



MELBOURNE AIRPORT AUTHORITY BOARD MEETING
AGENDA

January 22, 2020 at 8:30 AM
Orlando Melbourne International Airport Board Room

Pledge of Allegiance

Airport Announcements

Action Items

Approval of the minutes of the December 4, 2019 meeting in the Orlando Melbourne International Airport Board Room.

Item A-1 Recommendation to Approve an Extension of the Professional Services Agreement with Adept Aviation Consulting, LLC.

The Airport Authority Board approved a one-year extension to the Professional Services Agreement with Adept Aviation Consulting, LLC, at its regular meeting on December 5, 2018. This agreement is set to expire on January 31, 2020. Staff requests that the agreement be extended for one additional five-year term. Mr. Greg Dull is an integral part of MLB's team and was instrumental in the recruitment of TUI Airways. He will continue to focus on initiating the TUI service while working to acquire new air service and grow existing service, both domestic and international.

The monthly retainer is as follows:

Year 1: \$9,875
Year 2: \$9,875
Year 3: \$10,375
Year 4: \$10,375
Year 5: \$10,875

Included in the agreement is a one-time bonus of \$5,000 for each new destination city achieved that meets minimum frequency and length criteria. The Airport will reimburse Adept for data requested by staff and compiled for airline and conference presentations. Travel expenses outside of Brevard, Osceola, Orange, and Seminole Counties will be invoiced at cost plus \$250 per day flat fee. Applicable expenses include airfare, reasonable and necessary hotel, car rental, parking, gas and meals. Mileage reimbursement will be calculated using the IRS allowable rate. All travel expenses will conform to the airport's travel policy.

Additionally, Mr. Dull will be responsible for overseeing two subconsultants assisting the Airport with necessary preparations for the start of TUI's service in 2022. The monthly fee will be \$14,800 for the first two years and then is reduced to \$2,300 in Year 3. The Airport will approve all work to be completed by the subconsultants.

Staff recommends approval of an Extension of the Professional Services Agreement with Adept Aviation Consulting, LLC, and authorization for the Executive Director to execute said agreement on behalf of the Authority.

Item A-2 Recommendation for Approval to Extend the Contract for Purchase and Sale of 2.5 Acre Parcel.

This 2.5-acre parcel is a portion of a 6-acre parcel on airport property that sits between NASA Boulevard and Old NASA Boulevard. The Melbourne Airport Authority approved the sale of this parcel to NASA Investment Partners, LLC at its regular meeting on January 24, 2018, and a First Amendment to the

Purchase Agreement at its regular meeting on June 26, 2019. As a result of continued delays in conducting due diligence, NASA Investment Partners has requested to extend the due diligence period to July 20, 2020 and for the closing date to occur on or before August 17, 2020. It will deposit an additional \$25,000 to the escrow account within three days of approval by the City Council. The Purchase Agreement had previously been extended from August 24, 2019 to February 17, 2020.

This extension request is the result of the time it has taken for NASA Investment Partners to receive comments back on its site application from all the involved governing agencies including Brevard County and the City of Melbourne. Brevard County submitted numerous comments that had been previously discussed and agreed to, causing additional delay so NASA Investment Partners could reeducate where the process had left off previously. Additionally, NASA Investment Partners submitted for a permit from the Army Corp of Engineers on September 18, 2019 and is still waiting for a response.

As the Board may recall, this property is located very close to the Airport's Runway Protection Zone (RPZ) and as such, has severe development limitations per Federal Aviation Administration (FAA) guidelines. NASA Investment Partners intends to utilize the 2.5-acre portion of the parcel for water retention, which is a compatible use for this property. The sale price is \$815,000.

Staff recommends the approval to further extend the contract for purchase and sale of 2.5 acres subject to final approval from Melbourne City Council, and authorization for the Executive Director to execute all necessary documents.

Item A-3 Recommendation to Approve an Aeronautical Ground Lease with Health First, Inc.

