



MELBOURNE AIRPORT AUTHORITY BOARD MEETING

AGENDA

July 15, 2020 at 8:30 AM

Combined July/August meeting

Orlando Melbourne International Airport Terminal

Pledge of Allegiance

Roll Call

Airport Announcements

Action Items

Approval of the minutes of the June 24, 2020 regularly scheduled Board Meeting.

Item A-1 Recommendation to Approve Resolution 07-20 Florida Department of Transportation Grant for the Terminal Renovation and Expansion Project.

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

	Original Amount	Amendment	Revised Amount
FDOT	\$ 3,093,954.00	\$ 3,000,000.00	\$ 6,093,954.00
MAA	\$ 3,093,954.00	\$ 3,000,000.00	\$ 6,093,954.00
Total Funding	\$ 6,187,908.00	\$ 6,000,000.00	\$ 12,187,908.00

This grant is a 50/50 match grant.

Staff recommends approval of Resolution 07-20 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-2 Recommendation to Award Phases 2E, 2F, 2H of Work to The Haskell Company/RS&H/Kinley Team Under Its Progressive Design/Build Contract for the Terminal Renovation and Expansion Project in an Amount Not-To-Exceed \$626,261.

As grant funding continues to be secured, Airport staff is seeking additional approvals from the Airport Authority Board in awarding segments of a Progressive Design/Build contract with The Haskell Company/RS&H/Kinley team for the Terminal Renovation and Expansion Project.

Through our Operating Agreement with TUI and based upon operational requirements of other carriers, MLB must add terminal space for passenger queuing, gate hold areas, and ground transportation staging. This has prompted staff to begin the design work necessary for expansion of the concourse and further alignment to the Federal Inspection Station (FIS). This work is further justified by the distancing requirements associated with the COVID-19 pandemic.

The phased progression of the contract is listed below. Staff is requesting approval of phases 2E, 2F, 2H of work for the Concourse, FIS Queuing, and the Welcome/Ground Transportation Center:

Previously approved

Phase 1	Planning & Programming (Total)	45 days from NTP	\$ 1,257,000
Phase 2A	Schematic Design (Ticketing)	55 days from NTP	\$ 225,000
Phase 2B	Schematic Design (Baggage Screening)	55 days from NTP	\$ 350,000
Phase 2C	Schematic Design (Security Checkpoint)	55 days from NTP	\$ 575,000
Phase 2D	Schematic Design (Baggage Claim)	55 days from NTP	\$ 350,000
Phase 2G	Apron Design - Complete	50 days from NTP	\$ 650,797

Under Board Consideration

Phase 2E	Schematic Design (Concourse)	55 days from NTP	\$ 330,000
Phase 2F	Schematic Design (FIS Queuing)	55 days from NTP	\$ 150,000
Phase 2H	Schematic Design (Welcome/Trans)	55 days from NTP	\$ 146,261
TOTAL			\$ 626,261

The total design costs with pre-construction services are within the industry average range for professional services at just under 12 percent of the construction budget.

A grant by the Florida Department of Transportation (FDOT) has been awarded in the amount of \$6,093,954 (including the Amendment in Item A-1) with a local match.

Federal Aviation Administration (FAA) grants for \$6,373,000 as part of our entitlement funds, \$4,444,444 for supplemental funds and \$6,000,000 for discretionary funds have been submitted and are awaiting final approval. All three federal grants are 100 percent grants.

Staff recommends approval of the award to The Haskell Company/RS&H/Kinley for the Progressive Design/Build of the Terminal Renovation and Expansion Project and to approve Phases 2E, 2F and 2H at this time in an amount not-to-exceed \$626,261 and authorization for the Executive Director to execute said agreement on behalf of Authority.

Item A-3 Recommendation to Approve a Task Order to Building Management Systems, Inc., Under Its Continuing Services Contract, for the Tropical Haven Community Center Reroofing Project in an amount not to exceed \$153,491.

The roof at the Tropical Haven Community Center is more than 25 years old. Leaks have been noticed for the last nine months and temporary fixes have been performed. A previous proposal last November to replace the roof was over the budget so the replacement was deferred. With the recent weather, more leaks have developed that can no longer be repaired. Staff contacted one of the contractors that is under contract for options on replacing the roof. Through value engineering, Building Management Systems, who came up with the re-roof approach for the Northrop Grumman Building 219 roof, provided a solution that was within our current budget and provides a standard 20-year roof warranty.

Staff recommends approval of the Task Order to Building Management Systems for the Tropical Haven Community Center Reroofing Project in an amount not-to-exceed \$153,491 and authorization for the Executive Director to execute said agreement on behalf of the Authority.

