



Mr. Jerry Sansom, Chairman
Mr. Jay Stalrit, Vice Chairman
Mr. Milo Zonka, Treasurer
Mr. Harry Carswell, Secretary
Dr. Wasim Niazi
Dr. Dave Hosley
Dr. John Leavitt

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

AGENDA
REGULAR MEETING

JANUARY 19, 2017 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: None
- 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. December 15, 2016 - Regular Meeting

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

- a. Discussion and Consideration of a Refundable Application Fee Being Required for Anyone Wishing to Be on a Waitlist for Hangars
- b. Discussion by Mr. Brian Russell, of Recent Invoiced Costs by Michael Baker International and Contractors Regarding Current Projects

IX. INFORMATION SECTION:

NEXT REGULARLY SCHEDULED AUTHORITY MEETING IS TENTATIVELY SCHEDULED FOR
FEBRUARY 16, 2017 AT 8:30 A.M.
ADDITIONAL INFORMATION ON AGENDA ITEMS CAN BE OBTAINED BY CONTACTING 267-8780.

- 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 December 15, 2016 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; Mr. Jay Stalrit, Vice Chairman; Mr. Milo Zonka, Treasurer; Dr. David Hosley; Dr. John Leavitt; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Timothy Pickles, Esq., Airport Attorney. Mr. Harry Carswell and Dr. Wasim Niazi were absent.

Call to Order

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

Approval of the Agenda

Mr. Sansom asked if there were any changes or additions to the Agenda. Dr. Leavitt stated that he would like to add an item to discuss charging a \$250 deposit to sign up for the t-hangar waiting list. Mr. Powell stated that they could add it as Item D. Dr. Hosley made a motion to approve the Agenda as amended. Mr. Stalrit seconded. Mr. Sansom 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. November 17, 2016 – Regular Meeting****Item B – 2017 Board Meeting Schedule**

Mr. Stalrit made a motion to approve the consent agenda as presented. Mr. Zonka seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Old Business – None**New Business****Item A – Discussion and Consideration of a Space Use Permit for Precision Exotics at Space Coast Regional Airport**

Mr. Powell gave an overview of the item, stating that Eric Nelson from Precision Exotics was in attendance. Mr. Nelson stated that they were located at the Space

Coast Regional Airport previously and would like to come back for another season. Mr. Nelson stated that the intended date would need to be amended because the cars were in maintenance, which could delay operations for 2 weeks to 2 months. Mr. Sansom suggested that the Board approve for Mr. Powell to sign the Space Use Permit and to put the date in whenever they signed. Discussion continued.

Mr. Stalrit made a motion to approve the Space Use Permit with Mr. Powell signing and inserting the lease date upon move in. Dr. Leavitt Seconded. Mr. Sansom called the question. There were no objections. Motion passed.

Item B – Discussion and Consideration of the Evaluations and Performance of the Chief Executive Officer Over the Past Year

Mr. Powell gave a brief overview of the item, stating that it was the same as always and there was no increase requested. Discussion continued.

The Board discussed the terms of Mr. Powell's contract and thanked Mr. Powell for his great work.

Mr. Zonka made a motion to approve the extension of Mr. Powell's contract. Mr. Stalrit seconded. Mr. Sansom called the question. There were no objections. Motion passed.

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

Mr. Powell gave an overview of the item and turned the floor over to Mr. McDaniel.

Mr. McDaniel presented Pay Request Number 18 in the amount of \$2,801.19 from Michael Baker and Pay Request Number 19 in the amount of \$5,727.20 from Michael Baker, which were for the Runway Safety Area Improvements Construction Project at Merritt Island Airport. Mr. McDaniel gave a brief update on the status of the project. Discussion continued.

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

Mr. Zonka asked Mr. McDaniel to update the Board on the status of the Spaceport License Application. Mr. McDaniel updated the Board, stating that the FAA was saying it wouldn't be final until October and possibly later because of more reviews. Mr. McDaniel stated that the application and EA would be completed in January, then it would go through the process followed by a public hearing. Mr. Zonka suggested that the Board get a monthly status report on the process, which would create a documented history. Mr. McDaniel stated he would be happy to do that. Discussion continued.