The Airport Authority approved an Option to Lease with Health First, Inc. at its May 27, 2019 meeting. This is the lease for that property. First Flight is the emergency helicopter transport service of Health First, Inc. (Health First). Based at Holmes Regional Medical Center, First Flight is Brevard County's only air ambulance and has been serving East Central Florida since 1988. Health First currently leases a facility for the helicopter and flight crew that no longer meets their needs. Health First will be constructing a 7,000 square foot hangar with 3,000 square feet of office, administrative, and crew sleep areas attached.

The salient points of the ground lease are as follows:

- Acreage: 1.271 acres
- Term: Twenty (20) years with two (2) five-year options
- Lease Rate: The initial base rent will be \$22,146 per year or \$1,845.50 per month. This is based on an appraisal of the site with a rental rate of forty cents (\$0.40) per square foot per year. All stormwater retention will be onsite.
- Rent Adjustments: CPI adjustments will occur every five (5) years with a minimum of 2 percent and a maximum of 5 percent per year, except on the exercise of the first option period, which will require a fair market value adjustment based on an appraisal.
- Taxes and Fees: Health First is responsible for all taxes and fees associated with the lease.

The ground lease of this property will generate revenues of approximately \$442,920 over the original term of the lease, not including CPI adjustments or any applicable aviation fees.

Staff recommends approval to execute an Aeronautical Ground Lease with Health First, Inc. and authorization for the Executive Director to execute said agreement on behalf of the Authority.

Item A-4 Recommendation to Approve Resolution 01-20 Florida Department of Transportation Grant for the Terminal Renovation and Expansion Project.

This action item is to approve the Florida Department of Transportation’s portion of the Terminal Renovation and Expansion Project. The funding for the proposed grant is:

FDOT	\$ 3,093,954
MAA	<u>\$ 3,093,954</u>
Total	\$ 6,187,908

Staff recommends approval of Resolution 01-20 Florida Department of Transportation’s portion of the grant for the Terminal Renovation and Expansion Project and authorization for the Chairman to execute said resolution on behalf of the Authority.

Item A-5 Recommendation to Increase the Purchase Order to Vanasse Hangren Brustlin, Inc., (VHB) under its Continuing Services Contract, for the Facility Requirements Determination and Needs Assessment for the Terminal Renovation and Expansion Project in an Amount Not-To-Exceed \$19,960.

In November 2019, VHB was hired under its continuing services contract to prepare documents for the needs assessment for TUI and to develop the terminal renovation and expansion program to submit to the FAA as part of the pre-application grant requirement.

With the development of the TUI program, VHB has been instrumental in providing facility requirements that have been included in the Request for Qualifications to get a design/builder selected for the terminal renovation and expansion project.

With the completion of the first task, staff would like to continue working with VHB through to the selection of a design/builder. This increase in the Purchase Order exceeds the limit of the Executive Director’s signing authority and is being brought to the Board for approval.

VHB Task 1 PO (original)	\$ 33,730
VHB Task 2 PO (new)	<u>\$ 19,960</u>
Total PO Amount	\$ 53,690

Once a design/builder has been selected and a scope of work with a schedule has been determined, staff will ask VHB for another task order to oversee the design as a representative of the Owner.

At this time, staff recommends approval of the award of a purchase order to Vanasse Hangren Brustlin, Inc., in an amount not-to-exceed \$19,960 for providing facility requirements for the Terminal Renovation and Expansion Project and authorization for the Executive Director to execute said contract on behalf of Authority.

Item A-6 Recommendation to Approve Non- Exclusive Legal Services Contract with Aequalis Socii, LLC d/b/a WhiteBird.

Adam M. Bird, Esq., through the law firm GrayRobinson, P.A., has served as General Counsel of the City of Melbourne Airport Authority since approximately March 2016. Mr. Bird has become an integral part of the Airport team and has been and remains heavily involved in all the major negotiations and transactions in which the Airport is involved.

On January 1, 2020, Adam amicably separated from GrayRobinson, P.A. and formed his own law firm, WhiteBird. As a result, it is necessary to contract with WhiteBird to permit Mr. Bird to continue representing the Authority as its General Counsel. The proposed contract with WhiteBird is non-exclusive and is for a base term of 10 years but can be terminated by either party with 30 days' notice. Mr. Bird's hourly rate will remain the same at \$215.00 per hour throughout the full length of the contract.