Item A-4 Recommendation to Approve the Fifth Amendment to Lease Agreement with Embraer Aircraft Holding, Inc.

Embraer currently has approximately 105 acres under option. This amendment would extend Embraer Aircraft Holding, Inc.'s (EAH) option period for approximately 69 acres of aeronautical land until February 28, 2023, without additional fees. This extension will facilitate future master planning of the EAH campus to include additional aerospace services and manufacturing facilities. In exchange for the option extension, EAH will be returning approximately 36 acres to the Airport inventory, which will be available for lease to a future or existing tenant.

Staff recommends approval of the Fifth Amendment to Lease Agreement with Embraer Aircraft Holding, Inc., and authorization for the Executive Director to execute said amendment on behalf of the Authority.

Item A-5 Recommendation to Approve Resolution 06-20 Approving the Airport Operating and Capital Budget for the Fiscal Year Beginning October 1, 2020 and Ending September 30, 2021.

During the June board meeting, staff presented the fiscal year 2020-2021 budget and distributed the Budget Book along with the Executive Director's memorandum. Attached is a copy of Resolution 06-20, recommending approval of the budget to appropriate and allocate all revenue and expenses of the airport for the next fiscal year that will be forwarded to city council for adoption after board approval.

Staff recommends approval of Resolution 6-20, recommending the appropriation and allocation of all revenue and expenses of the airport for the fiscal year, beginning October 1, 2020, and ending September 30, 2021, that will be forwarded to city council for adoption after board approval.

Discussion Items**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
May 31, 2020

	Year To Date Actual			
	5/31/2020	5/31/2019	\$ change	% change
Operating Revenue				
Airline Landing Fees	361,570	411,454	(49,884)	-12%
Airline Service Fees	1,335,992	1,442,304	(106,313)	-7%
Land & Bldg Lease Rents	5,743,600	5,479,659	263,941	5%
Terminal Rents	155,970	152,983	2,987	2%
Parking Lot Fees	911,369	1,241,887	(330,519)	-27%
Car Rental Concessions	614,717	710,337	(95,620)	-13%
Restaurant Concessions	79,655	92,972	(13,317)	-14%
Mobile Home Park Rent	1,268,438	1,344,070	(75,633)	-6%
T-Hangar Rentals	76,318	74,524	1,794	2%
Operating Grant Revenue	37,980	50,747	(12,767)	-25%
Other	268,281	212,173	56,109	26%
Total Operating Revenues	10,853,890	11,213,111	(359,221)	-3%
Operating Expense:				
Personnel Services	3,243,822	3,037,433	206,389	7%
Contract Services	3,133,038	3,532,425	(399,387)	-11%
Police & Fire Services	747,493	761,648	(14,154)	-2%
Maintenance and Operations	2,303,461	3,252,377	(948,917)	-29%
Other	8,826	-	8,826	#DIV/0!
Total Operating Expenses	9,436,641	10,583,884	(1,147,243)	-11%
Operating Income (Loss)	1,417,249	629,227	788,022	
Non-Operating Revenue (Expense):				
Passenger Facility Charges	549,469	700,493	(151,023)	-22%
Customer Facility Charges	457,287	40,686	416,601	1024%
Gain on Sale of Assets	4,762	4,248	514	12%
Interest Income (Loss)	210,053	219,312	(9,259)	-4%
Ad Valorem Tax Revenue	1,538,248	1,741,692	(203,445)	-12%
Ad Valorem Tax Expense	(1,544,986)	(1,754,588)	209,602	-12%
(Loss) on Disposal of Fixed Assets	-	-	0	#DIV/0!
Interest Expense	-	-	-	#DIV/0!
Total Non-Operating Revenue (Expense)	1,214,833	951,843	262,990	
Net Income (Loss) Before Depreciation*	2,632,082	1,581,070		

* Net Income before capital contributions and transfers

ORLANDO MELBOURNE INTERNATIONAL AIRPORT
Statement of Revenues, Expenditures and Changes in Fund Net Assets
May 31, 2020

