

**CONTRACT, LEASE, AGREEMENT CONTROL FORM**

Date: 04/18/2024

Contract/Lease Control #: L08-0330-AP

Procurement#: N/A

Contract/Lease Type: LEASE – AGREEMENT

Award To/Lessee: C-SIDE DESTIN PROPERTIES, LLC.

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 04/16/2024

Expiration Date: 05/31/2033

Description of: DAP LOT 4 / BLOCK 6

Department: AP

Department Monitor: STAGE

Monitor's Telephone #: 850-651-7160

Monitor's FAX # or E-mail: TSTAGE@MYOKALOOSA.COM

Closed: \_\_\_\_\_

CC: BCC RECORDS

**PROCUREMENT/CONTRACT/LEASE  
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: L 08-0330-AP Tracking Number: 5105-24  
 Procurement/Contractor/Lessee Name: James Coughlan Grant Funded: YES \_\_\_ NO X  
 Purpose: assignment of lease C-Side Destin Properties  
 Date/Term: 5-31-33 1.  GREATER THAN \$100,000  
 Department #: NA 2.  GREATER THAN \$50,000  
 Account #: NA 3.  \$50,000 OR LESS  
 Amount: NA  
 Department: Airport Dept. Monitor Name: Stacy

*Purchasing Review*

Procurement or Contract/Lease requirements are met: DeRita Mason Date: 2-27-24  
 Purchasing Manager or designee: \_\_\_\_\_ DeRita Mason, Erin Poole, Amber Hammonds

*2CFR Compliance Review (if required)*

Approved as written: \_\_\_\_\_ Grant Name: \_\_\_\_\_  
NO RISK ELEMENT Date: \_\_\_\_\_  
 Grants Coordinator: \_\_\_\_\_ Suzanne Ulloa

*Risk Management Review*

Approved as written: \_\_\_\_\_ Date: 2-27-24  
see email attached  
 Risk Manager or designee: \_\_\_\_\_ Lydia Garcia

*County Attorney Review*

Approved as written: \_\_\_\_\_ Date: 3/24  
see email attached  
 County Attorney: \_\_\_\_\_ Lynn Hoshihara, Kerry Parsons or Designee

*Department Funding Review*

Approved as written: \_\_\_\_\_ Date: \_\_\_\_\_

*IT Review (if applicable)*

Approved as written: \_\_\_\_\_ Date: \_\_\_\_\_

## DeRita Mason

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**From:** Odessa Cooper-Pool  
**Sent:** Tuesday, February 27, 2024 11:17 AM  
**To:** DeRita Mason; Lynn Hoshihara  
**Cc:** Kerry Parsons  
**Subject:** RE: James Coughlan L-08-0330-AP

Hello DeRita,

The Least for James Coughlan has been reviewed and is approved by Risk Management. No changes were made to the insurance requirements.

Thank you,

### Odessa Cooper-Pool

Public Records & Contracts Specialist |Risk Management  
Okaloosa County BCC  
302 N. Wilson Street, Crestview, FL 32536  
Office: 1-850-689-4111



"And, when you want something, all the universe conspires in helping you to achieve it."— Paulo Coelho, *The Alchemist*

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---

**From:** DeRita Mason <dmason@myokaloosa.com>  
**Sent:** Tuesday, February 27, 2024 7:53 AM  
**To:** Lynn Hoshihara <lhoshihara@myokaloosa.com>  
**Cc:** Kerry Parsons <kparsons@ngn-tally.com>; Odessa Cooper-Pool <ocooperpool@myokaloosa.com>; Jacqueline Matichuk <jmatichuk@myokaloosa.com>  
**Subject:** FW: James Coughlan L-08-0330-AP

Good morning,  
Please review and approve the attached.  
Thank you,

DeRita Mason

## DeRita Mason

---

**From:** Lynn Hoshihara  
**Sent:** Thursday, February 29, 2024 4:54 PM  
**To:** DeRita Mason  
**Cc:** Kerry Parsons; Odessa Cooper-Pool; Jacqueline Matichuk  
**Subject:** Re: James Coughlan L-08-0330-AP  
**Attachments:** Consent Assignment of Lease James Coughlan L08-0330-AP - 2.29.24.docx

DeRita,

With the attached changes, this is approved.