Airport Staff will still have the option of utilizing GrayRobinson's resources on an as-needed basis.

Staff recommends approval of the legal services contract with Aequalis Socii, LLC d/b/a WhiteBird and authorization for the Executive Director to execute said contract on behalf of the Authority.

Discussion Items

Item D-1 Executive Director Annual Performance Review

Information Items

Item I-1 Financial Update

Item I-2 Operations Update

Item I-3 Construction Projects Update

Item I-4 Business Development and Marketing Update

Public Speakers

Adjournment

Pursuant to 286.0105, Florida Statutes, the Airport hereby advises the public that if a person decides to appeal any decision made by the Airport Authority with respect to any matter considered at its meeting or hearing, he will need a record of the proceedings, and that for such purpose, affected persons may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Airport (723-6227) at least 48 hours prior to the meeting.

ORLANDO MELBOURNE INTERNATIONAL AIRPORT

Income Statement

November 30, 2019

	Year To Date Actual		\$ change	% change
	11/30/2019	11/30/2018		
Operating Revenue				
Airline Landing Fees	83,633	85,798	(2,164)	-3%
Airline Service Fees	302,461	335,187	(32,726)	-10%
Land & Bldg Lease Rents	1,406,844	1,393,902	12,943	1%
Terminal Rents	38,992	38,246	747	2%
Parking Lot Fees	327,858	355,812	(27,954)	-8%
Car Rental Concessions	137,419	150,843	(13,423)	-9%
Restaurant Concessions	22,729	10,277	12,451	121%
Mobile Home Park Rent	317,440	304,577	12,864	4%
T-Hangar Rentals	18,816	19,081	(266)	-1%
Operating Grant Revenue	10,860	15,737	(4,877)	-31%
Other	54,538	42,273	12,265	29%
Total Operating Revenues	2,721,592	2,751,732	(30,140)	-1%
Operating Expense:				
Personnel Services	700,161	622,495	77,666	12%
Contract Services	790,319	797,831	(7,512)	-1%
Police & Fire Services	188,798	192,462	(3,664)	-2%
Maintenance and Operations	662,976	704,395	(41,420)	-6%
Other	-	-	0	#DIV/0!
Total Operating Expenses	2,342,254	2,317,183	25,070	1%
Operating Income (Loss)	379,338	434,549	(55,211)	
Non-Operating Revenue (Expense):				
Passenger Facility Charges	79,159	174,658	(95,499)	-55%
Customer Facility Charges	109,095	-	109,095	#DIV/0!
Gain on Sale of Assets	-	3,493	(3,493)	-100%
Interest Income (Loss)	57,106	50,484	6,623	13%
Ad Valorem Tax Revenue	1,565,735	1,741,692	(175,957)	-10%
Ad Valorem Tax Expense	(1,570,163)	(1,754,588)	184,425	-11%
(Loss) on Disposal of Fixed Assets	-	-	0	#DIV/0!
Interest Expense	-	-	-	#DIV/0!
Total Non-Operating Revenue (Expense)	240,933	215,739	25,193	
Net Income (Loss) Before Depreciation*	620,271	650,289		

* Net Income before capital contributions and transfers

ORLANDO MELBOURNE INTERNATIONAL AIRPORT
Statement of Revenues, Expenditures and Changes in Fund Net Assets
November 30, 2019