	YTD Actual	Annual Budget	% of Budget
Operating Revenues:			
Airline Landing Fees	361,570	410,882	88%
Airline Service Fees	1,335,992	2,162,952	62%
Land & Bldg Lease Rents	5,743,600	8,333,664	69%
Terminal Rents	155,970	251,071	62%
Parking Lot Fees	911,369	2,053,544	44%
Car Rental Concessions	614,717	1,057,360	58%
Restaurant Concessions	79,655	130,000	61%
Mobile Home Park Rent	1,268,438	1,881,097	67%
T-Hangar Rentals	76,318	118,081	65%
Operating Grant Revenue	37,980	72,000	53%
Other	268,281	253,599	106%
Total Operating Revenues	10,853,890	16,724,250	65%
Operating Expense:			
Personnel Services	3,243,822	5,576,662	58%
Contract Services	3,133,038	5,308,424	59%
Police & Fire Services	747,493	1,128,970	66%
Maintenance and Operations	2,303,461	5,903,678	39%
Other	8,826	-	#DIV/0!
Total Operating Expenses	9,436,641	17,917,734	53%
Operating Income (Loss)	1,417,249	(1,193,484)	
<u>Non-Operating Revenue (Expense):</u>			
Passenger Facility Charges	549,469	1,106,119	50%
Customer Facility Charges	457,287	775,000	59%
Gain on Sale of Assets	4,762	-	#DIV/0!
Interest Income (Loss)	210,053	174,939	120%
Ad Valorem Tax Revenue	1,538,248	1,963,017	78%
Ad Valorem Tax Expense	(1,544,986)	(1,963,018)	79%
Gain (Loss) on Disposal of Fixed Assets	-	-	#DIV/0!
Interest Expense	-	-	#DIV/0!
Total Non-Operating Revenue (Expense)	1,214,833	2,056,057	
Net Income (Loss) before			
Depreciation, Transfers, and Capital Contributions	2,632,082	862,573	
Depreciation Expense	-	-	
Intra Transfer to Airport Capital	-	(862,780)	0%
Net Income (Loss) After Transfers	2,632,082	(207)	

Orlando Melbourne International Airport
Top 10 Operating Revenues
5/31/2020

Rank	Description	YTD FY 2020	FY 20 % of Total Rev	YTD FY 2019	FY 19 % of Total Rev	\$ Change	% Change
1	Airfield Facilities Rental	3,045,707	28%	2,880,534	26%	165,173	6% A
2	Commercial Business Center Rent	2,027,530	19%	1,998,937	18%	28,593	1%
3	Tropical Haven Revenue	1,256,880	12%	1,332,013	12%	(75,133)	-6% B
4	Parking Revenue	911,369	8%	1,241,887	11%	(330,518)	-27% C
5	Ground Handling Revenue	774,259	7%	834,900	7%	(60,641)	-7% C
6	Car Rental Concession	614,717	6%	710,337	6%	(95,620)	-13% C
7	Terminal Rent-Airline	574,828	5%	607,254	5%	(32,426)	-5% C
8	Hangar Rent	495,613	5%	495,613	4%	-	0%
9	Landing Fees	361,570	3%	411,454	4%	(49,884)	-12% C
10	Terminal Concessions	79,655	1%	92,972	1%	(13,317)	-14% C
Total Top 10 Operating Revenue		10,142,128	93%	10,605,901	95%	(463,773)	
Other Operating Revenue		711,762	7%	607,210	5%	104,552	17% D
Total Operating Revenue		10,853,890	100%	11,213,111	100%	(359,221)	-3%

A Increase is due to new leases executed in FY 20, contractual rate adjustments, and the lease of new facilities by existing airport tenant.

B Decrease is due to the lapsing of the Capital Improvement Fee (\$25 per lot which was in effect from January 2019 through September 2019).

C Decrease reflects impacts of the Covid 19 recession which started in mid-March. Some of the revenue declines are immediate (such as parking) while there is a lag in others (such as landing fees) due to either reporting or a lag in when the changes went into effect.

D Primary increase due to receipt of \$44k from Gray Robinson that was held as part of the bankruptcy proceeding for the russian 747 that was abandoned at MLB; in addition, taxi/TNC trip fees were implemented in FY 20 which resulted in \$27k revenue increase.

Orlando Melbourne International Airport
Top 10 Operating Expenses
5/31/2020

Description	YTD FY 2020	FY 20 % Operating Expense	YTD FY 2019	FY 19 % Operating Expense	\$ change	% change
1 Personnel	3,243,822	34%	3,031,092	29%	212,730	7% A
2 Other Contract Services	1,950,065	21%	2,224,605	21%	(274,540)	-12% B
3 Fire Services	736,448	8%	745,737	7%	(9,289)	-1%
4 Contractual Employee	377,643	4%	499,932	5%	(122,289)	-24% C
5 Electric	305,534	3%	335,274	3%	(29,740)	-9%
6 Consulting Fees	301,879	3%	364,001	3%	(62,122)	-17%
7 Risk Management	254,904	3%	398,291	4%	(143,387)	-36% D
8 Cable TV Expense	190,403	2%	181,429	2%	8,974	5%
9 Outside Counsel Fees	184,391	2%	229,074	2%	(44,683)	-20%
10 Repair & Maint-A/C	127,632	1%	62,078	1%	65,554	106% E
Total Top 10 Operating Expense	7,672,721	81%	8,071,513	76%		
Other Operating Expense	1,763,920	19%	2,512,371	24%	(748,451)	-30% F
Total Operating Expense	9,436,641	100%	10,583,884	100%	(1,147,243)	-11%

A Increase is primarily due to pay increases and the implementation of the revised pay plan that went into effect October 1, 2019; in addition, airport has filled more vacant positions this year vs. last year (note decrease in contractual employee).

