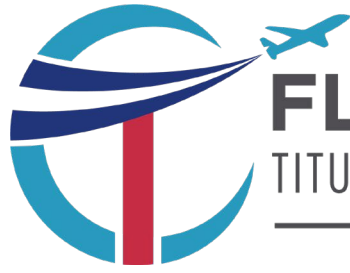


## AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of Agenda
- E. Approval of Minutes
  - a. May 16, 2024, Regular Meeting Minutes
- F. Action Items
  - a. Approval: Resolution (Emergency) No. 00-24-09, Ratifying Board Action Taken on May 30, 2024, Regarding Amendment No. 2 to FDOT Grant FPN 446673-1-94-01, Extending the Project End Date for the Fuel Farm Relocation Design at Space Coast Regional Airport
  - b. Approval: Resolution (Emergency) No. 00-24-10, Ratifying Board Action Taken on May 30, 2024, Regarding Amendment No. 3 to FDOT Grant FPN 438494-1-94-01, Extending the Project End Date for the Replacement Air Traffic Control Tower at Space Coast Regional Airport
  - c. Approval: Invoices
- G. Presentation: Brad Weston, CM, Ricondo & Associates – Airport Master Plans Update
- H. Report: Deputy Director of Operations and Maintenance
  - a. Capital Improvement Projects Update
- I. Report: Deputy Director of Finance & Administration
  - a. Check Register
  - b. May 2024 Financial Statements
  - c. Overview – May 2024 Budget to Actual
- J. Report: Authority Attorney
- K. Reports: Authority Members
- L. Public Comments
- M. Adjourn

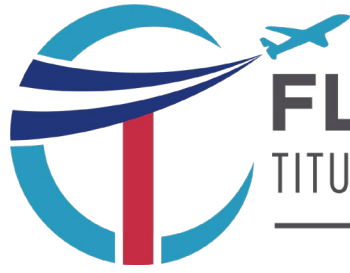


**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

**CALL TO ORDER**



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

## PLEDGE OF ALLEGIANCE



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

**ROLL CALL**

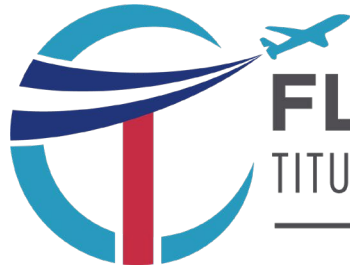


**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

## **APPROVAL OF AGENDA**



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

## **APPROVAL OF MINUTES**

**TITUSVILLE – COCOA AIRPORT AUTHORITY**

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on May 16, 2024, 4 p.m., at the Titusville - Cocoa Airport Authority Office, 355 Golden Knights Boulevard, Titusville, Florida, and via video conference. The following members were present: Mr. Donn Mount, Vice Chairman; Mr. Al Voss, Treasurer; Ms. Jessica Curry, Secretary; Mr. Roger Molitor; Mr. Mark Grainger; Mr. Kevin Daugherty, AAE, Director of Airports; and Mr. Adam Bird, Attorney. Mr. John Craig, Chairman; and Mr. Brad Whitmore attended via video conference.

**Call to Order**

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

**Pledge of Allegiance**

Members and attendees recited the Pledge of Allegiance.

**Approval of the Agenda**

Mr. Mount called for any changes or corrections to the agenda. Mr. Daugherty stated that Action Items B, C, and D were added to the agenda as last-minute Grant Amendments (project time extensions) from the Florida Department of Transportation (FDOT). Mr. Molitor made a motion to approve the agenda as amended. Mr. Voss seconded the motion. All voted aye. Motion passed.

**Approval of Meeting Minutes:****1. April 18, 2024 – Regular Meeting**

Mr. Mount called for a motion to approve the April 18, 2024; meeting minutes as presented. Mr. Molitor made the motion. Mr. Grainger seconded the motion. All voted aye. Motion passed.

**Action Items****1. Lease**

- a. Approval of Aeronautical Commercial Lease Agreement between Titusville-Cocoa Airport Authority and Voyager Aviation International LLC, Merritt Island Airport**

Mr. Daugherty reviewed the material terms and conditions associated with the Aeronautical Commercial Lease Agreement between Titusville-Cocoa Airport Authority and Voyager Aviation International LLC, located at the Merritt Island Airport, and called for any questions and recommended approval.

Ms. Curry questioned if a five-percent increase per year is standard. Mr. Daugherty stated it is a standard increase per the Titusville-Cocoa Airport Authority.

Mr. Molitor moved to approve the lease as presented. Mr. Voss seconded the motion. All voted aye. Motion passed.

## 2. Grants

### a. Approval of FDOT Grant Amendment #3 and Associated Resolution – Design and Construction of North Corporate Hangar, Merritt Island Airport (FPN 438461-1)

Mr. Daugherty discussed the details regarding the FDOT Grant Amendment #3 and Associated Resolution – Design and Construction of North Corporate Hangar located at the Merritt Island Airport and recommended approval.

Mr. Mount called for a motion to approve as presented by Mr. Daugherty. Mr. Voss made a motion to approve as presented. Mr. Molitor seconded the motion. All voted aye. Motion passed.

### b. Approval of FDOT Grant Amendment #2 and Associated Resolution – Design and Construction of Replacement AWOS, Arthur Dunn Airpark (FPN 450523-1)

Mr. Daugherty discussed the details regarding the FDOT Grant Amendment #2 and Associated Resolution – Design and Construction of Replacement AWOS located at the Arthur Dunn Airpark and recommended approval.

Mr. Mount called for a motion to approve as presented by Mr. Daugherty. Mr. Molitor made a motion to approve. Ms. Curry seconded the motion. All voted aye. Motion passed.

### c. Approval of FDOT Grant Amendment #2 and Associated Resolution – Design and Construction of Replacement AWOS, Merritt Island Airport (FPN 450522-1)



Mr. Daugherty discussed the details regarding the FDOT Grant Amendment #2 and Associated Resolution – Design and Construction of Replacement AWOS at the Merritt Island Airport, called for any questions and recommended approval.

Mr. Mount called for a motion to approve as presented by Mr. Daugherty. Mr. Molitor made a motion to approve as presented. Mr. Voss seconded the motion. All voted aye. Motion passed.

### **3. Invoices**

#### **a. April 2024**

Mr. Daugherty reviewed the invoices for April 2024 and requested approval from the Board.

Mr. Mount called for a motion to approve the invoices as presented by Mr. Daugherty. Mr. Molitor made a motion to approve. Mr. Grainger seconded the motion. All voted aye. Motion passed.

### **Deputy Director of Operations and Maintenance Report**

#### **a. Capital Improvement Projects Update**

Mr. Hopman gave details regarding the corporate hangar project at Merritt Island Airport. The facility is nearing completion and will be ready for final inspection next week.

