,800	760	1,330	1,710	3,800	2,000	111.1%	
Other Current Charges & Obligations	13,000	3,600	6,300	8,100	18,000	5,000	38.5%	
Office Supplies								
Office Supplies	9,000	1,800	3,150	4,050	9,000	-		
Operating Supplies								

**TITUSVILLE-COCOA AIRPORT AUTHORITY
PROPOSED OPERATING BUDGET w/ ALLOCATIONS
FISCAL YEAR 2018/2019**

	Budget FY 2017/2018	Proposed Budget Allocation FY 2018/2019			Proposed Budget FY 2018/2019	Difference	Percentage change +/-
		Arthur Dunn	Merritt Island	Space Coast			
Operating Supplies	60,000	12,000	21,000	27,000	60,000	-	
Operating Furniture, Fixtures, Equipment and Software	7,500	1,500	2,825	3,375	7,500	-	
Uniforms	6,500	1,300	2,275	2,925	6,500	-	
Books, Publications, Subscriptions and Memberships							
Publications & Subscriptions	300	60	105	135	300	-	
Dues & Memberships	10,000	2,000	3,500	4,500	10,000	-	
Capital Outlay	175,000	20,000	35,000	45,000	100,000	(75,000)	
Contingency	64,282	19,653	34,392	44,219	98,264	33,982	
TOTAL OPERATING EXPENSES/CAPITAL OUTLAY	\$1,164,051	\$244,630	\$428,102	\$550,417	\$1,223,149	\$79,556	
TOTAL PERSONNEL, OPERATING EXPENSES/CAPITAL OUTLAY	\$2,339,354	\$480,066	\$840,115	\$1,080,148	\$2,400,330	\$81,434	

X21	COI	TIX
20%	35%	45%

Expense Allocation Table

TITUSVILLE-COCOA AIRPORT AUTHORITY
 PROPOSED OPERATING BUDGET
 FY 2018 / 2019

Account Description	Budget FY 2017 / 2018	Proposed Budget FY 2018 / 2019	Difference	Percentage Change +/-
PERSONNEL SERVICES				
Regular Salaries	826,560	813,006	(13,554)	-1.6%
Payroll Taxes	63,232	62,195	(1,037)	-1.6%
Workmans Compensation Insurance	26,000	26,000	-	0.0%
Allocated Benefits	259,511	275,980	16,469	6.3%
Retirement	94,603	107,677	13,074	13.8%
Insurance	161,908	165,303	3,395	2.1%
Education	3,000	3,000	-	0.0%
TOTAL PERSONNEL SERVICES	1,175,303	1,177,181	1,878	0.2%
OPERATING EXPENSES/CAPITAL OUTLAY				
Professional Services				
Appraisals		0	-	-
Land/Building Appraisals		10,000	10,000	0.0%
General Consultant	10,000			
Architectural & Engineering Design	10,000	10,000	-	0.0%
Legal Fees	45,000	50,000	5,000	11.1%
Attorney Fees	45,000	50,000	5,000	11.1%
Accounting and Auditing				
Accounting and Auditing Audit & Misc Accounting Fees	34,000	34,000	-	0.0%
Other Contractual Services				
Temporary Help		34,000	34,000	0.0%
Temp Service		0	-	-
Federal Consulting Services		0	-	-
Legislative Services		0	-	-
Computer Technical Support	1,000	3,000	2,000	200.0%
Tech Support	1,000	3,000	2,000	200.0%
Landscaping				
Maintenance Contract		0	-	-
Janitorial Services	7,000	7,000	-	0.0%
Cleaning Services	7,000	7,000	-	0.0%
Other Contractual Services				
Employee Testing				
Travel and Training				
Travel & Per Diem	15,000	7,500	(7,500)	-50.0%
Aviation Related Meetings and Conferences	15,000	7,500	(7,500)	-50.0%
Training & Education	9,000	12,000	3,000	33.3%
Employee Training & Development	9,000	12,000	3,000	33.3%
Communications and Freight				
Telecommunications	35,490	35,490	-	0.0%
Telephone	7,150	7,150	-	0.0%
Telephone - Arthur Dunn	2,000	2,000	-	0.0%
Telephone - Merritt Island	4,500	4,500	-	0.0%
Telephone - Space Coast	12,100	12,100	-	0.0%
Cellular Phones	7,500	7,500	-	0.0%
Cable	1,500	1,500	-	0.0%