B Decrease is due to decrease in amount paid to Menzies for Ground Handling due to reduction in activity for March-May. The cost reductions realized by Menzies due to lower staffing costs have been passed on to the airport.

C This expense fluctuates based on when temporary employees are used compared to regular employees; more full time positions were filled with regular staff compared to FY 19.

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

E Increase is due to a new maintenance contract that was executed in October 2019. This contract focuses on preventive maintenance to extend the lives of airport air conditioning systems and to avoid unscheduled repairs. The contract has an a/c technician on site during normal business hours and frees up airport staff for other duties.

F Primary reason for the decrease--in FY 19 MLB had marketing incentives that were paid to Porter Airlines as part of the Air Service Incentive Plan (ASIP); in FY 20, no airlines have qualified for the ASIP so MLB has had no expense.

Orlando Melbourne Int'l Airport
Cash Flow Projection
6/30/2020

	June-20	July-20	August-20	September-20	October-20	November-20	December-20	January-21	February-21	March-21	April-21	May-21
Beginning Cash Balance	\$ 20,786,702	\$ 21,516,308	\$ 20,177,376	\$ 18,402,359	\$ 22,827,948	\$ 22,818,542	\$ 20,942,674	\$ 23,485,431	\$ 23,806,570	\$ 23,936,442	\$ 26,269,561	\$ 26,624,552
Operating Revenue	1,408,266	1,408,266	1,408,266	1,408,266	1,181,980	1,181,980	1,181,980	1,537,142	1,181,980	1,181,980	1,181,980	1,181,980
Less: COVID 19 Impacts-Operating Revenues	(283,824)	(320,696)	(295,958)	(286,636)								
Plus: CARES Grant	1,715,100			2,230,000			2,250,000			2,250,000		
Less: Prepaid Rent Recorded as Deferred Revenue	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)
Plus: Monthly Collections Ad Valorem Tax	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988
Operating Expense:												
Liability Insurance			(52,535)									
Personnel	(454,258)	(454,258)	(454,258)	(454,258)	(461,906)	(461,906)	(461,906)	(461,906)	(461,906)	(461,906)	(461,906)	(461,906)
Tui Transition Consultant	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)	(13,500)
Maintenance and Operations Expense	(844,203)	(864,203)	(869,203)	(874,203)	(852,077)	(2,815,095)	(852,077)	(852,077)	(852,077)	(852,077)	(852,077)	(852,077)
Net Increase (Decrease) in Cash Flow from Operations	1,634,297	(137,675)	(170,472)	2,116,385	(38,787)	(2,001,805)	2,211,213	316,375	(38,787)	2,211,213	(38,787)	(38,787)
Total Capital Outlay	(2,319,989)	(2,090,240)	(2,069,051)	(1,633,849)	(1,053,942)	(437,000)	(487,000)	(537,000)	(437,000)	(380,484)	(57,000)	(57,000)
Total Capital Grant Revenue	1,384,639	804,268	416,502	3,877,480	1,021,202	500,000	754,789	487,000	537,000	437,000	380,484	20,000
PFC Collections (Reimbursement of Eligible Costs)	92,904	119,448	96,222	97,328	35,520	35,988	36,455	31,314	39,259	37,390	40,194	40,194
CFC Collections (Designated for Future Projects)	65,100	83,700	67,425	68,200	26,600	26,950	27,300	23,450	29,400	28,000	30,100	30,100
Less: COVID 19 Impacts-Capital Revenues	(127,345)	(118,433)	(115,643)	(99,955)								
Net Increase (Decrease) in Cash From Capital	(904,691)	(1,201,257)	(1,604,545)	2,309,204	29,380	125,938	331,544	4,764	168,659	121,906	393,778	33,294
Beginning Cash/Investments	20,786,702	21,516,308	20,177,376	18,402,359	22,827,948	22,818,542	20,942,674	23,485,431	23,806,570	23,936,442	26,269,561	26,624,552
Ending Cash/Investments	21,516,308	20,177,376	18,402,359	22,827,948	22,818,542	20,942,674	23,485,431	23,806,570	23,936,442	26,269,561	26,624,552	26,619,059