Mr. Hopman stated the Automated Weather Observation System (AWOS) at Arthur Dunn Airpark is in service. The phone line is scheduled to be activated tomorrow. The demolition of the former AWOS site and equipment is scheduled for next week.

Mr. Hopman stated that staff is coordinating with Florida Power and Light (FP&L) representatives to resolve the utility issue with the AWOS site at Merritt Island Airport.

Mr. Hopman stated the Challenger Avenue Extension Design plan is 90% complete. The site plan is currently being reviewed by the Space Coast Innovation Park Phase 2 drainage consultants.

Mr. Hopman stated the Runway 18/36 design project at the Space Coast Regional Airport was publicly advertised for competitive bid this week. Depending on funding, the project should commence in January 2025.

Mr. Hopman stated the construction of the new Airport Traffic Control Tower is currently advertised for bid. The public bid opening is scheduled for May 23<sup>rd</sup>.

Mr. Hopman stated there were only two noise complaints for the month of April, which both came from Merritt Island Airport.

Mr. Hopman reviewed the daily operations at each airport.

Mr. Hopman stated the T-hangar inspections at the Space Coast Regional Airport are almost complete and will soon begin at Merritt Island Airport.

### **Deputy Director of Finance and Administration Report**

#### **1. Audited Financial Statements for Year Ended September 30, 2023 Carr, Riggs and Ingram**

Mr. David Knowlton, from Carr, Riggs and Ingram, gave an overview of the financial statements that were audited for the year ending September 30, 2023.

#### **2. Check Register**

##### **a. April 2024**

Ms. Kinard presented the check register for April 2024 and called for any questions. There were none.

#### **3. April Financial Statements**

Ms. Kinard gave an overview of the financial statements for the month of April 2024 and called for any questions.

Mr. Voss questioned the status of any tenant that is in arrears with their monthly rents. Mr. Daugherty stated at present, Space Perspective is approximately 60 days in arrears with partial payments being made.

Mr. Craig questioned whether communication is made from Space Perspective in advance of missing their monthly payments. Mr. Daugherty stated that Space Perspective has been coordinating with the staff in advance.

**Authority Attorney Report**

Mr. Bird stated there were no updates.

**Authority Member's Report**

Mr. Mount called for any comments or questions from the Board. Mr. Molitor mentioned the Master Pilot Award, this coming Saturday, to present and congratulate Mr. Al Voss.

Mr. Craig gave a reminder of the yearly evaluation coming due in July for the Director of Airports, Mr. Kevin Daugherty.

**Public Comments**

Mr. Mount called for public comments.

Mr. Marc Issott, shareholder from Islands International Group, located at the Merritt Island Airport, introduced himself to the Board members and indicated that the company was interested in settling the current lease dispute.

**Adjournment**

Mr. Mount adjourned the meeting at 5:53 p.m.

---

JOHN CRAIG, CHAIRMAN

---

DONN MOUNT, VICE CHAIRMAN



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

## **ACTION ITEMS**



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

TIX, COI, X21

## **ACTION ITEM - APPROVAL**

**RESOLUTION (EMERGENCY) No. 00-24-09, RATIFYING BOARD  
ACTION TAKEN ON MAY 30, 20-24, REGARDING AMENDMENT No. 2  
TO FDOT GRANT FPN 446673-1-94-01, EXTENDING THE PROJECT  
END DATE FOR THE FUEL FARM RELOCATION DESIGN AT SPACE COAST  
REGIONAL AIRPORT**

**RESOLUTION (EMERGENCY) NO. 00-24-09**

**A RESOLUTION (EMERGENCY) APPROVING FLORIDA DEPARTMENT OF TRANSPORTATION GRANT AMENDMENT NO. 2 TO GRANT FPN 446673-1-94-01 EXTENDING THE PROJECT END DATE FOR THE TIX FUEL FARM RELOCATION DESIGN AT SPACE COAST REGIONAL AIRPORT.**

WHEREAS, on May 30, 2024, the Titusville–Cocoa Airport Authority (the “Authority”) adopted Resolution (Emergency) No. 00-24-09, which approved FDOT Amendment No. 2 to Grant FPN 446673-1-94-01 for an extension of the project end date for the TIX Fuel Farm Relocation Design at Space Coast Regional Airport.

WHEREAS, the Director of Airports of the Authority was informed by FDOT that failure to validly approve FDOT Amendment No. 2 via Resolution on or before May 31, 2024, would place the receipt of the Florida Department of Transportation Grant FPN 446673-1-94-01 (the “Grant”) by the Authority in jeopardy, including without limitation the permanent loss of some or all of the funds related thereto.

WHEREAS, since there is insufficient time to obtain a vote of the Authority’s Board of Directors at a regular Authority Board meeting, the Director of Airports of Authority has determined that pursuant to the “Emergency Actions” provision of Section 102.00 of the Authority’s Policy Manual the loss likely to be incurred by the Authority if this Resolution is not passed and provided to FDOT by May 31, 2024 represents an immediate danger to the welfare of the public since, without limitation: (a) any funds no longer available from the FDOT through the Grant would have to be paid by the Authority and, therefore, would represent the unexpected expenditure of public funds by the Authority, thereby negatively affecting its budget and finances, and (b) the Authority may not have the financial ability to meet its project obligations but for the receipt of all available funds to be paid through the Grant. As a result of the foregoing, this Resolution is necessary to protect the public interest.

WHEREAS, the Authority will subsequently ratify this Resolution at its next regularly scheduled Board meeting currently set for June 20, 2024.

WHEREAS, pursuant to the Authority’s Policy Manual, this Resolution is valid and effective for ninety (90) days from its execution until it is ratified by vote of the Authority

Board at the next regularly scheduled Board meeting currently set for June 20, 2024, following which by way of an affirmative vote, this Resolution shall become permanent.

NOW, THEREFORE BE IT RESOLVED THAT THE TITUSVILLE-COCOA AIRPORT DISTRICT (also known as Titusville–Cocoa Airport Authority) approves the above-referenced FDOT Grant Amendment No. 2 and authorizes its Director of Airports, Kevin Daugherty, to sign the required documents.

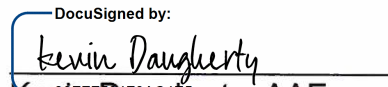
This Resolution dated and adopted this 30<sup>th</sup> day of May 2024.

**ATTEST:**

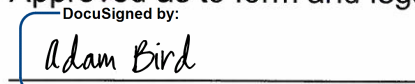
**TITUSVILLE-COCOA AIRPORT DISTRICT**



Donn Mount  
Acting Chairman

DocuSigned by:  
  
Kevin Daugherty, AAE  
Director of Airports

Approved as to form and legality:

DocuSigned by:  
  
Adam Bird  
Airport Attorney



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**AMENDMENT FOR EXTENSION OF PUBLIC  
TRANSPORTATION GRANT AGREEMENT**

**DATE:** 5/15/24  
**TO:** Justin Hopman  
Titusville-Cocoa Airport District  
**FROM:** McCuddy  
**SUBJECT:** Fuel Farm  
Space Coast Regional Airport  
**CONTRACT NUMBER:** G2667  
**AMENDMENT NUMBER:** 1  
**FINANCIAL MANAGEMENT NUMBER:** 446673-1

The Public Transportation Grant Agreement ("Agreement") between the Florida Department of Transportation ("Department") and Titusville-Cocoa Airport District ("Agency"), dated 02/24/2022, is scheduled to expire on the 1 day of June, 2024.