TITUSVILLE-COCOA AIRPORT AUTHORITY
 PROPOSED OPERATING BUDGET
 FY 2018 / 2019

Account Description	Budget FY 2017 / 2018		Proposed Budget FY 2018 / 2019		Difference	Percentage Change +/-
	Internet Fees	740		740	-	
	Postage		3,500	3,500	-	0.0%
	Express Mail Delivery	3,000			-	
		500			-	
	Utility Services					
	Water/Sewer	15,750	166,500	180,000	13,500	8.1%
	Irrigation/Water			16,000	-	
	Electricity	117,750		140,000	-	
	Storm Water Fees	25,000		10,000	-	
	Solid Waste & Recycling	8,000		14,000	-	
	Rentals and Leases					
	Equipment Rental		8,200	8,200	-	0.0%
	Postage Machine	3,475		2,500	-	
	Copy Machine	725		700	-	
	Phone System	2,000		2,000	-	
		2,000		3,000	-	

TITUSVILLE-COCOA AIRPORT AUTHORITY
 PROPOSED OPERATING BUDGET
 FY 2018 / 2019

Account Description	Budget FY 2017 / 2018		Proposed Budget FY 2018 / 2019		Difference	Percentage Change +/-
Insurance						
Property & Casualty		241,808		241,799	-	0.0%
Liability					(9)	
Buildings & Equipment		241,808		241,799	-	0.0%
Fuel Tanks		3,200		2,600	(600)	18.8%
General Liability		10,000		8,500	(1,500)	15.0%
Auto Liability		18,025		22,000	3,975	22.1%
Housing		7,850		8,000	150	1.9%
Officers Liability		5,500		5,600	100	1.8%
Other Insurance & Bonds						
Employee Bond		296		296	-	0.0%
Repairs and Maintenance						
Maintenance Contracts						
Service Contracts		9,000		9,000	-	0.0%
Recycling		-		-	-	-
Pest Control		1,600		1,600	-	0.0%
Lift Station		2,400		2,400	-	0.0%
Other Repairs & Maintenance						
T-Hanger Maintenance				75,000	75,000	46.9%
Auto Repair		10,000		10,000	-	0.0%
Equipment & Buildings		145,000		145,000	-	0.0%
Office Equipment		5,000		5,000	-	0.0%
Printing & Binding						
Printing & Binding		300		300	-	0.0%
General Printing and Binding						
Promotional Activities						
Advertising						
Marketing Website & Yellow Pages		15,000		15,000	-	0.0%
Other Promotional Activities						
NBAA Annual Conference				7,000	7,000	0.0%
AOPA Annual Conference						
General Promo Activities		7,000		7,000	-	0.0%
Presentation/Promo Material						
Other Current Charges and Obligations						
Legal Notices & Advertising						
Legal Notices (RFP/RFB)		1,800		3,800	2,000	111.1%
Board Meeting Dates		300		300	-	0.0%
Other Current Charges & Obligations						
Redevelopment Fees				18,000	18,000	38.5%
Real Estate Taxes		13,000			(13,000)	-100.0%
Tax Appraiser Fees						
Tax Collector Fees						
Office Supplies						
Office Supplies		9,000		9,000	-	0.0%
Operating Supplies						
Operating Supplies		60,000		60,000	-	0.0%
Fuel Products						
Operating Furniture, Fixtures, Equipment and Software						
Software		1,500		7,500	6,000	400.0%
Computer Equipment		6,000		6,000	-	0.0%
Uniforms						
		6,500		6,500	-	0.0%

TITUSVILLE-COCOA AIRPORT AUTHORITY
 PROPOSED OPERATING BUDGET
 FY 2018 / 2019

Account Description	Budget		Proposed Budget FY 2018 / 2019	Difference	Percentage Change +/-
	FY 2017 / 2018	FY 2018 / 2019			
Maintenance Uniforms	6,500		6,500	-	
Books, Publications, Subscriptions and Memberships					
Books, Publications, Compact Disks, Videos & Subscriptions		300	300	-	0.0%
Dues & Memberships	300		300	-	
AAAAE, FAC, SEC, etc		10,000	10,000	-	0.0%
FAC Airport Mem., Chambers, EDC, etc.	10,000				
Capital Outlay		175,000	100,000	(75,000)	-42.9%
Capital Outlay (Vehicles & Equipment)	175,000		100,000		
Contingency		64,282	98,264	33,982	52.9%
	64,282		98,264		
TOTAL OPERATING EXPENSES/CAPITAL OUTLAY	\$1,164,051		\$1,223,149	\$59,098	5.1%
GRAND TOTAL	\$2,339,354		\$2,400,330	\$60,976	2.6%