	YTD Actual	Annual Budget	% of Budget
Operating Revenues:			
Airline Landing Fees	83,633	410,882	20%
Airline Service Fees	302,461	2,162,952	14%
Land & Bldg Lease Rents	1,406,844	8,359,228	17%
Terminal Rents	38,992	251,071	16%
Parking Lot Fees	327,858	2,053,544	16%
Car Rental Concessions	137,419	1,057,360	13%
Restaurant Concessions	22,729	130,000	17%
Mobile Home Park Rent	317,440	1,881,097	17%
T-Hangar Rentals	18,816	118,081	16%
Operating Grant Revenue	10,860	72,000	15%
Other	54,538	253,599	22%
Total Operating Revenues	2,721,592	16,749,814	16%
Operating Expense:			
Personnel Services	700,161	5,576,662	13%
Contract Services	790,319	5,308,424	15%
Police & Fire Services	188,798	1,128,970	17%
Maintenance and Operations	662,976	5,903,678	11%
Other	-	-	#DIV/0!
Total Operating Expenses	2,342,254	17,917,734	13%
Operating Income (Loss)	379,338	(1,167,920)	
<u>Non-Operating Revenue (Expense):</u>			
Passenger Facility Charges	79,159	1,106,119	7%
Customer Facility Charges	109,095	775,000	14%
Gain on Sale of Assets	-	-	#DIV/0!
Interest Income (Loss)	57,106	174,939	33%
Ad Valorem Tax Revenue	1,565,735	1,963,017	80%
Ad Valorem Tax Expense	(1,570,163)	(1,963,018)	80%
Gain (Loss) on Disposal of Fixed Assets	-	-	#DIV/0!
Interest Expense	-	-	#DIV/0!
Total Non-Operating Revenue (Expense)	240,933	2,056,057	
Net Income (Loss) before			
Depreciation, Transfers, and Capital Contributions	620,271	888,137	
Depreciation Expense	-	-	
Intra Transfer to Airport Capital	-	(862,780)	0%
Net Income (Loss) After Transfers	620,271	25,357	

**Orlando Melbourne International Airport
Top 10 Operating Revenues
11/30/2019**

Rank	Description	YTD FY 2020	FY 20 % of Total Rev	YTD FY 2019	FY 19 % of Total Rev	\$ Change	% Change
1	Airfield Facilities Rental	753,622	28%	714,812	26%	38,810	5%
2	Commercial Business Center Rent	495,883	18%	529,842	19%	(33,959)	-6% A
3	Parking Revenue	327,858	12%	355,812	13%	(27,954)	-8% B
4	Tropical Haven Revenue	314,781	12%	302,490	11%	12,291	4%
5	Ground Handling Revenue	181,091	7%	187,840	7%	(6,749)	-4%
6	Car Rental Concession	137,419	5%	150,843	5%	(13,424)	-9% B
7	Terminal Rent-Airline	136,721	5%	139,585	5%	(2,864)	-2%
8	Hangar Rent	123,903	5%	123,903	5%	-	0%
9	Landing Fees	83,633	3%	85,798	3%	(2,165)	-3%
10	Terminal Concessions	22,729	1%	10,277	0%	12,452	121% C
Total Top 10 Operating Revenue		2,577,640	95%	2,601,202	95%	(23,562)	
Other Operating Revenue		143,952	5%	150,530	5%	(6,578)	-4%
Total Operating Revenue		2,721,592	100%	2,751,732	100%	(30,140)	-1%

A In October 2018, Embraer paid \$39,000 for an early termination for one of the properties lease (early termination fee). This was a non-recurring revenue that was recorded last year.

B The October and November total passenger numbers were 10.2% and 9.1%, or 8,710 total fewer passengers which is reflected in the decline in parking revenue and car rental concession fees.

C Difference is due to timing on when payment was remitted by the concessionaire for November 2018 payment. Only 1 month was paid in FY 19 vs. 2 in FY 20 that is reflected in the November financial statements. On an accrual basis, the concession revenue is as follows:

	FY 20	FY 19	\$ Change	% Change
Terminal Concessions	22,729	21,623	1,106	5.1%
YTD FY 19				

**Orlando Melbourne International Airport
Top 10 Operating Expenses
11/30/2019**

Description	FY 20 %		FY 19 %		\$ change	% change
	YTD FY 2020	Operating Expense	YTD FY 2019	Operating Expense		
1 Personnel	700,161	30%	622,495	27%	77,666	12% A
2 Other Contract Services	547,848	23%	545,469	24%	2,379	0%
3 Fire Services	184,487	8%	190,005	8%	(5,518)	-3%
4 Electric	89,060	4%	94,734	4%	(5,674)	-6%
5 Contractual Employee	87,428	4%	109,527	5%	(22,099)	-20% B
6 Risk Management	63,726	3%	99,573	4%	(35,847)	-36% C
7 Misc Equipment/Furnishings	56,202	2%	18,109	1%	38,093	210% D
8 Consulting Fees	51,574	2%	61,040	3%	(9,466)	-16%
9 Cable TV Expense	46,698	2%	44,015	2%	2,683	6%
10 Solid Waste Disposal	38,280	2%	44,327	2%	(6,047)	-14%
Total Top 10 Operating Expense	1,865,464	80%	1,829,294	79%	(11,099)	-2%
Other Operating Expense	476,790	20%	487,889	21%	(11,099)	-2%
Total Operating Expense	2,342,254	100%	2,317,183	100%	25,071	1%

A Increase is due to the annual cost of living adjustment that went into effect on 10/1 coupled with the airport filling more positions with regular positions vs temps last year (the airport had 4 more positions filled at the end of November than same period prior year).

B In FY 20, the airport reduced the number of temp positions in areas such as accounting which is reflected in the lower contractual employee expense.

C Decrease is due to the revised cost allocation plan that was agreed to with the City of Melbourne in August 2019.

D This expense is for smaller dollar items that do not qualify for capitalization. In FY 19, the airport deferred purchase of a new radio system in order to meet budget savings targets; in FY 20, the airport has proceeded with the purchase of new radios/radio system for the airport police which was approximately \$52,000.

**Orlando Melbourne Int'l Airport
Cash Flow Projection**

12/31/2019

	December-19	January-20	February-20	March-20	April-20	May-20	June-20	July-20	August-20
Beginning Cash Balance	\$ 17,301,800	\$ 18,138,009	\$ 18,133,212	\$ 18,013,159	\$ 17,604,250	\$ 17,175,840	\$ 17,182,412	\$ 17,294,311	\$ 16,695,091
Operating Revenue	2,158,266	1,408,266	1,408,266	1,408,266	1,408,266	1,408,266	1,408,266	1,408,266	1,408,266
Less: Prepaid Rent Recorded as Deferred Revenue	(7,659)	(7,659)	(7,659)	(7,659)	(7,659)	(7,659)	(7,659)	(7,659)	(7,659)
Less: Deferred Rent (Embraer Leases-10 year deferral)	(12,703)	(12,703)	(12,703)	(12,703)	(12,703)	(12,703)	(12,703)	(12,703)	(12,703)
Operating Expense:									
Liability Insurance									
Personnel	(454,258)	(454,258)	(454,258)	(454,258)	(454,258)	(454,258)	(454,258)	(454,258)	(454,258)
Air Service Incentive-TUI			(13,500)	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)
Maintenance and Operations Expense	(904,203)	(908,328)	(904,203)	(904,203)	(904,203)	(904,203)	(904,203)	(904,203)	(904,203)
Net Increase (Decrease) in Cash Flow from Operations	779,443	25,318	15,943	15,943	15,943	15,943	15,943	15,943	15,943
Total Capital Outlay	(105,000)	(280,000)	(1,030,000)	(1,390,000)	(1,613,000)	(1,345,000)	(1,052,000)	(1,437,000)	(1,664,958)
Total Grant Revenue	-	90,000	736,000	762,000	1,005,000	1,170,100	1,005,000	677,000	976,250
PFC Collections (Reimbursement of Eligible Costs)	95,116	94,010	92,904	119,448	96,222	97,328	84,056	85,162	86,268
CFC Collections (Designated for Future Projects)	66,650	65,875	65,100	83,700	67,425	68,200	58,900	59,675	60,450
Net Increase (Decrease) in Cash From Capital	56,766	(30,115)	(135,996)	(424,852)	(444,353)	(9,372)	95,956	(615,163)	(541,990)
Beginning Cash/Investments	17,301,800	18,138,009	18,133,212	18,013,159	17,604,250	17,175,840	17,182,412	17,294,311	16,695,091
Ending Cash/Investments	18,138,009	18,133,212	18,013,159	17,604,250	17,175,840	17,182,412	17,294,311	16,695,091	16,169,044
Emp	20,053	20,876	21,743	20,099	19,736	24,866	20,592	21,115	18,104
Monthly emplanment	8.6%	8.5%	8.4%	10.8%	8.7%	8.8%	7.6%	7.7%	7.8%

**Orlando Melbourne Int'l Airport
Cash Flow Projection
12/31/2019**

Capital Project Expenditures	Proj #	Total Cost	Funding	December-19	January-20	February-20	March-20	April-20	May-20	June-20	July-20	August-20
Obstruction Removal and Lighting	50218	1,225,000	E	(5,000)	(50,000)	(280,000)	(320,000)	(440,000)	(100,000)	(30,000)	(100,000)	(264,958)
PBB 4 and 7 Replacement	50019	2,464,958	E	(100,000)	(150,000)	(500,000)	(450,000)	(400,000)	(300,000)	-	(100,000)	(264,958)
Rehab Terminal-phase 1.4-1.6	50119	3,039,600	D									
ATCT Tower Equipment Relo	50118	1,023,130	D									
ATCT Tower Demo	55019	388,000	D			(80,000)	(100,000)	(58,000)				
Airfield Utilities-GA Dr. & SO Lift	51119	1,400,000	E									
Ground Run Up Enclosure Facility	50319	4,000,000	D			(50,000)	(150,000)	(300,000)	(400,000)	(450,000)	(500,000)	(428,000)
Security System-phase 1	50419	461,959	D					(300,000)	(500,000)	(500,000)	(750,000)	(750,000)
Terminal Transformation (FDOT)	50519	34,000,000	D				(200,000)	(300,000)				
ATCT Construction (FDOT)	50215	300,000	D		(80,000)	(120,000)	(100,000)					
Airplane Deposit Facility	50619	70,000	C									
Taxiway S Improvements-Phase 1	50120	3,400,000	D									
Perimeter Road Rehab	50220	125,000	C				(35,000)	(80,000)	(10,000)			
PBB 5 Replacement	50320	1,669,094	D									
Roof Replacement-1250 Nasa Bldg 219	50420	150,000	C									(150,000)
Aerospace Dr. Lift Station Replace	50520	85,000	C								(37,000)	(37,000)
Tropical Haven Facility Improvements	50620	148,000	C								(35,000)	(35,000)
Equipment Purchases		291,500	C				(35,000)	(35,000)	(35,000)		(50,000)	(35,000)
Total Capital Outlay				(105,000)	(280,000)	(1,030,000)	(1,390,000)	(1,613,000)	(1,345,000)	(1,052,000)	(1,437,000)	(1,664,958)
Grant Revenue												
FAA ENTITLEMENT Grant - Obstruction Removal						49,500	252,000	288,000	396,000	90,000	27,000	61,250
FDOT Grant+OBSTRUCTION REMOVAL					90,000	135,000	450,000	405,000	360,000	270,000	-	90,000
FAA Ent Gnt - PBB 4 & 7												
FDOT Grant-PBB 4 & 7												
FAA Grant 46 Tower Demo								162,000	52,200	11,900		
FDOT Grant-ATCT Demo												
FDOT Grant-ATCT Equip Relo												
FDOT Grant-ATCT Construction						40,000	60,000	50,000	200,000	300,000	400,000	-
FDEO Grant+Ground Run up												
FDOT-Terminal Rehab FY 20 request								100,000	150,000	250,000	250,000	450,000
Total Grant Revenue				-	90,000	736,000	762,000	1,005,000	1,170,100	1,005,000	677,000	976,250

* Note: The expenditure for this project was December 2018 (Tower equipment relocation paid to the FAA) but the 50% reimbursement from FDOT will be made once the final reconciliation from FAA is complete.

** Grant application submitted; grant not awarded yet. 50% grant

ORLANDO MELBOURNE INTERNATIONAL AIRPORT (MLB) MONTHLY ACTIVITY REPORT DECEMBER 2019

	MO CHANGE		YTD CHANGE	
	2019	2018	2019 YTD	2018 YTD
		(%)		(%)
PASSENGERS				
Revenue PAX - Domestic				
Enplaned	20,551	21,743	237,962	235,068
Deplaned	21,251	19,963	233,727	227,554
Total Revenue PAX - Domestic	41,802	41,706	471,689	462,622
		0.2%		2.0%
Revenue PAX - Int'l				
Enplaned	6	143	1,982	2,627
Deplaned	10	369	1,813	2,697
Total Revenue PAX - Int'l	16	512	3,795	5,324
		-96.9%		-28.7%
Non-Revenue PAX				
Enplaned	792	321	9,484	10,628
Deplaned	931	273	9,894	10,666
Total Non-Revenue PAX	1,723	594	19,378	21,294
		190.1%		-9.0%
Total PASSENGERS	43,541	42,812	494,862	489,240
		1.7%		1.1%

CARGO Express/Freight/Sm Parcels (lbs)				
OUT	0	5,735	51,294	94,325
IN	0	2,485	14,257	36,820
		-100.0%		-45.6%
		-100.0%		-61.3%

Total CARGO (lbs)	0	8,220	65,551	131,145
		-100.0%		-50.0%
Cargo in Metric Tons	0	4	30	59

AIRCRAFT OPERATIONS				
Air Carrier	516	470	6,019	5,105
Air Taxi	274	341	3,269	4,014
General Aviation - Itinerant	5,819	5,261	80,729	66,705
General Aviation - Local	2,800	2,921	43,008	39,922
Military	65	46	958	727
		9.8%		17.9%
		-19.6%		-18.6%
		10.6%		21.0%
		-4.1%		7.7%
		41.3%		31.8%

Total OPERATIONS	9,474	9,039	133,983	116,473
		4.8%		15.0%

**Orlando Melbourne International Airport
Police Department
Monthly Activity Report
November 2019**

Police Activity	
TSA Required Checks	
Response to Door & Gate Alarms	255
TSA Assists	2
Perimeter	127
Door inspections	2
SIDA & Secure Area Inspections	240
Gate Inspections	4
Customs Assists / Weapons Check	0
Security Violations	3
Assist to Other Agencies	11
Aircraft Alerts	1
Arrests	0
*Other Incident Reports	571
Traffic / Parking Citations/Warnings	12
Total	1,228
Administrative Action	
Security Badges Issued	152
Parking Permits Issued	13
Total	165



Renee Purden
Chief of Police

* Other incident reports may include: Citizen Assists, Officer Stand By, Suspicious Incidents, Vehicle Crash Reports, and Disturbance

Special Detail

11/13/19 Case # 19-345- S-15 Governor Detail went well with no incident.

Security Violation(s):

11/02/19 Case # 19-338- Subject attempted to enter the N377V gate with an expired badge.

11/15/19 Case # 19-349- TSA screening area / checkpoint: subject (employee) was allowed to pass through without a SIDA badge or airline ticket..

**Orlando Melbourne International Airport
Police Department
Monthly Activity Report
December 2019**

Police Activity	
TSA Required Checks	
Response to Door & Gate Alarms	220
TSA Assists	4
Perimeter	111
Door inspections	5
SIDA & Secure Area Inspections	207
Gate Inspections	2
Customs Assists / Weapons Check	2
Security Violations	3
Assist to Other Agencies	13
Aircraft Alerts	0
Arrests	0
*Other Incident Reports	475
Traffic / Parking Citations/Warnings	1
Total	1043
Administrative Action	
Security Badges Issued	170
Parking Permits Issued	5
Parking Permit Renewals	179
Total	354



 209

**Renee Purden
Chief of Police**

* Other incident reports may include: Citizen Assists, Officer Stand By, Suspicious Incidents, Vehicle Crash Reports, and Disturbance

Special Detail

Neighboring agencies conducted K9 patrols and training during the month.

Security Violation(s):

12/5/19 Case #19-372 –Subject attempted to enter the airfield without authorization via STS, badge was expired and confiscated.

12/6/19 case#19-376- Subject failed to allow a gate to close and drove thru N386V escorting another vehicle and then failed to badge in properly.

12/21/19 case#19-395- Subject attempted to gain entry into-N377V with an expired badge. Badge was confiscated.