Item D – Discussion of Charging a Deposit for Hangar Waiting List Applicants

Dr. Leavitt stated that he had looked at the waiting lists and that it was hard to validate, adding that one way to keep the list down was to charge a deposit. The Board concurred that it may be a good idea. Discussion continued.

Mr. Sansom asked Mr. Powell to add the deposit discussion to the next meeting agenda as an action item.

Information Section**CEO Report**

Mr. Powell reported that a couple of months ago the Board had received an update on the Economic Development Strategic Plan for the City of Titusville and how to market properties, and the Board had asked if the Airport Authority was doing everything they could to market their properties. Mr. Powell stated that Staff had reached out to see how the Airport Authority could improve their marketing strategy by using the City of Titusville and whatever mechanism they were using in order to get more people helping to get the word out. Mr. Powell stated that Staff had an opportunity to speak with Ms. Holly Carver who was in real estate to talk about possibilities and options regarding properties. Mr. Powell stated that they discussed how the Airport Authority would go about paying someone on a commission basis as a governmental entity that received grants. Mr. Powell stated that Staff also reached out to the Melbourne Airport and had a conversation with their Director of Real Estate, who provide their seven point policy that showed a percentage of whatever the ground lease was went back to the broker over a period of time. Mr. Powell stated that he spoke with a gentleman named Mr. Brian Lightle who was a broker that specifically focused on commercial real estate. Mr. Powell stated that Mr. Lightle said it would be in the Airport Authority's best interest to work with local experts with possible connections to International Companies. Discussion continued.

Mr. Sansom requested that the Board consider the real estate broker and have Mr. Powell bring it back to the Board, in addition to giving him direction on which style. The Board concurred that they would like to go the Request for Proposals route.

Mr. Powell reported that the C-17 operations went well. Discussion continued.

Mr. Powell reported that he had followed up with the site coordinator from FPL regarding the staging area at Space Coast Regional Airport, and that they now understood that they needed to take care of the airport tenants first in the case of an outage.

Mr. Powell concluded his report.

Attorney Report

Mr. Pickles stated that there would be an Executive Session and that the current meeting would recess and reconvene after the session was over.

Mr. Pickles discussed the KB Homes issue, and stated that the Board could take either position, in favor of or against, and wouldn't be violating grant assurances. Discussion continued.

Mr. Zonka stated that he believed the Airport Authority should oppose the development. Discussion continued.

Mr. Pickles concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that the reports were provided and would answer any questions.

Administration & Project Reports

Mr. Powell stated that he had some discussions with outside businesses and working with a gentleman who wanted to possibly build a hangar at Space Coast Regional Airport. Discussion continued.

Mr. Sansom asked about the dip in the runway at Merritt Island Airport. Mr. Mc Daniel stated that an analysis was done and there was a lot of loose soil underneath and that there were two options to fix it; One, they could dig it up and construct or Two, they could bore small borings in a pattern and then do a milling overlay, which could be done at night but was very costly. Discussion continued.

Mr. Zonka asked if funding was received for this project, would it come at the expense of another project. Mr. Powell stated that it would have to come at the expense of another. Discussion continued.

Authority Members Report

Dr. Leavitt stated that he wondered if Bristow was having troubles and would that put the Airport Authority revenue stream at risk. Mr. Powell stated that it would be significant, but wasn't sure of any troubles he had heard of and shared that Bristow had mentioned some time back that they were possibly close to having some big contracts and had started on an upswing.

Mr. Stalrit stated that he had heard positive feedback on the C-17 operations. Discussion continued.

Mr. Sansom stated that he had a conversation with Mr. Frank DiBello who had indicated that the space center was looking at how they could get the Airport Authority involved in operations at the Shuttle Landing Facility. Mr. Sansom

stated that the Authority could have been helpful to them if they got them involved sooner. Mr. Sansom discussed Florida legislation.

Mr. Stalrit left the meeting at 10:15 a.m.

Public & Tenants Report

Mr. Don White stated that the Toys for Tots event was very successful, and that they served about 200 breakfasts. Mr. White stated that the upcoming Young Eagles event had been moved to March 25th rather than March 11th. Discussion continued.