Lynn

Lynn M. Hoshihara  
County Attorney  
Okaloosa County, Florida

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---

**From:** DeRita Mason  
**Sent:** Tuesday, February 27, 2024 8:53:06 AM  
**To:** Lynn Hoshihara  
**Cc:** Kerry Parsons; Odessa Cooper-Pool; Jacqueline Matichuk  
**Subject:** FW: James Coughlan L-08-0330-AP

Good morning,  
Please review and approve the attached.  
Thank you,

DeRita Mason



DeRita Mason, CPPO, CPPB, NIGP-CPP  
Purchasing Manager  
Okaloosa County Purchasing Department  
5479A Old Bethel Road  
Crestview, Florida 32536  
Office: (850) 689-5960 Ext. 6966  
Cell: (850) 826-8010



**BOARD OF COUNTY COMMISSIONERS  
AGENDA REQUEST**

**DATE:** April 16, 2024  
**TO:** Honorable Chairman and Distinguished Members of the Board  
**FROM:** Tracy Stage  
**SUBJECT:** Assignment of Lease James Coughlan to C-Side Destin Properties, LLC  
L08-0330-AP (DTS)  
**DEPARTMENT:** Airport  
**BCC DISTRICT:** 5

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**STATEMENT OF ISSUE:** The Airports Department requests approval by the Board of County Commissioners for the Assignment of Lease from James Coughlan for Block 6 Lot 4, at the Destin Executive Airport (L08-0337-AP).


**BACKGROUND:** On August 29, 2008, James Coughlan entered into a Lease with Okaloosa County Board of County Commissioners for Block 6 Lot 4 at the Destin Executive Airport. The lease term expires on May 31, 2033 and there are no renewal options remaining. James Coughlan now desires to assign the lease to C-Side Destin Properties, LLC. In accordance with Section 13 of the Lease Agreement, the lessee is required to obtain the County's consent for the assignment. James Coughlan is in full compliance with lease requirements and the \$1,000.00 approval fee has been paid. The approved coordination is attached.

**FUNDING SOURCE, (If Applicable):** N/A  
For recording fees: Department 4210 Account 549151

**OPTIONS:** Approve, Deny or Postpone.

**RECOMMENDATIONS:** Approval of the Assignment of Lease from James Coughlan to C-Side Destin Properties, LLC, as described above.

**RECOMMENDED BY:**

  
Tracy Stage, Airport Director 4/8/2024

**APPROVED BY:**

  
Craig Coffey, Deputy County Administrator - Operations 4/16/2024

**CONSENT TO ASSIGNMENT OF LEASE L08-0330-AP  
JAMES COUGHLAN LEASE AT THE  
DESTIN EXECUTIVE AIRPORT (DTS)**

This Consent to Assignment of Lease, made and entered into this 16th day of April, 2024, hereby approves the assignment of a ground lease agreement from James Coughlan (Lessee) to C-Side Destin Properties, LLC, 151 West Main Street, Suite 200, Pensacola, FL 32502 (Assignee), and with Okaloosa County, Florida, through its Board of County Commissioners as Lessor (County).

**WITNESSETH:**

**WHEREAS**, the County entered into a Lease Agreement, L08-0330-AP, with Lessee on August 29, 2008 with an original expiration date of May 31, 2013 for Block 6 Lot 4 at the Destin Executive Airport (the "Lease"); and

**WHEREAS**, on December 23, 2013, the option to renew the Lease for an additional twenty-year term was exercised extending the expiration date to May 31, 2033, with no further renewal options remaining; and

**WHEREAS**, Lessee desire to assign its interests in the Lease to Assignee; and

**WHEREAS**, in accordance with Section 13 of the Lease, Lessee is required to obtain the County's consent prior to assigning its interest and confirm that all other conditions have been satisfied to approve the assignment.

**NOW THEREFORE**, in consideration of the mutual covenants herein and other good and valuable consideration, the executing parties consent to and agree to the following:

**CONSENT TO ASSIGNMENT**

1. In accordance with Section 13 of the Lease, the County hereby consents to the assignment of the Lease from Lessee to Assignee.
2. Assignee, by execution of this Consent to Assignment of Lease, and in consideration of consent by the County of the same, is bound by all terms of the Lease as may be amended from time to time and does hereby assume all responsibilities, duties, obligations, rights, and privileges as set forth in the original lease, supplemental agreements, and assignment of leases.
3. By execution of this Consent to Assignment of Lease, the County acknowledges Lessee is currently in compliance with the Lease.

IN WITNESS WHEREOF, the parties hereto have executed this assignment as of the day and year first written.


OKALOOSA COUNTY, FLORIDA

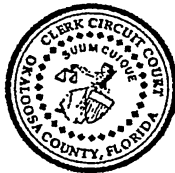
  
\_\_\_\_\_  
Paul Mixon  
Chairman, Board of County Commissioners

Date: 4/16/2024

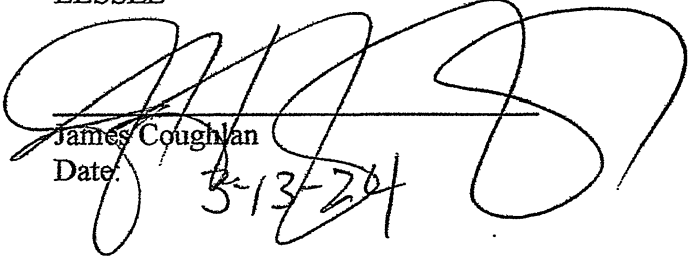


ATTEST:

  
\_\_\_\_\_  
J.D. Peacock, II  
Clerk of Circuit Court



LESSEE


  
James Coughlan  
Date: 5-13-20

WITNESS:

  
Witness 1 Signature

Vicky Duncan  
Witness 1 Printed Name

981 Hwy 98E Ste 3 Destin FL 32541  
Witness 1 Address

  
Witness 2 Signature

Farida Dogar  
Witness 2 Printed Name

981 Hwy 98E Ste 3 Destin, FL 32541  
Witness 2 Address



ASSIGNEE

*[Handwritten Signature]*

Robert M. Champagne, III  
C-Side Destin Properties, LLC  
Date: March 18, 2024

WITNESS:

*Elizabeth Champagne*  
Witness 1 Signature

*Elizabeth Champagne*  
Witness 1 Printed Name

*232 Princeton Woods loop Laf. LA 70508*  
Witness 1 Address

*[Handwritten Signature]*  
Witness 2 Signature

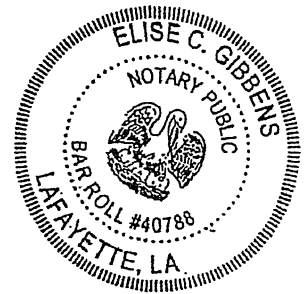
*Kade Drobish*  
Witness 2 Printed Name

*804 Richland Ave*  
Witness 2 Address

Notary: *Elise C. Gibbens*

Bar roll #: 40788

Printed: Elise C. Gibbens



# CERTIFICATE OF ACKNOWLEDGEMENT

*This CERTIFICATE documents and is intended to summarize the basic terms of the Lease Agreement to ensure the signer is fully apprised of the Lease Agreement and the terms and conditions of the Lease Agreement, notarized and made part of the Lease Agreement. The summary is not all inclusive and does not replace any portion or part of the Lease Agreement.*

Lease Agreement\*: L08-0330-AP Lessee\*: James Coughlan

Owner\*: James Coughlan Term Left on the Agreement\*: 9 years 2 months

Expiration Date of the Agreement\*: May 31, 2033 Date Form Prepared\*: April 1, 2024

Renewals on the Agreement\*: 0 Location\*: DTS Block 6 Lot 4

Insurance Types Required\*:  General Liability  Property Insurance  Aircraft Liability

Square Footage of Lease\*: 2,773 Ground Lease Fee\*: \$5,479.86 Hangar Lease Fee\*: NA  
(Annually)

Potential Buyer (Assignment of Lease - Optional): C-Side Destin Properties, LLC  
(Robert M. Champagne, III)

No one individual, group, business or entity may own any buildings or grounds on any Okaloosa County Airport at any time. If the Lease Agreement assigned to this certificate does not contain any additional renewal options, the building, facility or hangar will become under the sole control of the County on the listed expiration date. Once the building, facility or hangar reverts to County control, the County will inspect and perform any maintenance and repairs required. The building, facility or hangar will be appraised and a first right of refusal to enter into a new Lease Agreement will be offered to the then current Lessee provided the Lessee is in full compliance and good standing at the end of the previous term.

I, ROBERT CHAMPAGNE, acknowledge receipt and review of the entire Lease Agreement and this Certificate of Acknowledgement. I understand the definitions, terms, stipulations and limits of the Lease Agreement I am entering into.

ROBERT CHAMPAGNE  
Printed Name

  
Signature

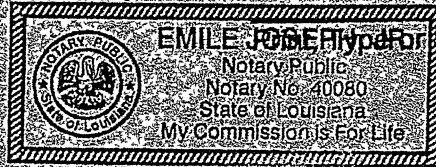
STATE OF FLORIDA  
COUNTY OF Lafayette

The foregoing instrument was acknowledged before me by means of  physical presence  online notarization, this 2 day of April, 2024, by Emile Joseph (Name of Person Acknowledging)

(Seal)



Signature of Notary Public



EMILE JOSEPH (Type or Stamp Name of Notary)

Notary Public  
Notary No. 40080  
State of Louisiana  
My Commission Expires For Life

Personally Known:

OR Produced Identification:

Type of Identification Produced: \_\_\_\_\_

PROCUREMENT/CONTRACT/LEASE  
INTERNAL COORDINATION SHEET

Procurement/Contract/Lease Number: L 08-0330-10 Tracking Number: 5105 cy  
Procurement/Contractor/Lessee Name: James Coughlan Grant Funded: YES  NO   
Purpose: assignment of lease C Side Oasth Properties  
Date/Term: 5-31-33 1.  GREATER THAN \$100,000  
Department #: NA 2.  GREATER THAN \$50,000  
Account #: NA 3.  \$50,000 OR LESS  
Amount: NA  
Department: Arrest Dept. Monitor Name: Steve

*Purchasing Review*  
Procurement or Contract/Lease requirements are met: Quota Met  
Purchasing Manager or designee: DeKita Mason, Erin Poole, Amber Hammonds Date: 2/27/24

*2CFR Compliance Review (if required)*  
Approved as written: NO USE DEBT Grant Name: \_\_\_\_\_  
Grants Coordinator: Suzanne Ulloa Date: \_\_\_\_\_

*Risk Management Review*  
Approved as written: See email attached  
Risk Manager or designee: Lydia Garcia Date: 2/27/24

*County Attorney Review*  
Approved as written: See email attached  
County Attorney: Lynn Hoshihara, Kerry Parsons or Designee Date: 3/24

*Department Funding Review*  
Approved as written: \_\_\_\_\_  
Date: \_\_\_\_\_

*IF Review (if applicable)*  
Approved as written: \_\_\_\_\_  
Date: \_\_\_\_\_

## DeRita Mason

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**Cc:** Kerry Parsons  
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Thank you,

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Public Records & Contracts Specialist |Risk Management  
Okaloosa County BCC  
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**DeRita Mason**

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Lynn M. Hoshihara  
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Okaloosa County, Florida

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Good morning,  
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Thank you,

DeRita Mason



DeRita Mason, CPPO, CPPB, NIGP-CPP  
Purchasing Manager  
Okaloosa County Purchasing Department  
5479A Old Bethel Road  
Crestview, Florida 32536  
Office: (850) 689-5960 Ext. 6966  
Cell: (850) 826-8010