Orlando Melbourne Int'l Airport
Cash Flow Projection - Capital Exp and Grant Revenue
6/30/2020

Capital Project Expenditures	Proj #	Total Cost	June-20	July-20	August-20	September-20	October-20	November-20	December-20	January-21	February-21	March-21	April-21	May-21
Obstruction Removal and Lighting	50218	1,225,000	(28,000)	(280,000)	(320,000)	(228,052)								
PBB 4 and 7 Replacement	50019	2,464,958	(1,488,488)	(500,000)	(371,051)			-						
ATCT Tower Demo	55019	388,000	(52,874)	(87,960)										
Airfield Utilities-GA Dr. & SO Lift	51119	1,400,000												
Ground Run Up Enclosure Facility	50319	4,000,000	(150,000)	(300,000)	(400,000)	(450,000)	(500,000)	(400,000)	(450,000)	(500,000)	(400,000)	(343,484)		
Security System-phase 1	50419	461,959												
Terminal Exp-Public Space	50519	28,000,000	(307,749)	(550,000)	(500,000)	(750,000)	(553,942)	(37,000)	(37,000)	(37,000)	(37,000)	(37,000)	(37,000)	(37,000)
Terminal Exp-Apron	54219	6,000,000		(250,000)	(300,000)	(100,797)								
ATCT Construction (FDOT)	50215	300,000	(50,000)	(50,000)										
Airplane Deposit Facility	50619	70,000												
Taxiway S Improvements-Phase 1	50120	3,400,000												
Perimeter Road Rehab	50220	125,000												
PBB 5 Replacement	50320	1,669,094												
Roof Replacement-1250 Nasa Bldg 219	50420	150,000	(150,000)											
Aerospace Dr. Lift Station Replace	50520	85,000				(85,000)								
Tropical Haven Facility Improvements	50620	148,000			(148,000)									
Northside Expansion	54120	12,444,576												
Northside Exp-St. Michael Pl Ext	54220	10,080,000	(60,000)	(50,000)	(30,000)	(20,000)	-	-	-	-	-	-	(20,000)	(20,000)
Northside Exp-T/W M Ext	54320													
Northside Exp-Infrastructure Dev	54420													
Equipment Purchases		291,500	(32,878)	(22,280)										
Total Capital Outlay			(2,319,989)	(2,090,240)	(2,069,051)	(1,633,849)	(1,053,942)	(437,000)	(487,000)	(537,000)	(437,000)	(380,484)	(57,000)	(57,000)
Grant Revenue														
FAA ENTITLEMENT Grant - Obstruction Removal				277,200		288,000	205,247	-	-					
FDOT Grant-OBSTRUCTION REMOVAL					15,400		27,403	-	4,847	-				
FAA Ent Grnt - PBB 4 & 7			1,339,639	450,000	-	333,946	-	-	-	-	-	-		
FDOT Grant-PBB 4 & 7				74,424		25,000	18,553							
FAA Grant 46 Tower Demo			45,000			79,164	-	-						
FDOT Grant-ATCT Demo				2,644		4,398		-						
FDOT Grant-ATCT Equip Relo					182,540	328,960								
FDOT Grant ATCT Construction					25,000	25,000		-	-	-	-	-		
FDEO Grant-Ground Run up						1,406,516		500,000	400,000	450,000	500,000	400,000	343,484	-
TERMINAL EXPANSION GRANTS														
FDOT-Terminal Rehab FY 20 (438452-1-94-03--\$3,093,954)**														
FDOT-Terminal Rehab FY 21 (XXXXXXX-1-94-03--\$3,000,000)**														
FAA Entitlements Term Rehab FY 20-FY 22 (\$6,373,000)***						1,440,058	750,000		349,942	-	-	-	-	-
FAA Supplemental Term Rehab - FY 20 (\$4,444,444)***														
FAA Discretionary PBBs (2) - FY 20 (\$3,000,000)***										37,000	37,000	37,000	37,000	
FAA Discretionary Ramp - FY 20 (\$6,000,000)***														
NORTHSIDE EXPANSION GRANTS														
FDEO		3,922,132												
FDOT		283,000			110,000	30,000	20,000	-	-	-	-	-	-	20,000
Total Grant Revenue			1,384,639	804,268	416,502	3,877,480	1,021,202	500,000	754,789	487,000	537,000	437,000	380,484	20,000

* 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.