Mr. Sansom recessed the regular meeting at 10:20 a.m. in order to hold an Executive Session.

Mr. Sansom reconvened the regular meeting at 10:44 a.m.

Adjournment

Mr. Sansom adjourned the meeting at 10:45 a.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY



TIX → SPACE COAST REGIONAL AIRPORT
COI → MERRITT ISLAND AIRPORT
X2I → ARTHUR DUNN AIRPARK

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

MEMORANDUM

TO: Members of the Airport Authority

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

DATE: January 19, 2017

ITEM DESCRIPTION - NEW BUSINESS ITEM A

Discussion and Consideration of a Refundable Application Fee Being Required for Anyone Wishing to Be on a Waitlist for Hangars

BACKGROUND

A Board Member brought up a discussion at the last Board Meeting about possibly requiring an application fee for anyone wishing to add their name to a wait list for hangars at the Airport Authority's three airports. It was asked that the topic be placed on the Agenda for discussion amongst the Board.

ISSUES

The application fee could cut down on the number of folks putting their names on the list, especially putting their names down for all three airports, if they only wish to be at one. That may shorten the time for folks to get through the list and get in a hangar, but it could also possibly create more work for staff in notification, collections, tracking, and ultimately returning the funds when appropriate.

ALTERNATIVES

The Airport Authority Board could decide to require a refundable application fee in a certain amount or not.

FISCAL IMPACT

It was briefly discussed that an amount around \$200 - \$250 be applied each time.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) Decide whether or not to require a fee as well as the amount, and (2) 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: January 19, 2017

ITEM DESCRIPTION - NEW BUSINESS ITEM B

Discussion by Mr. Brian Russell 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 CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF TWO PAGES

TO OWNER:

Titusville Cocoa Airport Authority
355 Golden Knights Blvd.
Titusville, Florida 32780

PROJECT: Environmental Mitigation
Property Improvements

APPLICATION NO: 8
APPLICATION DATE: 10/20/16
PERIOD TO: 10/15/16

Distribution to:

<input type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ENGINEER
<input type="checkbox"/>	CONTRACTOR

FROM CONTRACTOR:

Sterling Enterprises, L.L.C.
PO Box 714
Lake Helen FL 32744

VIA ENGINEER:

Michael Baker International, Inc.
5200 Belfort Rd., Suite 110
Jacksonville, FL 32256

PROJECT NOS: 137445
OWNER NO. 135986
ARCHITECT NO.
CONTRACTOR NO.
CONTRACT DATE: 04/15/15

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.

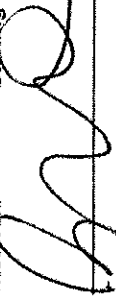
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates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

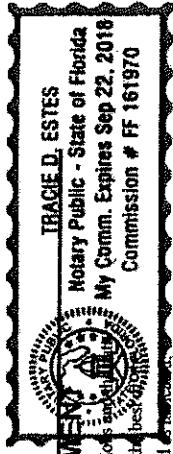
1. ORIGINAL CONTRACT SUM \$ 350,963.92
2. Net change by Change Orders (\$5,812.45)
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 345,151.47
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 325,051.47
5. RETAINAGE:
 - a. 10% of Completed Work \$ -
 - (Cell U275 on G703)

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 325,051.47
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 320,026.47
8. CURRENT PAYMENT DUE \$ 5,025.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 20,100.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	(5,812.45) \$0.00
Total approved this Month	\$0.00	0.00 (5,812.45)
TOTALS	\$0.00	(5,812.45)
NET CHANGES by Change Order		(\$5,812.45)

CONTRACTOR: Sterling Enterprises

By:  Date: 10/20/2016
State of FLORIDA County of Volusia
Subscribed and sworn to before me this 20th day of Oct 2016
Notary Public *Tracie D. Estes*
My Commission expires: 9/22/18



ENGINEER'S CERTIFICATE FOR PAYMENT
In accordance with the Contract Documents, based on on-site observation and review of the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed 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 \$ 5,025.00

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

By: AARON MCDANIEL, P.E. Date: 12/22/2016

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.