The Agency requests an Amendment of the Agreement, to extend the end date of the Agreement to the 1 day of June, 2026, for additional time to complete the Project for the following reasons: This project is tied to site work that needs to be completed on the ATCT project, including moving airfield electrical home runs from their current location, which is where the new fuel farm will be located. The airfield electrical will not be moved until sometime in 2025.

The Department agrees to the requested extension of the Agreement. All of the terms and conditions of the Agreement and any amendments thereto shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment on \_\_\_\_\_ (to be completed by Department).

Agency: Titusville-Cocoa Airport District

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

By: *Kevin Daugherty*  
98FFF584F0AC4E5...

By: \_\_\_\_\_

Name: Kevin Daugherty

Name: C. Jack Adkins

Title: Director of Airports

Title: Director of Transportation Development

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION  
Legal Review:

\_\_\_\_\_





**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

TIX, COI, X21

## **ACTION ITEM - APPROVAL**

**RESOLUTION (EMERGENCY) No. 00-24-10, RATIFYING BOARD  
ACTION TAKEN ON MAY 30, 2024, REGARDING AMENDMENT No. 3  
TO FDOT GRANT FPN 438494-1-94-01, EXTENDING THE PROJECT  
END DATE FOR THE REPLACEMENT AIR TRAFFIC CONTROL TOWER AT  
SPACE COAST REGIONAL AIRPORT**

**RESOLUTION (EMERGENCY) NO. 00-24-10**

**A RESOLUTION (EMERGENCY) APPROVING FLORIDA DEPARTMENT OF TRANSPORTATION GRANT AMENDMENT NO. 3 TO GRANT FPN 438494-1-94-01 EXTENDING THE PROJECT END DATE FOR THE ATCT AT SPACE COAST REGIONAL AIRPORT.**

WHEREAS, on May 30, 2024, the Titusville–Cocoa Airport Authority (the “Authority”) adopted Resolution (Emergency) No. 00-24-10, which approved FDOT Amendment No. 3 to Grant FPN 438494-1-94-01 for an extension of the project end date for the ATCT at Space Coast Regional Airport.

WHEREAS, the Director of Airports of the Authority was informed by FDOT that failure to validly approve FDOT Amendment No. 3 via Resolution on or before May 31, 2024, would place the receipt of the Florida Department of Transportation Grant FPN 438494-1-94-01 (the “Grant”) by the Authority in jeopardy, including without limitation the permanent loss of some or all of the funds related thereto.

WHEREAS, since there is insufficient time to obtain a vote of the Authority’s Board of Directors at a regular Authority Board meeting, the Director of Airports of Authority has determined that pursuant to the “Emergency Actions” provision of Section 102.00 of the Authority’s Policy Manual the loss likely to be incurred by the Authority if this Resolution is not passed and provided to FDOT by May 31, 2024 represents an immediate danger to the welfare of the public since, without limitation: (a) any funds no longer available from the FDOT through the Grant would have to be paid by the Authority and, therefore, would represent the unexpected expenditure of public funds by the Authority, thereby negatively affecting its budget and finances, and (b) the Authority may not have the financial ability to meet its project obligations but for the receipt of all available funds to be paid through the Grant. As a result of the foregoing, this Resolution is necessary to protect the public interest.

WHEREAS, the Authority will subsequently ratify this Resolution at its next regularly scheduled Board meeting currently set for June 20, 2024.

WHEREAS, pursuant to the Authority’s Policy Manual, this Resolution is valid and effective for ninety (90) days from its execution until it is ratified by vote of the Authority

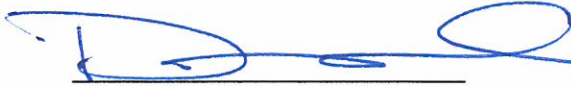
Board at the next regularly scheduled Board meeting currently set for June 20, 2024, following which by way of an affirmative vote, this Resolution shall become permanent.

NOW, THEREFORE BE IT RESOLVED THAT THE TITUSVILLE-COCOA AIRPORT DISTRICT (also known as Titusville–Cocoa Airport Authority) approves the above-referenced FDOT Grant Amendment No. 3 and authorizes its Director of Airports, Kevin Daugherty, to sign the required documents.

This Resolution dated and adopted this 30<sup>th</sup> day of May 2024.

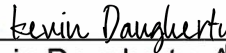
**ATTEST:**

**TITUSVILLE-COCOA AIRPORT DISTRICT**



Donn Mount  
Acting Chairman

DocuSigned by:



Kevin Daugherty, AAE  
Director of Airports

Approved as to form and legality:

DocuSigned by:



Adam Bird  
Airport Attorney



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**AMENDMENT FOR EXTENSION OF PUBLIC  
TRANSPORTATION GRANT AGREEMENT**

**DATE:** 5/15/24  
**TO:** Justin Hopman  
Titusville-Cocoa Airport District  
**FROM:** McCuddy  
**SUBJECT:** Construct New ATCT  
Space Coast Regional Airport

**CONTRACT NUMBER:** G2666

**AMENDMENT NUMBER:** 3

**FINANCIAL MANAGEMENT NUMBER:** 438494-1

The Public Transportation Grant Agreement ("Agreement") between the Florida Department of Transportation ("Department") and Titusville-Cocoa Airport District ("Agency"), dated 02/23/2022, is scheduled to expire on the 1 day of June, 2024.

The Agency requests an Amendment of the Agreement, to extend the end date of the Agreement to the 1 day of June, 2025, for additional time to complete the Project for the following reasons: Project was expanded adding design and an environmental assessment which added to its timeline.

The Department agrees to the requested extension of the Agreement. All of the terms and conditions of the Agreement and any amendments thereto shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment on \_\_\_\_\_ (to be completed by Department).