** Grants awarded Feb 20 & July 20; 50% grant

***Grant expected to be awarded August 2020; entitlement grant award is paid out over 3 years



One Air Terminal Parkway
Suite 220
Melbourne, FL 32901 USA
MLBair.com

RESOLUTION NO. 6-20

A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY, BREVARD COUNTY, FLORIDA, MAKING APPROPRIATIONS FOR THE PAYMENT OF OPERATING EXPENSES, AND CAPITAL OUTLAY OF THE AIRPORT FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021

WHEREAS, under the provision of City of Melbourne Code of Ordinances, Section 6-101, the Airport Authority is required annually to prepare and adopt by Resolution a detailed Budget of the estimated income and expenditures for operation and maintenance of the Airport and Aviation and other facilities of the Airport during the succeeding fiscal year, and

WHEREAS, on July 15, 2020, at a Regular Meeting of the Airport Authority, the Executive Director presented his recommended Budget for review and consideration of the Authority.

BE IT RESOLVED BY THE CITY OF MELBOURNE AIRPORT AUTHORITY, MELBOURNE, BREVARD COUNTY, FLORIDA:

SECTION 1: The combined operating and capital projects budget for the fiscal year 2020-2021 is \$25,728,775.

SECTION 2: This resolution shall become effective immediately upon its adoption in accordance with the Charter of the City of Melbourne.

SECTION 3: This resolution was duly adopted at a regular meeting of the Melbourne Airport Authority on the 15th Day of July, 2020.

Operating Fund Budget

Revenues

Operating	\$ 24,569,181
Investing	197,221
PFC	467,373
CFC	350,000
Appropriations From Prior Year Surplus	<u>-</u>
Total Revenues	<u><u>\$25,583,775</u></u>

Expenses

Personal Services	\$ 5,542,866
Operating	11,321,860
City Allocations	1,927,508
Capital Outlay (M&E)	69,900
Intra to Airport Capital Reserve	6,576,641
Intra to Airport CIP	<u>145,000</u>
Total Expenses	<u><u>\$25,583,775</u></u>

Capital Projects Fund Budget

Revenues

FAA	\$ -
State	-
MAA	<u>145,000</u>
Sub total	145,000
Capitalized Maintenance - MAA	<u>-</u>
Total Capital Projects Revenue	<u><u>\$ 145,000</u></u>

Expenditures

Improvements Other than Buildings	<u>\$ 145,000</u>
Total Capital Projects Expenditures	<u><u>\$ 145,000</u></u>

Summary of Operating and Capital Project Budgets

Operating Fund Budget	\$ 25,583,775
Capital Projects Fund Budget	<u>\$ 145,000</u>
Total Budget	<u><u>\$25,728,775</u></u>

SECTION 4: This Resolution, together with the Melbourne International Airport Budget is in such form and contains such content that it substantially meets the requirements of the City Charter, and is hereby submitted to the Melbourne Airport Authority for approval.

SECTION 5: The various revenues and expenditures are appropriated in accordance with the above schedule and subject to the approval of City Council in its final form.

SECTION 6: This Resolution was duly passed at a Regular Meeting of the City of Melbourne Airport Authority on the 15th day of July 2020.

BY: _____
Jack L. Ryals, Chairman
Melbourne Airport Authority

ATTEST:

Greg Donovan, A.A.E.
Executive Director



One Air Terminal Parkway
Suite 220
Melbourne, FL 32901 USA
MLBair.com

RESOLUTION NO. 7-20

A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY, BREVARD COUNTY, FLORIDA, AMENDING THE "JOINT PARTICIPATION AGREEMENT" FOR THE TERMINAL BUILDING IMPROVEMENTS PROJECT WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) PROVIDING FOR THE FINANCIAL PARTICIPATION BY THE DEPARTMENT OF TRANSPORTATION IN CERTAIN AIRPORT IMPROVEMENT PROJECTS AT THE MELBOURNE INTERNATIONAL AIRPORT

WHEREAS, the City of Melbourne Airport Authority has requested financial participation by the State of Florida Department of Transportation in certain Airport improvement projects, and

WHEREAS, the State Department of Transportation had previously approved a grant amount of \$3,093,954.00 has approved the request for financial assistance and agrees to increase the maximum participation in the amount by \$3,000,000.00 for a total grant amount of \$6,093,954.00 upon the terms and conditions stated in said agreement.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MELBOURNE AIRPORT AUTHORITY AS FOLLOWS:

SECTION 1. That the City of Melbourne Airport Authority, Brevard County, Florida, agree to amend a "Joint Participation Agreement" with the State of Florida Department of Transportation providing for assistance by the State in the form of a Grant in the amount not to exceed \$3,000,000.00 upon the terms and conditions stated in said agreement.

SECTION 2. That Jack L. Ryals, Chairman, is hereby to execute on behalf of the City of Melbourne Airport Authority, and Gregory Donovan, Executive Director, is hereby authorized and directed to impress the official seal of the City of Melbourne Airport Authority, Brevard County, Florida, and attest said execution.