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292

AIA DOCUMENT G702 APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA - 01882
Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

AIA MIM Pay App 8 4th maintenance

Michael D. Hall
1/3/17

CONTINUATION SHEET
ATA Document 6702, 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 retentions for line items may apply

APPLICATION: 8
APPLICATION DATE: 09/09/18
PERIOD TO: 09/15/18
OWNER PROJECT NO: Bate Project No 137445
CONTRACTOR PROJECT NO:

Item No.	Bid Ref. No.	Description of Work	Total Units Qty	U O M	Unit Cost	Scheduled Value	Previous		This Period		Total		Balance To Finish		Retainage
							Units	Amount	Units	Amount	Units	Amount	Units	Amount	
SUB-TOTAL															
01000		Modulation	1.00	LS	24,450.00	24,450.00	1.00	24,450.00	0.00	0.00	1.00	24,450.00	0.00	0.00	0.00
02000		Construction layout & Topo As Built	1.00	LS	15,000.00	15,000.00	0.250	15,000.00	0.00	0.00	0.250	15,000.00	0.00	0.00	0.00
D-701		Two 30" CMP Culverts & Pipe Gates	1.00	LS	159,128.00	159,128.00	1.000	159,128.00	0.00	0.00	1.000	159,128.00	0.00	0.00	0.00
P-156		Erosion & Turbidity Control	1.00	LS	13,900.00	13,900.00	0.000	0.000	0.00	0.00	1.000	13,900.00	0.00	0.00	0.00
T-612		Install Exotic Plant Control	1.00	LS	48,000.00	48,000.00	1.000	48,000.00	0.00	0.00	1.000	48,000.00	0.00	0.00	0.00
02830		Disturbance Species (2" Cal)	896.00	EA	11.40	9,872.40	896.00	9,872.40	0.00	0.00	896.00	9,872.40	0.00	0.00	0.00
02830		Tree Plantings (Mangroves/Butternut)	723.00	EA	30.24	21,863.52	723.00	21,863.52	0.00	0.00	723.00	21,863.52	0.00	0.00	0.00
02850		Maintenance/Exotic Species Control - Yr 1	4.00	EVENT	3,800.00	15,200.00		11,400.00	1.000	3,800.00	1.000	15,200.00	0.00	0.00	0.00
02850		Maintenance/Exotic Species Control - Yr 2	4.00	EVENT	3,800.00	15,200.00		0.00	0.00	0.00	0.00	0.00	4.00	15,200.00	0.00
02860		Project Specific Aerial Photographs	6.00	EA	1,225.00	7,350.00		1,225.00	0.00	1,225.00	0.00	2,450.00	6.00	4,900.00	0.00
02860		Allowance (Airport Use Vessel)	1.00	LS	20,000.00	20,000.00		20,000.00	0.00	0.00	0.00	20,000.00	1.00	0.00	0.00
SUB-TOTAL (Base Bid) =						Original Value	\$ 318,884.92		\$ 5,025.00		\$ 330,863.92		\$ 20,100.00	\$ -	
Change Orders															
CO1-1		Allowance (Airport Use Vessel)	1.00	LS	-20,000.00	-20,000.00		-20,000.00	1.00	0.00		-20,000.00		0.00	0.00
CO1-2		Modulation	13.00	WK	1,091.35	14,187.55		14,187.55	13.00	0.00		14,187.55		0.00	0.00
SUB-TOTAL (Change Orders) =							\$ -5,812.45		0.00		\$ -5,812.45		0.00	0.00	0.00
TOTALS =						Current Value	\$ 345,151.47		\$ 5,025.00		\$ 325,051.47		\$ 20,100.00	\$ -	

Titusville-Cocoa Airport Authority
Check Register
For the Period From Dec 1, 2016 to Dec 31, 2016

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
35682	12/9/16	AG-PRO Companies	101000	80.34
35683	12/9/16	American Association Of	101000	100.00
35684	12/9/16	A T & T	101000	261.76
35685	12/9/16	BR90-Bennett Auto Supply	101000	92.26
35686	12/9/16	Brevard Cultural Alliance, Inc.	101000	1,000.00
35687	12/9/16	Cintas Corp., Loc. 149	101000	260.34
35688	12/9/16	City Of Titusville	101000	699.22
35689	12/9/16	Cocoa Paper Company	101000	336.93
35690	12/9/16	Davies, Houser, Secrest & Harris,	101000	10,000.00
35691	12/9/16	D & E Pump	101000	45.97
35692	12/9/16	Florida Power & Light	101000	706.58
35693	12/9/16	Gem Industries, Inc.	101000	635.55
35694	12/9/16	Home Depot	101000	136.41
35695	12/9/16	Lowe's	101000	749.63
35696	12/9/16	Marie's Coffee Service	101000	85.50
35697	12/9/16	Michael Baker International	101000	5,727.20
35698	12/9/16	MITEL Leasing	101000	102.23
35699	12/9/16	Preferred Governmental Insurance	101000	5,487.75
35700	12/9/16	Space Coast Aviation	101000	115.38
35701	12/9/16	Space Coast Fire & Safety	101000	35.00
35702	12/9/16	Superior Welding, Inc.	101000	240.00
35703	12/9/16	Timothy F. Pickles, P.A.	101000	2,805.00
35704	12/9/16	Waste Management	101000	175.32
35705	12/9/16	Watkins Fuel Oil	101000	1,951.75
35706	12/9/16	Spaceport Aviation/Harrell Cren	101000	298.00
35707	12/9/16	Amy Parsons	101000	25.00
35708	12/9/16	Standard Insurance Company	101000	588.57
35709	12/9/16	Delta Dental	101000	38.25
35710	12/9/16	Delta Dental Insurance Co.	101000	510.23
35711	12/9/16	Davis Vision, Inc.	101000	57.97
35712	12/9/16	Board Of Co. Commissioners	101000	14,173.86
35713	12/9/16	ICMA Retirement Trust	101000	1,033.32

Titusville-Cocoa Airport Authority
Check Register
For the Period From Dec 1, 2016 to Dec 31, 2016

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
35714	12/22/16	AG-PRO Companies	101000	196.57
35715	12/22/16	A T & T	101000	395.27
35716	12/22/16	AT&T Mobility	101000	451.85
35717	12/22/16	Brevard County Public Works	101000	63.36
35718	12/22/16	Brevard County	101000	8.86
35719	12/22/16	Brevard County Utility Resources	101000	100.00
35720	12/22/16	Bright House Networks	101000	58.26
35721	12/22/16	Central Hydraulics	101000	1,334.52
35722	12/22/16	Cintas Corp., Loc. 149	101000	183.12
35723	12/22/16	City Of Cocoa	101000	192.97
35724	12/22/16	City Of Titusville	101000	302.10
35725	12/22/16	Civilian Military Council	101000	400.00
35726	12/22/16	Copytronics Information Systems	101000	345.69
35727	12/22/16	D & E Pump	101000	523.04
35728	12/22/16	Flagler Development Company	101000	788.77
35729	12/22/16	Florida Power & Light	101000	5,589.86
35730	12/22/16	Graphic Press	101000	184.00
35731	12/22/16	Logical Decisions LTD	101000	659.07
35732	12/22/16	Lowes	101000	34.89
35733	12/22/16	Michael Baker International	101000	2,801.19
35734	12/22/16	Purchase Power	101000	140.25
35735	12/22/16	S.F. Travis Co.	101000	132.51
35736	12/22/16	Windstream Communications	101000	1,214.06
35737	12/22/16	Wolen, L.L.C.	101000	2,513.49
35738	12/22/16	ICMA Retirement Trust	101000	1,033.32
35739	12/22/16	Spaceport Aviation	101000	651.06
35740	12/22/16	Jason Robbins	101000	25.00
35741	12/22/16	David Littlefield	101000	25.00
35742	12/22/16	Don Smith	101000	191.78
Total				69,095.18

[illegible]

Titusville-Cocoa Airport Authority

Budget to Actual

Expense	Budget	Arthur Dunn	Space Coast	December 2016 Meritt Island	G & A	Unallocated	Total	% Budget
Travel & Training								
Travel & Per Diem	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Training & Education	\$7,600.00	\$0.00	\$0.00	\$0.00	\$605.60	\$0.00	\$605.60	7.97%
Communications & Freight								
Telecommunications								
Telephone	\$24,622.00	\$256.66	\$2,342.11	\$672.40	\$1,995.26	\$341.68	\$5,608.11	22.78%
Cell Phones	\$7,500.00	\$0.00	\$0.00	\$0.00	\$1,336.10	\$0.00	\$1,336.10	17.81%
Cable Service	\$1,500.00	\$0.00	\$0.00	\$0.00	\$166.09	\$0.00	\$166.09	0.00%
Postage								
Postage	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Express Mail	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Online Services	\$740.00	\$0.00	\$0.00	\$0.00	\$173.78	\$0.00	\$173.78	23.48%
Utility Services								
Water/Sewer	\$15,750.00	\$400.80	\$387.02	\$408.16	\$624.42	\$41.58	\$1,861.98	11.82%
Electricity	\$125,000.00	\$1,588.33	\$5,929.64	\$5,541.07	\$1,458.42	\$487.76	\$15,005.22	12.00%
Storm Water Fees	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Solid Waste	\$8,000.00	\$190.66	\$8.86	\$0.00	\$0.00	\$0.00	\$199.52	2.49%
Rentals & Leases								
Equipment Rental	\$5,000.00	\$0.00	\$0.00	\$525.96	\$0.00	\$0.00	\$525.96	10.52%
Postage Machine	\$725.00	\$0.00	\$0.00	\$0.00	\$140.25	\$0.00	\$140.25	19.34%
Copy Machine	\$3,000.00	\$0.00	\$0.00	\$0.00	\$345.69	\$0.00	\$345.69	11.52%
Phone System	\$5,000.00	\$0.00	\$0.00	\$0.00	\$306.69	\$0.00	\$306.69	6.13%
Insurance								
Property/Casual								
Buildings & Equipment	\$234,970.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175,028.82	\$175,028.82	74.49%
Fuel Tank	\$3,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Housing/Liability	\$7,650.00	\$7,852.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,852.00	102.64%
Airport Liability	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Auto Liability	\$18,052.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,025.00	\$16,025.00	88.77%
Officers Liability	\$4,450.00	\$0.00	\$0.00	\$0.00	\$5,302.00	\$0.00	\$5,302.00	119.15%
Employee Bond	\$425.00	\$0.00	\$0.00	\$0.00	\$296.00	\$0.00	\$296.00	69.65%

Titusville-Cocoa Airport Authority

Budget to Actual

December

Expense	Budget	Arthur Dunn	Space Coast	2016 Merritt Island	G & A	Unallocated	Total	% Budget
Repairs & Maintenance								
Service Contracts	\$11,500.00	\$0.00	\$126.00	\$300.00	\$177.80	\$45.00	\$648.80	5.64%
Repairs/Maintenance	\$140,000.00	\$561.11	\$11,273.82	\$1,847.01	\$0.00	\$2,393.76	\$16,075.70	11.48%
Printing/Binding								
General Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Promotional Activities								
Advertising								
Marketing	\$14,808.00	\$0.00	\$0.00	\$95.34	-\$266.66	\$0.00	-\$171.32	-1.16%
Promotional	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Other Charges/Obligations								
Legal Notices	\$2,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Real Estate Taxes	\$13,000.00	\$0.00	\$0.00	\$0.00	\$13,414.53	\$0.00	\$13,414.53	103.19%
Brevard Count Indirect Fee	\$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	\$2,180.19	\$0.00	\$2,180.19	24.22%
Operating Supplies	\$60,000.00	\$0.00	\$70.77	\$115.38	\$0.00	\$4,259.06	\$4,445.21	7.41%
Furniture & Fixtures	\$6,000.00	\$0.00	\$0.00	\$0.00	\$549.00	\$0.00	\$549.00	9.15%
Maintenance Uniforms	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$978.48	\$978.48	16.31%
Books, Publications, Subscriptions								
Books & Publications	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Memberships								
Dues & Memberships	\$5,000.00	\$330.00	\$660.00	\$660.00	\$2,650.89	\$0.00	\$4,300.89	86.02%
Capital Outlay								
Vehicles/Equipment	\$125,000.00	\$0.00	\$344.00	\$0.00	\$0.00	\$0.00	\$344.00	0.00%
Contingency								
Contingency	\$63,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Debt Service	\$183,911.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,766.44	25.43%
Renewal & Replacement	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total	\$2,466,739.00	\$20,625.16	\$91,891.62	\$26,386.73	\$170,549.06	\$255,945.36	\$612,164.37	24.82%

