



MELBOURNE AIRPORT AUTHORITY

***Terminal Design and Architectural Layout Workshop***

October 7, 2020 at 10:00 AM

Orlando Melbourne International Airport Terminal

Present via telephone: Mr. Jack L. Ryals, Chairman  
Mayor Kathy Meehan, Vice Chairman  
The Honorable Tim Thomas Councilmember  
Mr. William C. Potter, Member  
Mr. Scott Mikuen, Member  
Mr. Michael Fischer, Member  
Mr. Adam Bird, Airport Attorney  
Mr. Greg Donovan, A.A.E., Executive Director  
Mr. Mark Busalacchi, Director of Business Development  
Mr. Cliff Graham, C.M., Director of Operations and Maintenance  
Ms. Melissa Naughton, C.M., Assistant Director of Business Development  
Mr. Mike O'Dell, C.P.A., Director of Finance and Administration  
Mr. David Perley, A.I.C., Director of Capital Improvements

Excused: The Honorable Debbie Thomas, Councilmember

**Pledge of Allegiance**

**Roll Call**

Roll call taken by Ms. Tammy Till, Board Secretary. The workshop was held via secured conference call-in line.

**Discussion Items**

**Item D-1 Progress of Design and Project Budget to Date**

Mr. Donovan addressed the board stating there is no formal vote to be taken today but will ask the board for feedback and a consensus on the design preference for the terminal project. Key elements that will be discussed during this workshop today are the architectural design, layout, and overall configuration.

Mr. Donovan explained that in January or February 2021 there would be a budget amendment brought before the board. There is a current authorization of \$34 million from the board with \$4.3 million airport match. About \$36 million in grants have been received, which exceed the budget authorization. Most of these grants are multi-year disbursements. The amount of the total project is increasing, but the amount of the local match is consistent at \$4.3 million. Mr. Donovan continued to explain that today's meeting will not be focused on the financial end of the project, but with the design aspects. He stated that the staff has

been strategizing regarding the finances for the project. Further authorization will be coming to the board at the combined November/December meeting for the design authorization.

Mr. Mikuen likes the fact that the cost for the airport is holding at \$4.3 million, but the budget increase from \$34 million to \$50 million does concern him. Mr. Fischer said the original budget was in the \$25 million range until the prospective contractors put the cost at \$34 million. Mr. Potter stated that Mr. Donovan is doing a remarkable job with the grants and he has full confidence that Mr. Donovan will try and contain the costs and maintain a minimum reserve of \$15 million. Mr. Potter would like to request cash flow projections and a revised pro forma from TUI when it comes time to approve the budget, with projections for capital and operational costs. Mr. Donovan stated that a detailed financial plan will be supplied to the board in advance of that January or February 2021 meeting.

#### **Item D-2 Terminal Layout and Design Elements Briefing from RS&H/Haskell**

Project Director, Mr. Jacob Thurlow from Haskell gave an overview of the current project design stage. A presentation was then given by Mr. David Castaneda, design manager from RS&H. Structural drawings were shown, depicting the current layout of the terminal and where the renovations would be and what it would look like when completed. A complete video walk-through with detailed layout and design features was presented.

#### **Item D-3 Architectural Features Briefing from RS&H/Haskell**

Design Director, Mr. Philip Robbie of RS&H presented a three-dimensional drawing to the board. Each of the three designs: Surf, MiMo, and Bowstring were viewed in-depth. Elements within each design were presented with the differences and similarities within each specific design explained.

Mr. Thomas asked if there is any new industry standard, with regard to COVID-19 mandates, for spacing of chairs and furniture. Mr. Donovan stated yes there are new standards and as part of this project the old furnishings will be replaced, and a new layout will be within the new mandates.

Chairman Ryals thanked RS&H and Haskell for their presentations and informed the board members that Mr. Donovan will now be asking them for feedback regarding the three designed presented.

#### **Item D-4 Board Feedback and Consensus**

Mr. Donovan reminded the members that this is not an official vote. He then asked each board member for their preference of the three names project designs. The consensus of the board was that the Bowstring Design is the board's number one pick, with Surf Design as the number two.

Mr. Potter asked if there will be a disruption of the terminal during any part of the project. Mr. Donovan explained that yes, there would be a shutdown in several area. The atrium lobby to the rental car area would need to be closed during the renovation timeframe. The baggage area would be disrupted, at which time baggage would then be hand-delivered to the ticketing area. The apron area would also have disruption, but that would not affect the public. Mr. Perley stated that limited construction would be seen by the public, it would be mostly behind the scenes.

Mayor Meehan asked if any other airports in the United States are using the Bowstring design. The design team stated no other airport is using that design currently.

Mr. Donovan stated that Bowstring is a less costly design out of the three presented and is very structurally sound. He stated that the ultimate objective of this project is to have new infrastructure in place without cost to the taxpayer.

Chairman Ryals thanked the presenters and the board for their time in attending the workshop.

### **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.*