SECTION 3. That the City of Melbourne Airport Authority, Brevard County, Florida, expresses its sincere appreciation to the State Department of Transportation for the above grant and pledges its continued support and cooperation in the improvement and development of the Melbourne International Airport as a vital link in the State's Transportation System.

SECTION 4. This Resolution was duly passed at a regular meeting of the Melbourne Airport Authority, Brevard County, Florida, on the 15th Day of July 2020.

BY: _____
Jack L. Ryals, Chairman
Melbourne Airport Authority

ATTEST:

Greg Donovan, Executive Director

**Orlando Melbourne International Airport
Police Department
Monthly Activity Report
June 2020**

Police Activity	
TSA Required Checks	
Response to Door & Gate Alarms	318
TSA Assists	0
Perimeter	191
Door inspections	7
SIDA & Secure Area Inspections	371
Gate Inspections	4
Customs Assists / Weapons Check	0
Security Violations	2
Assist to Other Agencies	18
Aircraft Alerts	0
Arrests	2
*Other Incident Reports	531
Traffic / Parking Citations/Warnings	3
K9 training & patrols	1
Total	1,448
Administrative Action	
Security Badges Issued	109
Parking Permits Issued	2
Total	111



 209

Renee Purden
Chief of Police

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

Special Details:

K9 training details from neighboring agencies

Arrests:

06/21/20 – 20-173 Traffic stop at Nasa/ Evans, subject was arrested for Habitual DWLS.

06/30/20 – 20-180 During an area check of the Railroad tracks, contact was made with a subject. A Teletype check revealed that he was wanted for VOP out of BCSO. Subject was arrested and turned over to BCSO jail van.

Security Violations:

06/20/20 – 20-170 Subject tried to enter (Lot 3) with an expired SIDA badge.

06/26/20 – 20-176 Subject tried to enter the 220V gate with a deactivated badge.

Project Status Update Report: July 2020

Air Traffic Control Tower:

Description: This project is a new air traffic control tower to replace the existing tower. Once complete, the existing tower will be demolished.

Designer: AEC/CTBXaviation

Contractor/CM: Walbridge

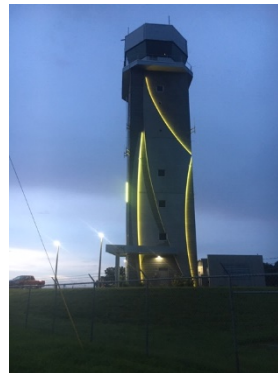
Construction Costs: \$5,895,724 (Anticipated increase of \$1,200,000 for FAA Reimbursable agreement and old tower demo)

Award Date: December 6, 2016

Completion Date: FAA move-in date: October 2019, (Final completion & tower demo: July 2020)

Status: Site work is complete. Access control work nearing completion. Expecting all work to be complete this month. Closeout is by the end of this month.

Photos:



Terminal Renovation and Expansion:

Description: In November, TUI announced that they would be flying into the Orlando Melbourne International Airport beginning in the first quarter of 2022. Terminal renovation must be completed prior to their arrival. Areas within the terminal affect by TUI flights include ticketing, baggage handling, security checkpoints, concessions, international concourse, baggage claim, Customs and Border Protection and new boarding bridges.

Designer: VHB (Space Planning only)

Contractor: TBD

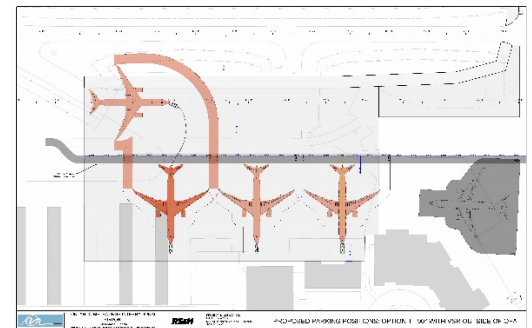
Total Project Costs: \$40,000,000

Award Date: April 22, 2020

Completion Date: March 2022

Status: Haskell working on setting up Stakeholder meeting for July 16th for CBP. The rest of the stakeholder meeting to be set for the 21st & 22nd. Survey of the airside for the apron is complete and design work has started. Geo-tech of the airside has begun. 3-D scanning of the building is complete.

Photos:



International Passenger Boarding Bridges:

Description: As part of the Terminal Renovation and Expansion Project, a minimum of two passenger boarding bridges will be required at the international concourse.