Agency: Titusville-Cocoa Airport District

DocuSigned by:

By: *Kevin Daugherty*

98FF5E8A79A641E5  
Name: Kevin Daugherty

Title: Director of Airports

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

By: \_\_\_\_\_

Name: C. Jack Adkins

Title: Director of Transportation Development

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION  
Legal Review:

\_\_\_\_\_



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

**ACTION ITEM - APPROVAL**

**INVOICES**



The following invoices are presented to the Board for approval at the Regular Board Meeting being held June 20, 2024:

**Merritt Island Airport**

**COI – AWOS Replacement Design, Bidding & Construction Services**

AVCON – Pay App #17 – (3/1/2024 – 3/31/2024) - **\$6,831.67**

AVCON – Pay App #18 – (4/1/2024 – 4/30/2024) - **\$6,596.10**

AVCON – Pay App #19 – (5/1/2024 – 5/31/2024) - **\$3,062.48**

**COI – Master Plan Update**

AVCON – Pay App #15 – (3/1/2024 – 4/30/2024) – **25,910.46**

**COI – N. A. Security & Infrastructure**

Michael Baker – Pay App #19 – (7/1/2023 – 5/31/2024) - **\$1,909.45**

**COI – Design and CA Corporate Hangar**

Michael Baker – Pay App #11 – (1/1/2024 – 5/31/2024) - **\$27,495.26**

**Space Coast Regional**

**TIX – Runway 18-36 Design & Bidding**

AVCON – Pay App #11 – (4/1/2024 – 4/30/2024) - **\$65,000.00**

**TIX – ATCT Site Study, Design & Bidding**

AVCON – Pay App #19 – (9/1/2023 – 3/31/2024)- (Design) - **\$8,250.00**

AVCON – Pay App #20 – (4/1/2024 – 4/30/2024) – (Design) - **\$9,713.87**

AVCON – Pay App #21 – (5/1/2024 – 5/31/2024) - **\$10,500.00**

**TIX – Master Plan**

Ricondo & Associates – (3/1/2024 – 4/30/2024) - **\$23,292.21**

**Arthur Dunn**

**X21 – AWOS Replacement Design, Bidding & Construction Services**

AVCON – Pay App #18 – (3/1/2024 – 3/31/2024) – **4,190.55**

AVCON – Pay App #19 – (4/1/2024 – 4/30/2024) - **\$4,190.55**

AVCON – Pay App #20 – (5/1/2024 – 5/31/2024) - **\$2,256.45**

Trinity Electrical Services, Inc. – Pay App #4 – (4/23/2024 – 5/24/2024) - **\$18,360.00**

**X21 – Master Plan**

Ricondo & Associates – (3/1/2024 – 4/30/2024) - **\$29,630.36**

---

**John Craig, Chairman**

---

**Jessica Curry, Secretary**



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

## **PRESENTATION**

**BRAD WESTON, CM, RICONDO & ASSOCIATES**

**AIRPORT MASTER PLANS UPDATE**





**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

**REPORT**

**DEPUTY DIRECTOR OF OPERATIONS & MAINTENANCE**



## **CAPITAL IMPROVEMENTS PROJECTS UPDATE**

# Airport Project Updates

## New Projects

- Challenger Extension Design
- TIX 18/36 Rehab Design
- TIX ATCT Design

— TIX, COI, X21 —

# PROJECT: Challenger Avenue Extension Design

**BUDGET:** \$460,000 (100% NBEZ Grant)

**CURRENT STATUS:** Reviewed 90% drawings. Seeking additional funding to accommodate a regional drainage area in support of the roadway and development.

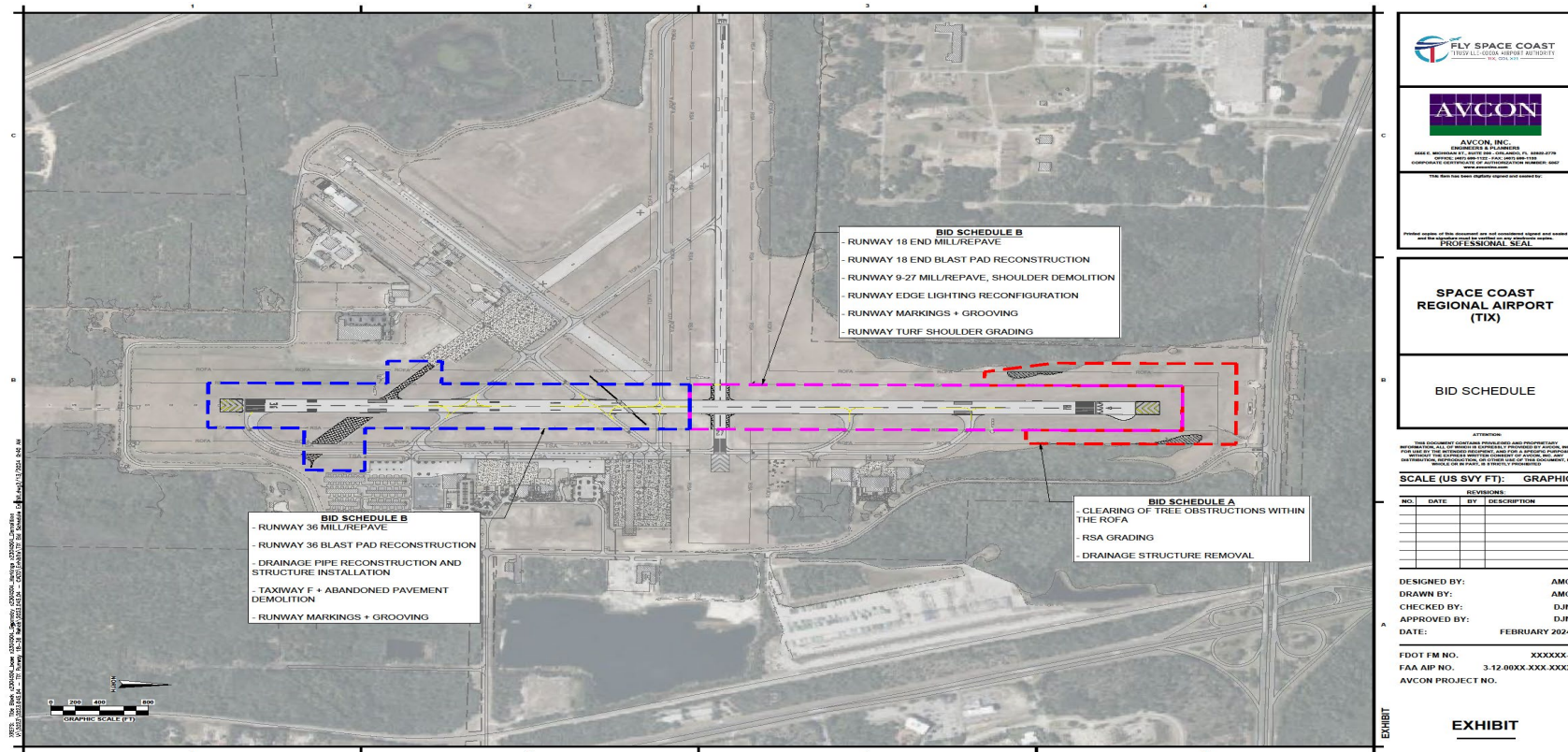
FLY SPACE COAST  
AUTHORITY



# PROJECT: TIX RWY 18/36 Rehabilitation (Design)

**BUDGET:** \$806,000 (90% FAA, 8% FDOT, 2% Local)

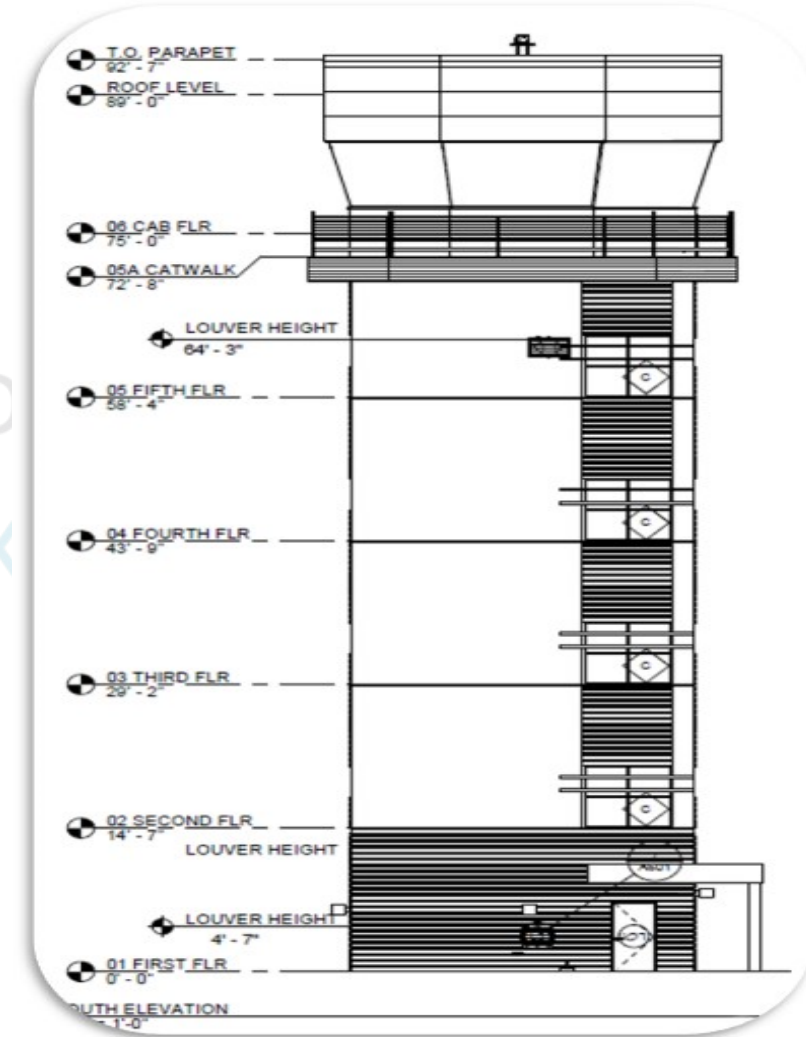
**CURRENT STATUS:** Bids have been received and are currently being reviewed; grant applications are being drafted for submittal to the FAA and FDOT for project funding.



# PROJECT: Design of the Replacement Airport Traffic Control Tower – Space Coast Regional Airport

**BUDGET:** \$960,000 (80/20 FDOT Grant)

**CURRENT STATUS:** Site plan under review by City of Titusville. Bids have been received and additional funding is being pursued from the FAA and FDOT.



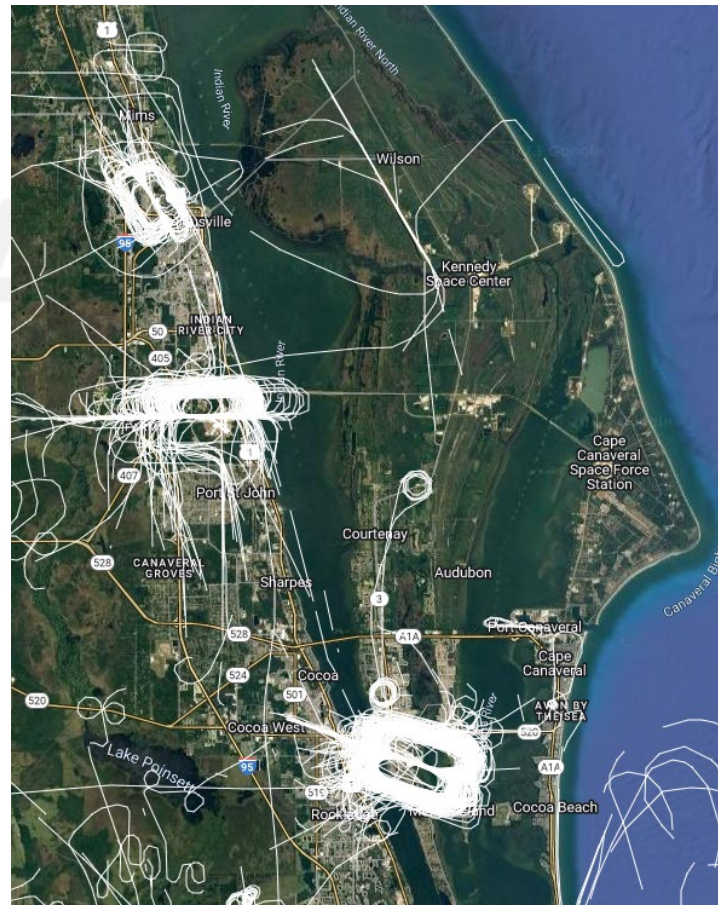
# Airport Noise Complaints

May 2024

**X21 - 0**

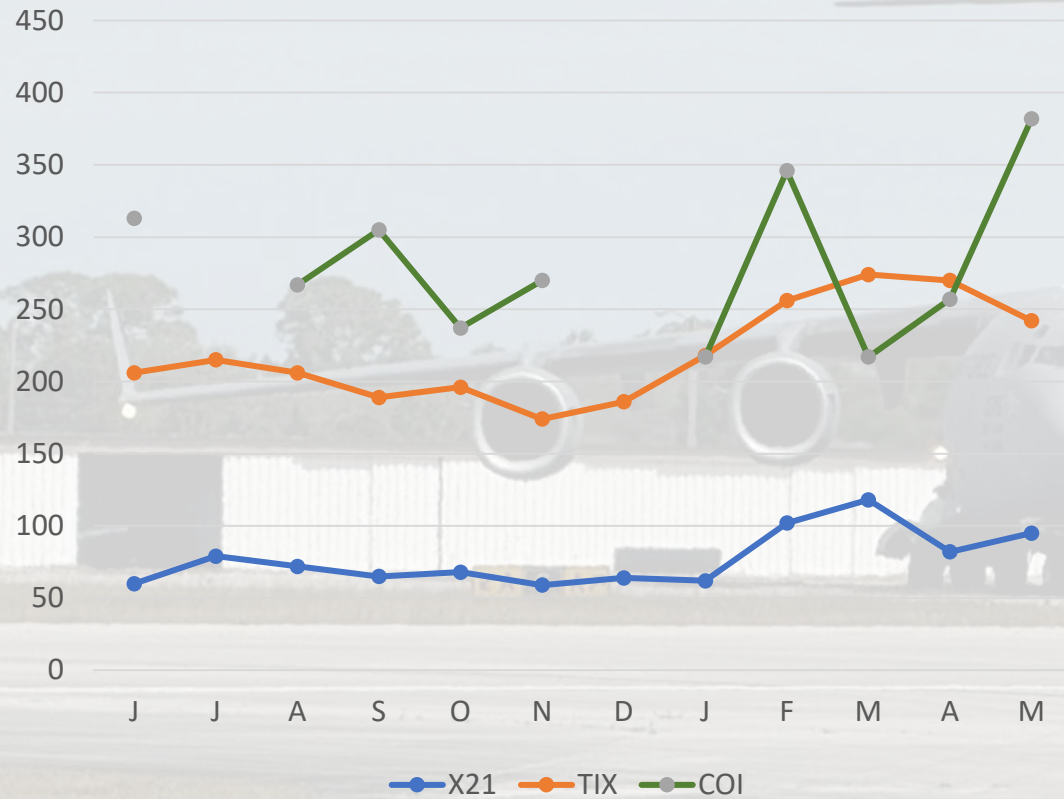
**TIX - 1**

**COI - 1**



# April 2024 Average Daily Operations

2023/2024 Operations



**X21 95**

**TIX 242**

**COI 382**

Data collected by VirTower





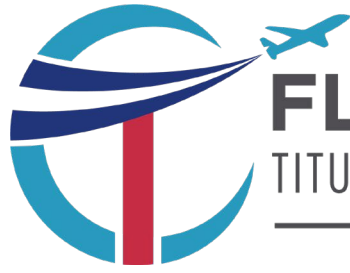
**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

**REPORT**

**DEPUTY DIRECTOR OF FINANCE & ADMINISTRATION**



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

## CHECK REGISTER

# Check Register

## May 2024

Vendor	Type	Num	Date	Amount
Mission Square - 303301	Bill Pmt -Check	6096	05/03/2024	257.61
321 Flags and Gifts, LLC	Bill Pmt -Check	6097	05/03/2024	105.00
ACF Standby Systems	Bill Pmt -Check	6098	05/03/2024	1,398.00
Advent Electric LLC	Bill Pmt -Check	6099	05/03/2024	4,089.00
Allen Enterprises, Inc.	Bill Pmt -Check	6100	05/03/2024	1,692.73
AT&T	Bill Pmt -Check	6101	05/03/2024	390.58
AT&T Business	Bill Pmt -Check	6102	05/03/2024	824.37
AT&T Internet	Bill Pmt -Check	6103	05/03/2024	53.50
AVCON	Bill Pmt -Check	6104	05/03/2024	6,907.80
AVCON	Bill Pmt -Check	6105	05/03/2024	8,245.13
AVCON	Bill Pmt -Check	6106	05/03/2024	6,285.83
Brevard Uniform Co	Bill Pmt -Check	6107	05/03/2024	66.90
City of Cocoa	Bill Pmt -Check	6108	05/03/2024	69.67
City Of Titusville	Bill Pmt -Check	6109	05/03/2024	1,276.88
Dish	Bill Pmt -Check	6110	05/03/2024	80.10
Dynafire	Bill Pmt -Check	6111	05/03/2024	838.00
Florida Coast Equipment	Bill Pmt -Check	6112	05/03/2024	101.72
FPL	Bill Pmt -Check	6113	05/03/2024	727.23
FPL	Bill Pmt -Check	6114	05/03/2024	697.31
FPL	Bill Pmt -Check	6115	05/03/2024	2,041.48
Keepem Runnin, LLC	Bill Pmt -Check	6116	05/03/2024	33.99
T's Handyman Service	Bill Pmt -Check	6117	05/03/2024	950.00
Trinity Electrical Services, Inc	Bill Pmt -Check	6118	05/03/2024	29,773.80
Waste Management	Bill Pmt -Check	6119	05/03/2024	502.71
Watkins Oil	Bill Pmt -Check	6120	05/03/2024	4,652.82
Donna Hallstrom	Bill Pmt -Check	6121	05/03/2024	77.55
Eddy Espineta	Bill Pmt -Check	6122	05/03/2024	329.46
Jerry Paul Higman	Bill Pmt -Check	6123	05/03/2024	600.00
Mission Square - 303301	Bill Pmt -Check	6124	05/17/2024	257.61
Ag-Pro Companies	Bill Pmt -Check	6125	05/17/2024	350.29
Allen Enterprises, Inc.	Bill Pmt -Check	6126	05/17/2024	764.16
Amazon Capital services	Bill Pmt -Check	6127	05/17/2024	734.00
AVCON	Bill Pmt -Check	6128	05/17/2024	133,800.00
AVCON	Bill Pmt -Check	6129	05/17/2024	195,000.00
AT&T	Bill Pmt -Check	6130	05/17/2024	169.50
Black's Spray Service, Inc	Bill Pmt -Check	6131	05/17/2024	244.00
Brevard County Emergency Mg	Bill Pmt -Check	6132	05/17/2024	1,617.00
Brevard Uniform Co	Bill Pmt -Check	6133	05/17/2024	66.90
Brown & Brown Insurance	Bill Pmt -Check	6134	05/17/2024	4,441.98
Brown & Brown Insurance	Bill Pmt -Check	6135	05/17/2024	138,530.75
CARR, RIGGS & INGRAM	Bill Pmt -Check	6136	05/17/2024	3,500.00

# Check Register

## May 2024

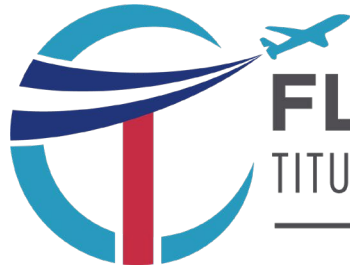
Culligan	Bill Pmt -Check	6137	05/17/2024	81.92
D & E Pump	Bill Pmt -Check	6138	05/17/2024	1,209.53
FPL	Bill Pmt -Check	6139	05/17/2024	917.31
FPL	Bill Pmt -Check	6140	05/17/2024	3,779.78
FPL	Bill Pmt -Check	6141	05/17/2024	620.95
Home Depot Credit Services	Bill Pmt -Check	6142	05/17/2024	2,743.28
R.E. Michel Company, LLC	Bill Pmt -Check	6143	05/17/2024	13.42
Robertson's Lawns Inc	Bill Pmt -Check	6144	05/17/2024	1,000.00
SiteOne Landscape Supply	Bill Pmt -Check	6145	05/17/2024	306.91
T's Handyman Service	Bill Pmt -Check	6146	05/17/2024	4,500.00
Whitebird Attorneys at Law	Bill Pmt -Check	6147	05/17/2024	5,766.33
Windstream	Bill Pmt -Check	6148	05/17/2024	1,892.96
Wolen, L.L.C.	Bill Pmt -Check	6149	05/17/2024	1,938.22
Marcus Churchwell	Bill Pmt -Check	6150	05/17/2024	151.25
Howard Swerbilow	Bill Pmt -Check	6151	05/17/2024	170.01
Harrel Crenshaw	Bill Pmt -Check	6152	05/17/2024	333.30
Stuart Farber	Bill Pmt -Check	6153	05/17/2024	200.00
Robert Stern	Bill Pmt -Check	6154	05/17/2024	400.00
David Webb	Bill Pmt -Check	6155	05/17/2024	292.38
Christina Kinard	Bill Pmt -Check	6156	05/17/2024	60.57
Stine Fredheim	Bill Pmt -Check	6157	05/17/2024	934.00
East Coast Fence & Guardrail	Bill Pmt -Check	6158	05/17/2024	4,653.43
CHLIC	Bill Pmt -Check	6159	05/31/2024	526.09
Mission Square - 303301	Bill Pmt -Check	6160	05/31/2024	257.61
Board of County Commissioner	Bill Pmt -Check	6161	05/31/2024	15,800.95
Standard Insurance Company	Bill Pmt -Check	6162	05/31/2024	619.58
Davis Vision	Bill Pmt -Check	6163	05/31/2024	79.45
AT&T	Bill Pmt -Check	6164	05/31/2024	989.27
AT&T Internet	Bill Pmt -Check	6165	05/31/2024	53.50
AT&T Mobility	Bill Pmt -Check	6166	05/31/2024	530.53
AVCON	Bill Pmt -Check	6167	05/31/2024	17,963.87
AVCON	Bill Pmt -Check	6168	05/31/2024	13,427.77
AVCON	Bill Pmt -Check	6169	05/31/2024	28,782.50
AVCON	Bill Pmt -Check	6170	05/31/2024	8,381.10
AVCON	Bill Pmt -Check	6171	05/31/2024	65,000.00
AVCON	Bill Pmt -Check	6172	05/31/2024	2,081.25
Black's Spray Service, Inc	Bill Pmt -Check	6173	05/31/2024	305.00
Brady Industries	Bill Pmt -Check	6174	05/31/2024	688.54
Brevard Uniform Co	Bill Pmt -Check	6175	05/31/2024	66.90
City of Cocoa	Bill Pmt -Check	6176	05/31/2024	400.91
City Of Titusville	Bill Pmt -Check	6177	05/31/2024	1,194.85
Dish	Bill Pmt -Check	6178	05/31/2024	80.10
Faster Than Sound, Inc	Bill Pmt -Check	6179	05/31/2024	1,780.00
FedEx	Bill Pmt -Check	6180	05/31/2024	72.61

## Check Register

May 2024

Florida Alarm & Security Techno	Bill Pmt -Check	6181	05/31/2024	137.00
Florida Coast Equipment	Bill Pmt -Check	6182	05/31/2024	42.18
FPL	Bill Pmt -Check	6183	05/31/2024	567.32
FPL	Bill Pmt -Check	6184	05/31/2024	618.54
FPL	Bill Pmt -Check	6185	05/31/2024	1,532.61
Globenet Global Computer Solu	Bill Pmt -Check	6186	05/31/2024	3,047.50
Metal Roof Factory, Inc	Bill Pmt -Check	6187	05/31/2024	792.40
Nix Pest Management	Bill Pmt -Check	6188	05/31/2024	256.00
Parks CDJR of Titusville	Bill Pmt -Check	6189	05/31/2024	120.94
Pitney Bowes Inc	Bill Pmt -Check	6190	05/31/2024	192.54
T's Handyman Service	Bill Pmt -Check	6191	05/31/2024	475.00
Trinity Electrical Services, Inc	Bill Pmt -Check	6192	05/31/2024	18,360.00
Waste Management	Bill Pmt -Check	6193	05/31/2024	490.06
AT&T Business	Bill Pmt -Check	6194	05/31/2024	824.37
AT&T Business	Bill Pmt -Check	6195	05/31/2024	772.28

**771,822.03**



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

## FINANCIAL STATEMENTS

**Titusville-Cocoa Airport Authority, Florida**  
**FINANCIAL STATEMENTS**  
**5/31/2024**

**Titusville-Cocoa Airport Authority**  
**Statements of Net Position**

	5/31/2024	9/30/2023
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash and cash equivalents	\$ 1,049,487	\$ 1,609,698
Restricted cash and cash equivalents	262,440	255,953
Accounts receivable	309,296	235,500
Reserve for Bad Debt	-	(49,110)
Leases receivable	215,670	215,670
Due from other governments	603,672	1,086,928
Prepaid expenses	216,225	32,961
Total current assets	2,656,790	3,387,600
<b>Noncurrent capital assets</b>		
Land	13,621,899	13,621,899
Buildings and improvements	34,044,942	34,044,942
Runways and lighting	45,607,116	45,082,353
Furniture, fixtures, and equipment	622,643	1,145,424
Vehicles	1,261,417	1,261,417
Construction in process	6,751,596	4,099,464
Accumulated depreciation	(34,594,873)	(32,897,912)
Lease receivables	19,484,059	19,484,059
Total noncurrent capital assets	86,798,800	85,841,646
<b>Total assets</b>	<b>\$ 89,455,590</b>	<b>\$ 89,229,246</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred outflow related to pensions	\$ 340,348	\$ 340,348
Deferred outflow related to other post-employment benefits	14,044	14,044
<b>Total deferred outflows of resources</b>	<b>\$ 354,392</b>	<b>\$ 354,392</b>

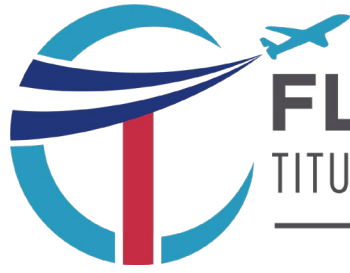


**Titusville-Cocoa Airport Authority**  
**Statements of Net Position**

	5/31/2024	9/30/2023
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Accounts payable	\$ 99,893	\$ 668,439
Retainage payable	112,166	99,139
Accrued expenses and other liabilities	115,168	215,281
Truist - Line of Credit	64,094	309,094
ST - Note payable - USATS Bldg 1	240,000	240,000
Refundable deposits	262,440	255,953
Unearned revenue	1,147,590	982,474
Compensated absences	92,298	77,767
Total current liabilities	2,133,649	2,848,147
<b>Noncurrent liabilities</b>		
Note payable - USATS Bldg 1	240,000	480,000
Net pension liabilities	1,367,849	1,367,849
Other post-employment benefits liability	28,925	28,925
Total noncurrent liabilities	1,636,774	1,876,774
<b>Total liabilities</b>	\$ 3,770,423	\$ 4,724,921
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflows related to pensions	147,095	147,095
Deferred inflows of leases	\$ 18,279,256	\$ 18,279,256
<b>Total deferred inflows of resources</b>	\$ 18,426,351	\$ 18,426,351
<b>NET POSITION</b>		
Net investment in capital assets	\$ 66,586,294	\$ 65,198,510
Restricted for airport improvements	995,081	995,081
Unrestricted	31,833	238,775
<b>Total net position</b>	\$ 67,613,208	\$ 66,432,366

**Titusville-Cocoa Airport Authority**  
**Statement of Revenues, Expenses and Changes in Net Position**  
**For the Eight Months Ending May 31, 2024**

	Arthur Dunn	Merritt Island	Space Coast Regional	Space Coast Space Station	TCAA Airport Authority G&A	Consolidated
<b>Operating revenues</b>						
T-hangars	\$ 141,331	\$ 504,886	\$ 268,830	\$ -	\$ -	\$ 915,047
Fixed base operations	54,340	132,171	96,133	-	-	282,644
Building, land, and other leases	72,619	211,377	605,116	455,968	-	1,345,080
Miscellaneous revenue	20,360	2,560	71,618	3,466	5,133	103,137
<b>Total Operating Revenue</b>	<b>288,650</b>	<b>850,994</b>	<b>1,041,698</b>	<b>459,434</b>	<b>5,133</b>	<b>2,645,907</b>
<b>Operating expenses</b>						
Operating and maintenance expenses						
Wages and personnel expenses	90,437	184,367	429,876	87,276	242,508	1,034,464
Professional services	1,111	8,265	1,111	-	108,297	118,784
Communications and utilities	13,579	40,146	64,755	43	22,529	141,052
Insurance	53,730	113,398	193,636	18,631	5,133	384,528
Marketing & website	-	-	-	12,750	13,692	26,442
Repairs and maintenance	40,578	64,170	119,007	2,913	6,052	232,720
Materials and supplies	6,949	7,307	19,563	7,091	17,318	58,228
Bad debt expense	-	(3,116)	-	-	-	(3,116)
Total operating and maintenance expenses	206,384	414,536	827,947	128,704	415,528	1,993,102
Non-cash operating expenses						
Depreciation	133,404	476,672	1,065,872	30,156	-	1,706,102
<b>Total operating expenses</b>	<b>339,788</b>	<b>891,209</b>	<b>1,893,820</b>	<b>158,861</b>	<b>415,528</b>	<b>3,699,206</b>
<b>Operating gain (loss)</b>	<b>(51,138)</b>	<b>(40,215)</b>	<b>(852,123)</b>	<b>300,576</b>	<b>(410,396)</b>	<b>(1,053,296)</b>
<b>Non-operating revenues (expenses)</b>						
Interest income					2,466	2,466
Interest expense					(10,166)	(10,166)
Fraudulent expense					-	-
Total non-operating revenues (expenses)	-	-	-	-	(7,700)	(7,700)
Gain (Loss) before contributions	(51,138)	(40,215)	(852,123)	300,576	(418,096)	(1,060,996)
Capital contributions	445,346	799,695	996,797	-	-	2,241,838
<b>Change in net position</b>	<b>\$ 394,207</b>	<b>\$ 759,480</b>	<b>\$ 144,674</b>	<b>\$ 300,576</b>	<b>\$ (418,096)</b>	<b>1,180,842</b>
Net position, beginning of year						66,432,366
Net position, April 30, 2024						<b>\$ 67,613,208</b>



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

TIX, COI, X21

**OVERVIEW**  
**MAY 2024 BUDGET TO ACTUAL**

TITUSVILLE COCOA AIRPORT AUTHORITY

Profit Loss Budget Overview

May 2024

	Actual May '24	Budget Oct '23 - 'Sep 24	% Budget
Ordinary Income/Expense			
Income			
Grant Revenue	\$ 2,241,838	\$ -	
Aeronautical Revenue			
T-Hanger Leases	915,047	1,322,741	69.18%
Bldg Leases & Land Leases	1,070,974	1,578,000	67.87%
FBO Bldg, Land & Fuel Flowage	282,644	425,793	66.38%
Investment Fee	-	30,240	0.00%
Total Aeronautical Revenue	<u>2,268,665</u>	<u>3,356,774</u>	67.58%
Non-Aeronautical Revenue			
Bldg Leases	47,595	37,743	126.10%
Land Leases	71,645	118,455	60.48%
Storage Unit Leases	154,866	232,020	66.75%
Total Non-Aeronautical Revenue	<u>274,106</u>	<u>388,218</u>	70.61%
Misc. Income	42,218	2,589	1630.65%
Property Ins. Refund (VAC)	60,920		
Total Income	<u>4,887,746</u>	<u>3,744,992</u>	<u>130.51%</u>
Expense			
Fringe Benefits	359,973	486,327	74.02%
Operating Expenses			
Salaries & Wages	663,990	1,068,059	62.17%
Hiring Expenses	150	500	30.00%
Education & Training	10,350	17,000	60.88%
Professional Services	75,790	128,800	58.84%
Consulting Services	39,351	85,000	46.30%
Information Technology	3,643	6,600	55.19%
Contracted Services	27,049	36,420	74.27%
Insurance	384,528	608,403	63.20%
Office Equipment	2,969	9,800	30.29%
Office Services	11,530	9,600	120.10%
Memberships & Subscriptions	19,592	36,000	54.42%
Marketing	17,416	22,000	79.16%
Taxes, Permits & Fees	9,194	-	
Fuel Systems	23,244	38,000	61.17%
Repairs & Maintenance	207,570	344,500	60.25%
Travel	9,026	10,000	90.26%
Utilities	130,851	199,000	65.75%
Capital Outlay	-	321,912	0.00%
Depreciation	1,706,105		
Bad Debt	(3,116)	-	
Total Expense	<u>3,699,204</u>	<u>3,427,921</u>	<u>107.91%</u>
Net Ordinary Income	<u>1,188,542</u>	<u>317,071</u>	<u>374.85%</u>

For Management Use Only

TITUSVILLE COCOA AIRPORT AUTHORITY

Profit Loss Budget Overview

May 2024

	Actual May '24	Budget Oct '23 - 'Sep 24	% Budget
Other Income/Expense			
Other Income			
Interest Income	2,466	-	
Total Other Income	2,466	-	
Other Expense			
Development	180,316	260,000	69.35%
Contingency	-	59,930	0.00%
Interest Expense	10,166	-	
Fraudulent Expense	-	-	
Total Other Expense	190,483	319,930	59.54%
Net Other Income	(188,018)	(319,930)	58.77%
Net Income	\$ 1,000,525	\$ (2,859)	



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

**REPORT  
AUTHORITY ATTORNEY**



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

**REPORTS**  
**AUTHORITY MEMBERS**



**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

## **PUBLIC COMMENT**





**FLY SPACE COAST**

TITUSVILLE-COCOA AIRPORT AUTHORITY

— TIX, COI, X21 —

**ADJOURN**