Financial Review
Cash Position, Commitments, Reserves
as of December 31, 2016

1) Cash On Hand:

a) Cash per Operating Fund Balance Sheet	\$419,105
b) Cash per Revenue Fund Balance Sheet	\$211,827
c) Cash per R & R Fund Balance Sheet	\$35,000
d) Cash per Debt Service Fund Balance Sheet	\$137,145
e) Cash per Development Fund Balance Sheet	\$401,318
Total Cash on Hand	<u>\$1,204,395</u>

2) Plus Grants Receivable	<u>\$0</u>
Total Cash and Grants Receivable	<u>\$1,204,395</u>

3) Less Restricted Cash

a) FDOT Advances	\$0
b) State Board LGIP B	\$0
Total Unrestricted Cash	<u>\$1,204,395</u>

4) Less Funds Committed for Operations

a) Operations Reserve	\$0
b) Renewal & Replacement Fund	\$0
c) Escrow Account	\$0
Total Funds Committed for Operations	<u>\$0</u>

5) Less Funds Committed for Projects

(Analyzed as of 12/31/16)

Projects		Funded
a) TIX Spaceport Launch Site Operators License	\$0	TCAA
b) COI RSA Construction	\$24,678	2/24/2015
c) COI North Area Security & Infrastructure	\$181,490	6/23/2015
Total Committed Funds	<u>\$206,168</u>	

6) Total Uncommitted Cash	<u><u>\$998,227</u></u>
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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		\$279,584	\$279,584	\$0
TIX Total:		\$550,865			\$0		\$279,584	\$279,584	\$0
COI	RSA Embankment Stabilization-Construction	\$3,975,432	90/5/5	2/24/2015	\$3,729,485	\$242,684	\$242,684	\$218,006	\$24,678
COI	North Area Security & Infrastructure	\$949,000		6/23/2015		\$759,200	\$189,800	\$8,310	\$181,490
COI Total:		\$4,924,432			\$3,729,485	\$1,001,884	\$432,484	\$226,315	\$206,169
X21 Total:		\$0			\$0	\$0	\$0	\$0	\$0
Grand Totals		\$5,475,297			\$3,729,485	\$1,001,884	\$712,068	\$505,899	\$206,168



Project Reports

Airport COI
Year 2015
Project Name North Area Security & Infrastructure
Project Description Repair and Restore Security along the Northern Boundary and Construct utility Infrastructure
Start Date
Completion Date
Project Cost \$812,500.00
Current Status FDOT funded 6/23/15. This project is in the beginning stages. 11/17/15 This project has been delayed to get approval of the storm water pond location. 11/10/16

Airport COI
Year 2014
Project Name Runway 11-29 Safety Area Improvements
Project Description Extend the RSA and Stabilize the Eroding Shoreline
Start Date 5/1/2015
Completion Date
Project Cost \$3,576,426.00
Current Status The project has been designed under separate grant and is ready to go out to bid for construction. 6/30/14 This project has gone out for bid. All bids received are being reviewed and will be awarded soon. 1/8/15 This project was awarded to Welsh Companies on January 29, 2015. 4/9/15 This project is in the beginning stages. Construction staging has begun. 5/12/15 This project has begun. 7/30/15 This project is progressing. Monthly reports given by Michael Baker International at the Board Meeting on the details. 11/17/15 This project continues. 12/10/15 This project is near completion. 4/15/16 Project complete. Mitigation maintenance continues. 11/10/16