Designer: TBD

Design/Builder: Aero Bridgeworks

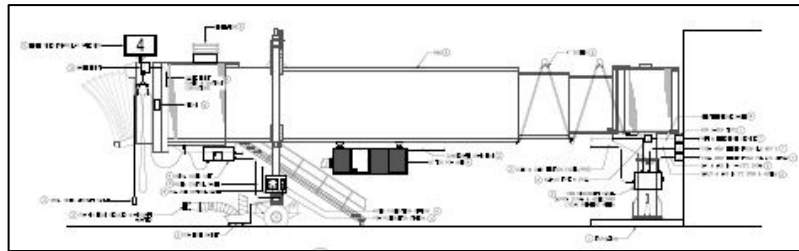
Total Project Costs: \$3,000,000 Budget (100% FAA)

Award Date: June 2020

Completion Date: November 2021

Status: Still on hold until we hear from the FAA on the supplemental grant. Still looking to begin until October.

Photos:



Ground Run-Up Enclosure:

Description: This facility is an enclosure to allow tenants to perform maximum power engine run-ups with little or no noise impact to the surrounding community. A siting study is to be performed for best location of the Ground Run-Up Enclosure (GRE) before the design and construction can begin. The location will be at or near the area designated on the Master Plan.

Designer: Atkins (Siting and Criteria Package Only)

Design/Builder: TBD

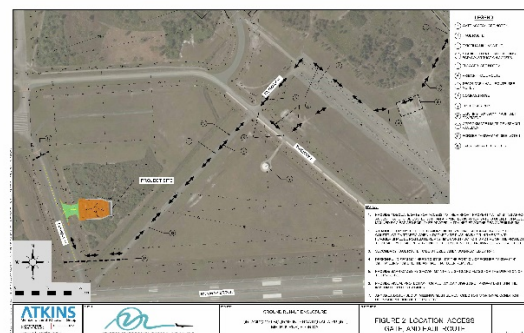
Total Project Costs: \$4,000,000 (100% Grant funded by the Florida Department of Economic Opportunity)

Award Date: May 2019

Completion Date: February 2021

Status: Permit received from the City Building Department. Contractor set to mobilize the week of July 13th. Project completion is next March 2021.

Photos:



Passenger Boarding Bridges 7 and 4 Replacement:

Description: The Melbourne Airport Authority has begun replacing the Passenger Boarding Bridges (PBB's) with PBB #1 in 2015 and PBB #2 in 2017. This year, 2 bridges will be replaced – PBB #7 and PBB #4. Sea coast conditions have accelerated the deterioration of the PBB's causing replacement earlier than their 15-year life expectancy. FAA has accepted the accelerated deterioration and is funding 95% of their replacement. Replacement is being determined based on criteria which ranks the next PBB for replacement.

Designer: TBD

Design/Builder: Aero Bridgeworks

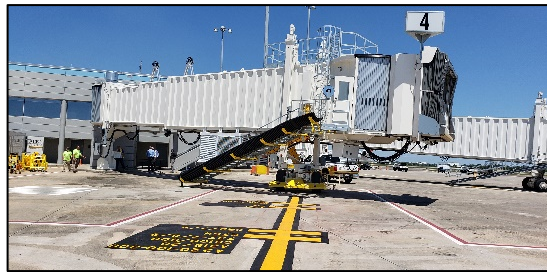
Total Project Costs: \$2,392,216 (90% FAA, 5% FDOT, 5% MAA)

Award Date: May 2019

Completion Date: June 2020

Status: Both bridges are complete and operational. Still waiting on parts from JBT to complete punch list. Expected by the end of the month. Need to set up extended maintenance agreement. Price was included with bid, but FAA would not cover.

Photos:



Obstruction Removal and Lighting:

Description: Runway obstructions have been identified in the FAA 139 inspections. These obstructions consist mostly of trees and vegetation from Runway Protection Zones, Object Free Areas, and 7:1 Transitional Zones of RW 9L/27R, RW 9R/27L & RW 5/23. Project includes approximately ± 154 acres of vegetation, miscellaneous trees, and 15-20 L-810 obstruction lights. Operations has performed a majority of the vegetative clearing for this past year's inspection on RW 9R-27L. Obstruction lighting will be placed on buildings within the airport property as identified in the approved Master Plan.

Designer: C&S

Contractor: KCF Site Development

Total Project Costs: \$1,059,977.10 (90% FAA, 5% FDOT, 5% MAA)

Award Date: May 2019

Completion Date: August 2020

Status: Area 1 nearing completion. Mulch removal has been slow. Area 2 work continues with about 90 percent of the material taken down. Area 3 ready to begin within the next two weeks. Project is still hampered by the rains and heavy equipment access. Project completion is expected in August.

Photos:

