



*MELBOURNE AIRPORT AUTHORITY BOARD MEETING*  
**AGENDA**

January 23, 2019 at 8:30 AM  
Orlando Melbourne International Airport Board Room

**Pledge of Allegiance**

**Airport Announcements**

**Action Items**

Approval of the minutes of the December 5, 2018 meeting in the Orlando Melbourne International Airport Board Room.

**Item A-1 Recommendation to Approve Resolution 1-19 for the Implementation of a Rental Car Customer Facility Charge.**

At the December 2018 Airport Authority Board meeting, staff distributed information regarding the proposed implementation of a Customer Facility Charge (CFC) at Orlando Melbourne International Airport. A CFC is a commonly used capital funding source available to airports to fund projects related to rental car agencies. Nearly 85 percent of US commercial service airports classified as small or large charge a CFC, with amounts ranging from \$1 to \$9 per transaction day.

Staff completed a survey of surrounding Florida airports (Daytona Beach, Orlando International, and Orlando Sanford) where CFC rates ranged from \$2.50 to \$3.50. Airports Council International (ACI) has compiled a list of U.S. airports charging a CFC, which reflect an average rate of a \$3.80 nationwide. Staff met with the car rental agencies serving MLB in October where they gave overwhelming support to implement our proposed CFC of \$3.00 per transaction day with a cap at 14 rental days.

If approved, this program will generate approximately \$775,000 per year based on 2017 rentals per transaction per day. These funds will go toward capital improvement projects that will improve the overall customer experience at the airport such as: covering rental car parking stalls; removing the old service facilities along NASA Boulevard and replacing them with a new, shared facility; improvements made in the terminal area where these companies transact with passengers and customers. All projects would be subject to the approval of all onsite rental car agencies and each entity would receive a weighted vote based on market share.

The rental car agencies have indicated they need 60 days to prepare their systems for the collection and remittance of the CFCs so we are targeting an effective date of April 1, 2019.

Staff recommends approval to assess a three dollar (\$3.00) transaction fee per day with a cap of 14 rental days to be effective April 1, 2019, and approval of Resolution 1-19, and authorization for the Chairman to execute on behalf of the Authority.

**Item A-2 Results of Executive Director Evaluation.**

**Discussion Items**

**Item D-1 Hotel Request for Proposal (RFP)**

**Item D-2 FAA Part 139 Inspection Presentation by Mr. Warren Relaford**

**Item D-3 Air Service Development Workshop**

**Information Items**

**Item I-1 Financial Update**

**Item I-2 Operations Update**

**Item I-3 Construction Projects Update**

**Item I-4 ATCT Construction Project Update**

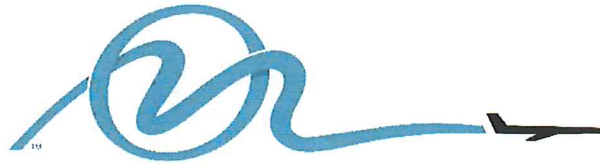
**Item I-5 Business Development Update**

**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.*



MELBOURNE AIRPORT AUTHORITY BOARD  
Minutes for December 5, 2018 Board Meeting  
Airport Board Room

At which were present:

Mr. Jack L. Ryals, Chairman  
Mayor Kathy Meehan, Vice Chairman  
The Honorable Debbie Thomas, Councilmember  
The Honorable Tim Thomas, Councilmember  
Mr. William C. Potter, Member  
Mr. Michael Fischer, Member  
Mr. Scott Mikuen, Member  
Mr. Adam Bird, Airport Attorney  
Mr. Greg Donovan, A.A.E., Executive Director  
Ms. Lori C. Booker, A.P.R., Director of Communications  
Mr. Cliff Graham, 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

Not present: Mr. Mark Busalacchi, Director of Business Development

**Pledge of Allegiance**

**Airport Announcements by Executive Director Greg Donovan:**

- Passenger numbers for October are up 10.8 percent. Great strides being made with air service. Passenger capacity for international is up 53 percent this year. (Press release handed out)
- MLB hosts Eau Gallie High School Aviation Technology Program. Students receive an orientation and a tour of the MLB campus.
- Lucky's/Metz participated as a food vendor at the Melbourne Food & Wine Festival, promoting MLB's airport restaurant.
- MLB represented by Ms. Booker at international aviation conference. She spoke on "Airport Niches" at an open forum.
- A thank you to Ms. Booker for her media tour in Canada promoting MLB's seasonal travel.
- Chairman Ryals spoke at Eau Gallie Yacht Club and also at the Space Coast Tourist Development Council meeting, which was hosted at MLB.
- Nelson Riviera retires after 22 years of service to MLB.
- Officer Pena and Officer Taylor were welcomed as the two newest members of the MLB Police Department.
- United Technologies Corporation completed its acquisition of Rockwell Collins. Officially renamed Collins Aerospace.

- MLB hosts Collins Aerospace Executives and showcased facility upgrades, available parcels and a tower tour.
- Airport Improvement's November/December issue spotlighted MLB's runway projects. This publication has over 400,000 website views each month which gives MLB great exposure.
- Cliff Graham was named one of the Space Coast Business Leaders of the Year and will be honored at an awards banquet.

### **Action Items**

Approval of the minutes for the October 24, 2018 meeting. A motion was made by Mayor Meehan for approval of meeting minutes, seconded by Mr. Thomas. Motion passed unanimously.

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

Mr. Donovan explained that this agreement is for Mr. Greg Dull who has worked very successfully engaging a number of airlines. Most of the projects that Mr. Dull is working on are not openly discussed due to the competitive factor and expectations. Working in air services takes a very long time, typically between six and eight years from start to finish for most airlines to fly a new market.

This is an annual contract that is set to expire on January 31, 2019. A request that this agreement be extended for one additional year, with an additional one-year option at the airport's discretion.

Mr. Dull was introduced and presented a slide show with a re-cap the highlights of the last four years of working with MLB. In 2015, Mr. Dull began employment and within seven months Porter announced service to Toronto. And the following year 2016, they announced a 50 percent increase in seat capacity. In 2017 they announced services to Winsor and Ottawa. In September 2018, American Airlines announced non-stop service to Philadelphia.

Mr. Dull continued with milestones: engagement with 61 airlines in the past four years, non-stop services have tripled, total passengers have increased about eight percent and fourth quarter seat capacity for 2018 will be the highest since 2005.

Mr. Potter questioned MLB's increases compared to national percentages. He also questioned the cost of air service including marketing costs and 30 percent growth. He questioned the strategy, and would like the board to have more input and be involved in planning strategies. Mr. Potter would like the board to fulfill its responsibilities of being part of devising a strategy and setting goals and milestones.

Mr. Donovan agreed with Mr. Potter, planning a workshop not just a presentation and engaging the board. Having a comprehensive picture, not just nationally, but to focus on MLB. Mr. Potter understands that being in the shadow of MCO and Sanford is difficult, and it will take a long term investment. Mr. Potter asked Mr. Dull how he avoids conflicts in establishing priorities between his other airport clients. Mr. Dull stated that his clients have very different markets.

Mr. Mikuen asked if the cost for this agreement is in the budget. Mr. Donovan stated yes, it is.

Staff recommends approval of Item A-1. A motion was made by Mr. Thomas to approve the Professional Services Agreement with Adept Aviation Consulting, seconded by Ms. Thomas. Motion passed unanimously.

**Item A-2 Recommendation to Approve Landscape, Turf, and Irrigation Maintenance Services Contract with Micnor Corp. LLC dba U.S. Lawns of Brevard.**

Mr. Donovan stated that the landscaping, irrigation and mowing is contracted out. Several current contracts overlapped and now it has been re-written to be all inclusive. Staff reviewed the proposals, with US Lawns of Brevard scoring the highest and resulting in 16 percent less cost than the current contract.

Staff recommends approval of Item A-2. A motion was made by Ms. Thomas to approve the Landscape, Turf, and Irrigation Maintenance Services Contract with Micnor Corp. LLC dba U.S. Lawns of Brevard seconded by Mayor Meehan. Motion passed unanimously.

**Item A-3 Recommendation to Approve Ricoh Americas Lease Agreement for Eight Multifunctional Copier/Printer/Scanners.**

Mr. Donovan explained the proposed lease is a Cooperative Purchase Agreement based in the terms and conditions with the University of South Florida state contract. With this new agreement, MLB will see a \$21,368 saving per year.

Staff recommends approval of Item A-3. Mr. Potter made a motion to approve Ricoh Americas Lease Agreement for Eight Multifunctional Copier/Printer/Scanners, seconded by Mr. Thomas. Motion passed unanimously.

**Item A-4 Recommendation for Approval of FAA Reimbursable Agreement AJW-FH-ESA-17-SO-001334 and FAA Reimbursable Agreement AJW-FN-ESA-17-SO-1335 to Relocate Equipment to the New Air Traffic Control Tower.**

Mr. Donovan stated this agreement is for the Federal Aviation Administration (FAA) staff to come and install the specific equipment and certify the installation. This is the formal reimbursable agreement with the FAA. The FAA has assured that it will stay within the specified budget and the goal is to be under budget for this project.

Mr. Fischer asked if there was any possibility of a FAA Grant. Mr. Donovan stated no, that the staff has exhausted any and all possibilities for a grant.

Mr. Fischer asked if there is a need for a budget adjustment. Mr. Donovan stated no.

Staff recommends approval of Item A-4. Mr. Fisher made a motion to approve the FAA Reimbursable Agreement AJW-FH-ESA-17-SO-001334 and FAA Reimbursable Agreement AJW-FN-ESA-17-SO-1335 to Relocate Equipment to the New Air Traffic Control Tower and authorization for the Executive Director to sign on behalf of the Authority, seconded by Mr. Thomas. Motion passed unanimously.

**Item A-5 Recommendation to Approve Resolution 14-18 Florida Department of Transportation Grant to cover costs to install equipment in the new air traffic control tower.**

Mr. Donovan stated that this reflects the formal approval of receiving a new grant from Florida Department of Transportation in the amount of \$511,565. This will assist with the cost of installing the new equipment into the new tower, as well as for demolition of the old tower.

Mr. Potter commended the staff for a great job dealing with the State of Florida.

Staff recommends approval of Item A-5. Mr. Potter made a motion to approve Resolution 14-18 Florida Department of Transportation Grant to cover costs to install equipment in the new air traffic control tower and authorization for the Executive Director to sign on behalf of the Authority, seconded by Mr. Fischer. Motion passed unanimously.

**Discussion Items**

**Item D-1 Customer Facility Charge (see attached 'draft' documents)**

Mr. Donovan explained the concept of a Customer Facility Charge (CFC). This would be imposed on individuals who rent cars at this facility. It would be a daily amount charged with the collected fees going for future projects that benefit the rental car companies, including such upgrades as covering the ready return spaces, replacing service facilities, and covered walkways. A meeting was held with all the rental car companies and all were in agreement with a CFC.

Mr. O'Dell gave details on the program. He thanked Ms. Naughton and Mr. Busalacchi for their assistance. He explained that the customers will pay the CFC, with the fee capping at 14 days. A \$3.00 rate will put MLB in-line with area airports and still be competitive when viewed at the national level. About 95 percent of public use airports around the country have implemented CFCs.

In January, Item D-1 will be brought back to this board as an agenda action item. The car rental companies will need approximately 60 days in order to update their computer systems. This would make April 1<sup>st</sup> a possible implementation date. If the board approves with this, there would need to be a budget adjustment.

Mr. Donovan added that the revenue could also be used within the terminal building where the car rental counters are located and the cost of renovating the terminal would be an eligible project.

Mr. Potter asked if this would require a city ordinance and with the April timeframe would there be enough time for an adoption of an ordinance. Mayor stated it could take six weeks depending on the city council calendar.

Mr. Donovan stated the dates could be re-set and moved accordingly.

Mr. Mikuen stated he applauds the staff for researching and believes it is a good source of income. He is concerned about the capital projects and the costs. He would like to prioritize the capital projects, seeing what would be the best ROI.

Mr. O'Dell clarified that these are a few examples of the projects that could be funded. It is Mr. O'Dell's intention to build revenue and cash fund those projects.

Ms. Thomas was happy receiving this information prior to voting on and having it as an action item. She agrees with having a workshop and to be able to discuss strategies.

#### **Item D-2 Establishing Dates for MAA Workshops on Land Use and Air Service Development.**

Mr. Donovan would like to schedule a workshop for the board as well as the community to explain land use and air service development and have open discussion. Comments have been made to have the board involved with and focus on strategic planning.

A workshop to be held within the first quarter of 2019, maybe a February or March timeframe. Mr. Donovan's assistant, Tammy, will poll the board with possible dates. Air service questions have been asked by some of the airport's partner agencies; the county, the Tourism Development Council, (TDC), and other business groups. Having tourism partners and the community to hear first-hand what the airport is doing for air service, would be very valuable. Then to have a land use development discussion on leases, sales and how the airport acquires new parcels on a separate date. Having two separate sessions, both to be completed within the first six months of 2019.

Mr. Fischer asked if FBO's (Fixed-base operator) and fuel usage would be discussed. Mr. Donovan said yes, it could be discussed.

#### **Item D-3 Evaluation of MAA Board Performance.**

Mr. Donovan explained that Mr. Potter has asked if the board would agree to have an evaluation of the board's performance. Is the board working in the best ways and is there any way it can improve.

Mr. Potter stated a number of boards are required to do a board self-evaluation. This evaluation would focus on the governance role of the MAA board. Mr. Potter would work with the airport staff on this form, then sending to the board members as a draft.

Chairman stated that Mr. Potter has the support of the board to move forward with the self-evaluation form process.

#### **Item D-4 Evaluation of Executive Director.**

Chairman explained that Mr. Donovan's contract has a requirement for the board to have an annual review of his performance and his compensation. Mr. Bill Johnson has assisted with the evaluation form and process and was thanked by Chairman. Evaluation forms for the executive director have been completed and returned to him with very positive reevaluation. Chairman has suggested a compensation adjustment beyond the cost of living adjustment that was voted by the city.

In summary there was not a single grade in any category that was anything less than "Meets Expectations", and the lowest average was a 4.14 with the overall performance was 4.64.

Chairman would like to make the Discussion Item D-4 be placed as an action item at the next MAA Board Meeting. Mr. Potter would like to have all comments made on the evaluation form to be circulated to all board members. Chairman will be working on this request and submit prior to the next board meeting.

Mr. Thomas asked Mr. Donovan how the board can help with the operational pieces, to help keep Mr. Donovan focused on the strategic areas; for example, the cost allocation plan. Mr. Donovan stated that Mr. O'Dell is currently working with the city and Mr. Donovan believes this item will be completed soon. He thanked the board for their support in all these matters, but believes he has the best staff to be able to continue to move forward with completion of the operational matters.

### **Information Items**

#### **Item I-1 Financial Update by Mr. Mike O'Dell**

- Update on the top ten operating revenues
- Update on the top ten operating expenses
- Several slides were presented with the details
- Budget to actual spreadsheet added to the packet
- Cash flow sheets also added to the packet

Mayor Meehan would like more notes on the spreadsheet to help explain the details.

Mr. Fischer thanked Mr. O'Dell for meeting with him.

Mr. Potter asked for benchmarking. Mr. O'Dell said that would be coming next month.

#### **Item I-2 Operations Update by Mr. Graham**

##### **Airshow**

- Conflict with dates for the 2019 airshow
- March 30 and 31, 2019 current date scheduled
- Working with south side tenants, meeting individually on impact of airshow
- FAA approval on aerobatic box, application is in process
- Working with promoter on top performers; no Blue Angels, no Thunderbirds
- F-35 is confirmed, F-18 pending

Mayor asked if the Blue Angels are going to Titusville. Mr. Graham said no, they are trying for the Thunderbirds.

##### **139 Inspection**

Taking place in January 2019, no exact date yet



Detailed inspection for operating certificate for the FAA  
FAA will be here for three days, visual inspection

**Item I-3 Construction Projects Update by Mr. Perley**

**Runway 9R/27L Rehab**

Project is substantially complete

Remaining punch list work to be completed by mid-December

Final completion is expected by the end of the month

**Item I-4 ATCT Project Update by Dr. Byers**

Two reimbursable agreements

Paperwork for agreements to be executed

Work to begin in January, take up to 90 days

June 30 target date to commission tower

Demo of old tower after new tower is open

Mr. Thomas questioned how long for the entire process for demo and removal of the old tower?  
Dr. Byers estimated 30 days.

**Item I-5 Business Development Update by Ms. Naughton for Mr. Busalacchi**

Ms. Naughton stated that Mr. Busalacchi was called out of town unexpectedly and that Mr. Busalacchi was directly responsible for this update.

**Brevard Cultural Alliance**

MLB a huge supporter of the Arts in Public Places Campaign

Reduced cost by 10 percent, with better locations within the airport for displays

**Duty Free Kiosk**

Up and running in the next few weeks

Partners with Metz, with sub-contract with Core Plus Duty Free

Kiosk located near tiki hut

Top items such as liquor, perfumes, and high end chocolates

**Airline Carriers**

Delta and American new lease use agreements

Long-term five year agreements

Will create rates and charges, standardizing fees

**Public Speakers**

Mr. Carmichael from Melbourne Area Pilots' Association (MAPA). Would like to go on record regarding Discussion Item D-4, Mr. Donovan's upcoming evaluation.

MAPA a stakeholder, during Mr. Donovan's tenure the general aviation community has been extremely pleased with his efforts and staff's efforts to include MAPA's view point and perspective. General aviation community share the very high opinions expressed of Mr. Donovan's achievements and leadership of this terrific team.

**In Closing**

The meeting was adjourned at 10:11 a.m.

**PREPARED BY:**

---

Tammy Till  
Executive Assistant

**SUBMITTED BY:**

---

Greg Donovan, A.A.E.  
Executive Director

**APPROVED BY ACTION OF AIRPORT AUTHORITY:**

---

Jack L. Ryals, Chairman



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

## RESOLUTION NO. 1-19

### **A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY, BREVARD COUNTY, FLORIDA, TO IMPLEMENT A CUSTOMER FACILITY CHARGE (CFC) PROGRAM FOR RENTAL CAR AGENCIES AND THE CUSTOMERS THAT RENT VEHICLES AT ORLANDO MELBOURNE INTERNATIONAL AIRPORT**

WHEREAS, the City of Melbourne Airport Authority has identified certain projects that benefit rental car customers, and

WHEREAS, it is customary in the industry to charge a CFC that is collected and remitted by the rental car companies to pay for said projects that are benefit the rental car customers.

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

#### **CAR RENTAL CUSTOMER FACILITY CHARGE**

##### **Sections:**

|                 |                                 |
|-----------------|---------------------------------|
| <b>01-19-01</b> | <b>DEFINITIONS</b>              |
| <b>01-19-02</b> | <b>FINDINGS AND PURPOSE</b>     |
| <b>01-19-03</b> | <b>CUSTOMER FACILITY CHARGE</b> |
| <b>01-19-04</b> | <b>ELIGIBLE PROJECTS</b>        |
| <b>01-19-05</b> | <b>COLLECTIONS</b>              |
| <b>01-19-06</b> | <b>VIOLATIONS</b>               |
| <b>01-19-07</b> | <b>SAVINGS CLAUSE</b>           |

##### **Section 01-19-01                      DEFINITIONS**

As used in this Resolution, the following definitions apply:

- A. "Airport," "the Airport" or "Orlando Melbourne International Airport" shall mean the approximately 2500-acre area managed by the Melbourne Airport Authority.
- B. "Charge Effective Date" shall mean the date on which the Customer Facility Charge is effective as provided in Section 01-19-03.
- C. "Airport" or "the Airport" shall mean the Orlando Melbourne International Airport.

- D. "Customer Facility Charge (CFC)" shall mean the charge imposed as a user fee by a car rental company upon a car rental customer arriving at the Airport and renting a vehicle from an on-airport or off-airport car rental company serving the Airport. The CFC shall be collected by the car rental company for the benefit of the Airport, pursuant to Orlando Melbourne International Airport Resolution Section 01-19-03.
- E. "On-airport" shall mean a car rental company that is located at, upon, or within the Orlando Melbourne International Airport.
- F. "Off-airport" shall mean a car rental company that is not located at the Orlando Melbourne International Airport but which does business at the Airport.
- G. "Transaction day" shall mean a twenty-four (24) hour period or fraction thereof for which a rental car customer is provided the use of a rental car for compensation regardless of the duration or length of the rental term. However, if the same rental car is rented to more than once customer with such continuous twenty-four (24) hour period, then each such rental shall be calculated as a "Transaction Day".

## **Section 01-19-02**

### **FINDINGS AND PURPOSE**

The Melbourne Airport Authority finds that:

1. The Authority is responsible for the oversight and management of the Airport and all associated land and facilities located in Brevard County, State of Florida, and known as Orlando Melbourne International Airport; and
2. The Airport promotes and supports a strong economic base for the community, assists and encourages world trade opportunities, and is of vital importance to the health, safety, and welfare of the State of Florida; and
3. The operation of Orlando Melbourne International Airport as a public facility attracting scheduled airline passengers who use car rental facilities at the Airport imposes financial responsibility on the Airport for car rental facilities and operations; and
4. The Airport will expend substantial resources for capital investment, operation, maintenance, and development of the car rental facilities to meet the future demand for customers using the Orlando Melbourne International Airport or its facilities; and
5. It is in the Airport's best economic interest, and likewise in the interest of the car rental customers and car rental companies, to adopt a Customer

Facility Charge (CFC) program as identified in this Resolution to maintain, improve, and further expand the car rental facilities of the Airport; and

6. In establishing and implementing the Customer Facility Charge program, the car rental customers using the Airport should contribute to a greater degree toward the development and improvement of car rental facilities; and
7. These user fees implemented by this Resolution are reasonable for the use of the Airport and car rental facilities by the general public; and
8. The purpose of this Resolution is to enact a Customer Facility Charge program consistent with the above findings and this Resolution and the regulations published pursuant thereto shall be liberally construed to effectuate the purposes expressed.

**Section 01-19-03      CAR RENTAL CUSTOMER FACILITY CHARGE**

- A. Commencing not later than sixty days after the approval and publication of this Resolution by the Melbourne Airport Authority Board, or on such date thereafter as the Customer Facility Charge can be collected as determined by the Airport Executive Director ("Charge Effective Date"), the Airport's Customer Facility Charge program authorized by this Resolution shall be imposed.
- B.
  1. The CFC's shall be used to pay or reimburse the Airport for the costs associated with the design, planning, and construction of facilities or improvements exclusively used by the rental car companies located at the Airport. Any or all of the CFC's collected may be pledged to the punctual payment of debt service on obligations issued by or on behalf of the Airport for the cost of the car rental portion of the Premises expansion and to create and maintain reasonable reserves. Eligible costs for the car rental facilities shall include but not be limited to all costs, fees, and expenses associated with the planning, design, equipping, construction, and other related costs for the development, improvement, reallocation, or acquisition of car rental facilities. Eligible costs for the related transportation facilities and equipment shall include operating costs in addition to the foregoing costs. Nothing herein shall be construed to make fees or costs incurred in tenant improvements for space exclusively used by car rental companies ineligible.
  2. The CFC's may be used to pay or reimburse the participating car rental companies for reasonable and necessary consulting and attorneys fees, as determined by the Airport Director which are directly related to their participation in facility projects.

3. The CFC fees imposed by car rental companies shall be identified on separate lines on the car rental customer contract, before taxes, and shall be described as the "Customer Facility Charge".

4. The Authority shall have the authority after consultation and review with the on- and off-airport rental car companies to reasonably adjust the amount of the Customer Facility Charge annually as part of its rates and charges adoption process. The Airport Executive Director shall provide written notice to the on- and off- airport car rental companies of any change in the amount of the Customer Facility Charge not less than sixty (60) days prior to the effective date of the change in the Customer Facility Charge ("Charge Effective Date"). For any adjustment to the amount of the Customer Facility Charge, each on-and off- airport car rental company shall include the adjusted rate in their reservation system for purposes of providing the estimated cost of a vehicle rental to their Customers not less than thirty (30) days prior to the effective date of the change in the Customer Facility Charge.

C. The CFC Resolution shall sunset as of March 31, 2029 unless one or more of the following occurs:

1. The airport has remaining CFC eligible project costs that have been incurred and not reimbursed;
2. The airport has debt outstanding that is partially or wholly paid with CFC's;
3. The airport has identified other CFC eligible projects that will be completed using the CFCs and the airport presents a plan of use of those funds that is approved by the Car Rental Agencies (under the same approval process for CFC projects).

Following any suspension of CFC collections under Section 01-19-03(C)(1), the Airport Executive Director shall consider relevant economic factors and consult with the Airport's on- and off- airport car rental companies regarding such factors and review the size, scope and projected costs of the consolidated rental car facility prior to re-imposing the CFC collection requirement.

D. The Airport Director or designee is authorized to execute the authorization of the Airport's CFC Program including the assurances contained therein and other documents necessary for implementation of the CFC program on behalf of the Airport.

#### **Section 01-19-04 ELIGIBLE PROJECTS**

The Customer Facility Charge collected pursuant to this program shall be expended solely for rental car projects and shall be used for the specifically-authorized uses detailed above as approved by the Melbourne Airport Authority. Projects to be covered by the CFC will benefit rental car customers. Examples of projects include a common use quick turn-around facility, rental counter renovations, covered walkways, and covered ready return stalls.

**Section 01-19-05****COLLECTIONS**

All CFC's collected by all car rental companies are and shall be trust funds held by the car rental companies for the benefit of the Airport solely for funding the specifically-authorized rental car uses detailed above. Car rental companies and their agents hold only a possessory interest in the CFC's and no legal or equitable interest. All car rental companies shall segregate, separately account for and disclose all CFC's as trust funds in their financial statements, and shall maintain adequate records that account for all CFC's charged and collected. Failure to segregate the CFC's shall not alter or eliminate their trust fund nature. The Airport shall have the right to audit the CFC records upon reasonable notice.

All car rental companies shall remit all CFC's that were collected or should have been collected from its Airport customers on a monthly basis to the Airport together with the monthly statement of transactions and transaction days. The CFC's shall be remitted by the last day of the month following the month in which the CFC's were collected. Failure to strictly comply with this subparagraph shall be considered a material breach of the car rental company's authorization to do business at the Airport.

**Section 01-19-06****VIOLATIONS**

In the event any car rental concessionaire (or "company") violates any term of condition of this Resolution, the Airport or Airport may exercise any rights or remedies allowed by law or equity.

**Section 01-19-07****SAVINGS CLAUSE**

In the event any phrase, clause, sentence, paragraph, or paragraphs of this Resolution is or are declared invalid for any reason, the remainder of this Resolution shall not be invalidated, but shall remain in full force and effect, all parts of this Resolution being declared separable and independent of all others. In the event that a judgment is entered, and all appeals exhausted, which judgment finds, concludes or declares this Resolution is unconstitutional or is otherwise invalid, the Customer Facility Charge authorized by this Resolution shall be suspended and terminated as of the date such declaration.

SECTION 1. That the City of Melbourne Airport Authority, Brevard County, Florida, agrees to approve by resolution collection and administration of the CFC upon the terms and conditions stated in the attached agreement titled Chapter 12-22 CAR RENTAL CUSTOMER FACILITY CHARGE.

SECTION 2. That Jack 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. This Resolution was duly passed at a regular meeting of the Melbourne Airport Authority, Brevard County, Florida, on the 23<sup>rd</sup> Day of January 2019.

BY: \_\_\_\_\_  
Jack L. Ryals, Chairman  
City of Melbourne Airport Authority

ATTEST:

\_\_\_\_\_  
Greg Donovan, Director of Aviation



Orlando Melbourne Int'l Airport  
Income Statement  
11/30/2018

|  | 11/30/2018  | 11/30/2017  | \$ change | % change |
|--|-------------|-------------|-----------|----------|
| Operating Revenue                      |             |             |           |          |
| Airline Landing Fees                   | 85,798      | 55,410      | 30,388    | 55%      |
| Airline Service Fees                   | 335,187     | 294,063     | 41,124    | 14%      |
| Land & Bldg Lease Rents                | 1,393,902   | 1,358,424   | 35,478    | 3%       |
| Terminal Rents                         | 38,246      | 33,630      | 4,616     | 14%      |
| Parking Lot Fees                       | 355,812     | 322,590     | 33,222    | 10%      |
| Car Rental Concessions                 | 150,843     | 150,882     | (39)      | 0%       |
| Restaurant Concessions                 | 10,277      | 18,761      | (8,483)   | -45%     |
| Mobile Home Park Rent                  | 304,577     | 303,709     | 868       | 0%       |
| T-Hangar Rentals                       | 19,081      | 20,111      | (1,030)   | -5%      |
| Operating Grant Revenue                | 15,737      | -           | 15,737    | #DIV/0!  |
| Other                                  | 42,781      | 49,190      | (6,409)   | -13%     |
| Total Operating Revenues               | 2,752,240   | 2,606,769   | 145,470   | 6%       |
| Operating Expense:                     |             |             |           |          |
| Personnel Services                     | 622,495     | 610,940     | 11,555    | 2%       |
| Contract Services                      | 797,831     | 280,100     | 517,731   | 185%     |
| Police & Fire Services                 | 192,462     | 202,178     | (9,715)   | -5%      |
| Maintenance and Operations             | 704,395     | 747,328     | (42,933)  | -6%      |
| Other                                  | -           | 45,592      | (45,592)  | -100%    |
| Total Operating Expenses               | 2,317,183   | 1,886,137   | 431,046   | 23%      |
| Operating Income (Loss)                | 435,056     | 720,632     | (285,576) | -40%     |
| Non-Operating Revenue (Expense):       |             |             |           |          |
| Passenger Facility Charges             | 174,658     | 592         | 174,066   | 29382%   |
| Gain on Sale of Assets                 | 3,493       | 25          | 3,468     | 13872%   |
| Interest Income (Loss)                 | 50,484      | 18,146      | 32,337    | 178%     |
| Ad Valorem Tax Revenue                 | 1,741,692   | 1,764,398   | (22,705)  | -1%      |
| Ad Valorem Tax Expense                 | (1,754,588) | (1,803,219) | 48,631    | -3%      |
| (Loss) on Disposal of Fixed Assets     | -           | -           | 0         | #DIV/0!  |
| Other                                  | -           | -           | 0         | #DIV/0!  |
| Total Non-Operating Revenue (Expense)  | 215,739     | (20,057)    | 235,796   | -1176%   |
| Net Income (Loss) Before Depreciation* | 650,796     | 700,575     |           |          |

\* Net Income before capital contributions and transfers

**ORLANDO MELBOURNE INTERNATIONAL AIRPORT**  
**Statement of Revenues, Expenditures and Changes in Fund Net Assets**  
**November 30, 2018**

|  | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>% of Budget</u> |
|--|-------------------|----------------------|--------------------|
| <b>Operating Revenues:</b>                         |                   |                      |                    |
| Airline Landing Fees                               | 85,798            | 398,933              | 22%                |
| Airline Service Fees                               | 335,187           | 2,013,275            | 17%                |
| Land & Bldg Lease Rents                            | 1,393,902         | 7,993,940            | 17%                |
| Terminal Rents                                     | 38,246            | 244,797              | 16%                |
| Parking Lot Fees                                   | 355,812           | 1,850,040            | 19%                |
| Car Rental Concessions                             | 150,843           | 922,531              | 16%                |
| Restaurant Concessions                             | 10,277            | 109,998              | 9%                 |
| Mobile Home Park Rent                              | 304,577           | 2,041,072            | 15%                |
| T-Hangar Rentals                                   | 19,081            | 115,766              | 16%                |
| Operating Grant Revenue                            | 15,737            | 73,200               | 21%                |
| Other  | 42,781            | 459,313              | 9%                 |
| <b>Total Operating Revenues</b>                    | <u>2,752,240</u>  | <u>16,222,865</u>    | <u>17%</u>         |
| <b>Operating Expense:</b>                          |                   |                      |                    |
| Personnel Services                                 | 622,495           | 5,503,387            | 11%                |
| Contract Services                                  | 797,831           | 5,152,994            | 15%                |
| Police & Fire Services                             | 192,462           | 1,132,365            | 17%                |
| Maintenance and Operations                         | 704,395           | 5,297,057            | 13%                |
| Other  | -                 | -                    | #DIV/0!            |
| <b>Total Operating Expenses</b>                    | <u>2,317,183</u>  | <u>17,085,803</u>    | <u>14%</u>         |
| <b>Operating Income (Loss)</b>                     | <b>435,056</b>    | <b>(862,938)</b>     | <b>-50%</b>        |
| <b>Non-Operating Revenue (Expense):</b>            |                   |                      |                    |
| Passenger Facility Charges                         | 174,658           | 1,084,430            | 16%                |
| Gain on Sale of Assets                             | 3,493             | -                    | #DIV/0!            |
| Interest Income (Loss)                             | 50,484            | 171,509              | 29%                |
| Ad Valorem Tax Revenue                             | 1,741,692         | 1,943,582            | 90%                |
| Ad Valorem Tax Expense                             | (1,754,588)       | (1,943,582)          | 90%                |
| (Loss) on Disposal of Fixed Assets                 | -                 | -                    | #DIV/0!            |
| Other*   | -                 | (60,000)             | 0%                 |
| <b>Total Non-Operating Revenue (Expense)</b>       | <u>215,739</u>    | <u>1,195,939</u>     |                    |
| <b>Net Income (Loss) before</b>                    |                   |                      |                    |
| Depreciation, Transfers, and Capital Contributions | <u>650,796</u>    | <u>333,001</u>       |                    |
| Depreciation Expense                               | -                 | -                    |                    |
| Intra Transfer to Airport Capital                  | -                 | (2,406,146)          | 0%                 |
| <b>Net Income (Loss) After Transfers</b>           | <u>650,796</u>    | <u>(2,073,145)</u>   |                    |

\*Other Consists of Interest Expense

Melbourne International Airport  
 Top 10 Operating Revenues  
 11/30/2018

| Rank                           | Description                     | FY 2019   | FY 19 % of<br>Total Rev | FY 2018   | FY 18 % of<br>Total Rev | \$ Change | % Change |
|--------------------------------|---------------------------------|-----------|-------------------------|-----------|-------------------------|-----------|----------|
| 1                              | Airfield Facilities Rental      | 714,812   | 26%                     | 705,282   | 27%                     | 9,530     | 1%       |
| 2                              | Commercial Business Center Rent | 529,842   | 19%                     | 487,624   | 19%                     | 42,218    | 9% A     |
| 3                              | Parking Revenue                 | 355,812   | 13%                     | 322,590   | 12%                     | 33,222    | 10% B    |
| 4                              | Tropical Haven Revenue          | 302,490   | 11%                     | 301,916   | 12%                     | 574       | 0%       |
| 5                              | Ground Handling Revenue         | 187,840   | 7%                      | 161,442   | 6%                      | 26,398    | 16% C    |
| 6                              | Car Rental Concession           | 150,843   | 5%                      | 150,882   | 6%                      | (39)      | 0%       |
| 7                              | Terminal Rent-Airline           | 139,585   | 5%                      | 132,679   | 5%                      | 6,906     | 5%       |
| 8                              | Hangar Rent                     | 123,903   | 5%                      | 118,678   | 5%                      | 5,225     | 4%       |
| 9                              | Landing Fees                    | 85,798    | 3%                      | 55,410    | 2%                      | 30,388    | 55% C    |
| 10                             | Aeronautical Turn Fees          | 26,682    | 1%                      | 18,193    | 1%                      | 8,489     | 47% C    |
| Total Top 10 Operating Revenue |                                 | 2,617,607 | 95%                     | 2,454,696 | 94%                     | 162,911   |          |
| Other Operating Revenue        |                                 | 134,633   | 5%                      | 152,073   | 6%                      | (17,440)  | -11%     |
| Total Operating Revenue        |                                 | 2,752,240 | 100%                    | 2,606,769 | 100%                    | 145,471   | 6%       |

A Increase is primarily due to an early termination fee paid by Embraer for one of its properties; this \$39k fee was posted in Oct 2018.

B Increase is due to increase in passenger activity.

C Increase is due to rate changes that went into effect 10/1/18 (25%) plus increase in size of aircraft serving MLB by American Airlines as well as increase in frequency by scheduled carriers.

Melbourne International Airport  
 Top 10 Operating Expenses  
 11/30/2018

| Description                           | FY 19 %          |                   | FY 18 %          |                   | \$ change      | % change   |
|---------------------------------------|------------------|-------------------|------------------|-------------------|----------------|------------|
|                                       | FY 2019          | Operating Expense | FY 2018          | Operating Expense |                |            |
| 1 Personnel                           | 622,495          | 27%               | 610,940          | 32%               | 11,555         | 2%         |
| 2 Other Contract Services             | 545,469          | 24%               | 72,713           | 4%                | 472,756        | 650% A     |
| 3 Fire Services                       | 190,005          | 8%                | 194,376          | 10%               | (4,371)        | -2%        |
| 4 Contractual Employee                | 109,527          | 5%                | 77,677           | 4%                | 31,850         | 41% B      |
| 5 Risk Management                     | 99,573           | 4%                | 83,313           | 4%                | 16,260         | 20% C      |
| 6 Electric                            | 94,734           | 4%                | 51,805           | 3%                | 42,929         | 83% D      |
| 7 Consulting Fees                     | 61,040           | 3%                | 62,774           | 3%                | (1,734)        | -3%        |
| 8 Computer Software                   | 49,179           | 2%                | 1,783            | 0%                | 47,396         | 2658% E    |
| 9 Outside Counsel Fees                | 44,464           | 2%                | 24,061           | 1%                | 20,403         | 85% F      |
| 10 Solid Waste Disposal               | 44,327           | 2%                | 46,885           | 2%                | (2,558)        | -5%        |
| <b>Total Top 10 Operating Expense</b> | <b>1,860,813</b> | <b>80%</b>        | <b>1,226,327</b> | <b>65%</b>        |                |            |
| Other Operating Expense               | 456,370          | 20%               | 659,810          | 35%               | (203,440)      | -31%       |
| <b>Total Operating Expense</b>        | <b>2,317,183</b> | <b>100%</b>       | <b>1,886,137</b> | <b>100%</b>       | <b>431,046</b> | <b>23%</b> |

A Increase is due to improved cutoff/processing of invoices (2 menzies invoices were processed this year, 0 last year)

B Increase is due to improved cutoff/processing of invoices plus an increase in temporary employees in the terminal cost center (increased from 14 to 18 employees). Last year in the terminal cost center we processed invoices for \$34k compared to this year invoices for \$66k were posted).

C This is an internal charge from Risk and they charge 1/12 of the budgeted premium. The increase corresponds to the increase in budgeted amount and is primarily due to new assets coming on line.

D Increase is due to improved cutoff/processing of invoices (last year represents 1 month of expense vs. 2 months in current year)

E The airport has a contract with Harris Corp to provide software for airfield radar/security for \$90k per year. This is paid in 2 installments the 1st installment was paid in November...last year it was paid in April.

F Increase is due to improved cutoff/processing of invoices (1 month last year vs. 2 months this year were posted)

# MLB

## Performance Measures-Small Hub Airports

1/2/2018

|  | Melbourne, FL  | ACI Small Hub Avg | Moody's Avg     | Jackson, MS      | Asheville, NC   |
|--|----------------|-------------------|-----------------|------------------|-----------------|
| <b>16.1 - Operating Statistics-Enplanements</b>                  | <b>229,337</b> | <b>1,136,821</b>  |                 | <b>458,980</b>   | <b>441,769</b>  |
| <b>U8 - Liquidity Ratio (current assets/current liabilities)</b> | <b>2.2</b>     | <b>5.6</b>        |                 | <b>-</b>         | <b>4.7</b>      |
| <b>U9 - Unrestricted Cash Reserves (# days)</b>                  | <b>280</b>     | <b>589</b>        | <b>617</b>      | <b>305</b>       | <b>794</b>      |
| <b>16.3 - Operating Statistics-Signatory landing fee rate</b>    | <b>1.50</b>    | <b>2.18</b>       |                 | <b>2.99</b>      | <b>1.65</b>     |
| Parking and ground transportation revenue                        | \$ 1,795,497   |                   |                 | \$ 5,931,006     | \$ 3,549,920    |
| Terminal-food and beverage revenue                               | \$ 114,282     |                   |                 | \$ 78,300        | \$ 189,943      |
| <b>Terminal-food and beverage revenue/Enp</b>                    | <b>\$ 0.50</b> | <b>\$ 0.60</b>    |                 | <b>\$ 0.17</b>   | <b>\$ 0.43</b>  |
| Rental car revenue-excludes customer facility charges            | \$ 1,095,160   |                   |                 | \$ 2,655,823     | \$ 2,280,956    |
| <b>Rental car revenue/Enp</b>                                    | <b>\$ 4.78</b> | <b>\$ 4.14</b>    |                 | <b>\$ 5.79</b>   | <b>\$ 5.16</b>  |
| Parking and ground transportation revenue                        | \$ 1,795,497   |                   |                 | \$ 5,931,006     | \$ 3,549,920    |
| <b>Parking and ground transportation revenue/Enp</b>             | <b>7.83</b>    | <b>8.03</b>       |                 | <b>12.92</b>     | <b>8.04</b>     |
|  | x              |                   |                 | x                | x               |
| Expenses   |                |                   |                 |                  |                 |
| 16.7 - Operating Statistics-Security and law enforcement costs   | \$ 1,829,713   |                   |                 | \$ 2,302,453     | \$ 1,186,764    |
| <b>Security/Law Enforcement Cost/Enp</b>                         | <b>\$ 7.98</b> | <b>\$ 2.53</b>    |                 | <b>\$ 5.02</b>   | <b>\$ 2.69</b>  |
| 16.8 - Operating Statistics-ARFF costs                           | \$ 1,136,601   |                   |                 | \$ 50,567        | \$ 254,307      |
| <b>ARFF Cost/Enp</b>   | <b>\$ 4.96</b> | <b>\$ 1.73</b>    |                 | <b>\$ 0.11</b>   | <b>\$ 0.58</b>  |
| 16.10 - Operating Statistics-Marketing/ Advertising/Promotions   | \$ 1,202,529   |                   |                 | \$ -             | \$ 418,086      |
| <b>Marketing/Advertising per Enp</b>                             | <b>\$ 5.24</b> | <b>\$ 0.66</b>    |                 | <b>\$ -</b>      | <b>\$ 0.95</b>  |
| DD1f - Total Debt Outstanding                                    | \$ -           |                   |                 | \$ 48,557,470    | \$ 21,000,000   |
| <b>Debt Outstanding/Enplanement</b>                              | <b>\$ -</b>    | <b>\$ 49.16</b>   | <b>\$ 53.87</b> | <b>\$ 105.79</b> | <b>\$ 47.54</b> |

# MLB

## Performance Measures-Small Hub Airports

1/2/2018

|  | Melbourne, FL  | Boise, ID        | Colombia, SC    | Des Moines, IA   | El Paso, TX      |
|--|----------------|------------------|-----------------|------------------|------------------|
| <b>16.1 - Operating Statistics-Enplanements</b>                  | <b>229,337</b> | <b>1,721,661</b> | <b>534,884</b>  | <b>1,289,467</b> | <b>1,461,620</b> |
| <b>U8 - Liquidity Ratio (current assets/current liabilities)</b> | <b>2.2</b>     | <b>8.8</b>       | <b>2.9</b>      | <b>11.3</b>      | <b>1.5</b>       |
| <b>U9 - Unrestricted Cash Reserves (# days)</b>                  | <b>280</b>     | <b>660</b>       | <b>352</b>      | <b>905</b>       | <b>158</b>       |
| <b>16.3 - Operating Statistics-Signatory landing fee rate</b>    | <b>1.50</b>    | <b>1.48</b>      | <b>2.86</b>     | <b>\$ 2.78</b>   | <b>\$ 1.79</b>   |
| Parking and ground transportation revenue                        | \$ 1,795,497   | \$ 10,877,386    | \$ 5,570,034    | \$ 12,790,746    | \$ 6,804,290     |
| Terminal-food and beverage revenue                               | \$ 114,282     | \$ 1,450,274     | \$ 244,101      | \$ 789,282       | \$ 1,374,465     |
| <b>Terminal-food and beverage revenue/Enp</b>                    | <b>\$ 0.50</b> | <b>\$ 0.84</b>   | <b>\$ 0.46</b>  | <b>\$ 0.61</b>   | <b>\$ 0.94</b>   |
| Rental car revenue-excludes customer facility charges            | \$ 1,095,160   | \$ 5,598,162     | \$ 2,376,408    | \$ 4,605,895     | \$ 4,368,137     |
| <b>Rental car revenue/Enp</b>                                    | <b>\$ 4.78</b> | <b>\$ 3.25</b>   | <b>\$ 4.44</b>  | <b>\$ 3.57</b>   | <b>\$ 2.99</b>   |
| Parking and ground transportation revenue                        | \$ 1,795,497   | \$ 10,877,386    | \$ 5,570,034    | \$ 12,790,746    | \$ 6,804,290     |
| <b>Parking and ground transportation revenue/Enp</b>             | <b>7.83</b>    | <b>6.32</b>      | <b>10.41</b>    | <b>9.92</b>      | <b>4.66</b>      |
|  | x              | x                | x               | x                | x                |
| Expenses   |                |                  |                 |                  |                  |
| 16.7 - Operating Statistics-Security and law enforcement costs   | \$ 1,829,713   | \$ 4,713,746     | \$ 1,788,529    | \$ 2,057,541     | \$ 310,524       |
| <b>Security/Law Enforcement Cost/Enp</b>                         | <b>\$ 7.98</b> | <b>\$ 2.74</b>   | <b>\$ 3.34</b>  | <b>\$ 1.60</b>   | <b>\$ 0.21</b>   |
| 16.8 - Operating Statistics-ARFF costs                           | \$ 1,136,601   | \$ 2,900,950     | \$ -            | \$ 992,074       | \$ 2,738,506     |
| <b>ARFF Cost/Enp</b>   | <b>\$ 4.96</b> | <b>\$ 1.68</b>   | <b>\$ -</b>     | <b>\$ 0.77</b>   | <b>\$ 1.87</b>   |
| 16.10 - Operating Statistics-Marketing/ Advertising/Promotions   | \$ 1,202,529   | \$ 245,713       | \$ 678,548      | \$ 10,519        | \$ 135,296       |
| <b>Marketing/Advertising per Enp</b>                             | <b>\$ 5.24</b> | <b>\$ 0.14</b>   | <b>\$ 1.27</b>  | <b>\$ 0.01</b>   | <b>\$ 0.09</b>   |
| DD1f - Total Debt Outstanding                                    | \$ -           | \$ 33,355,000    | \$ 41,465,360   | \$ 36,220,000    | \$ 52,687,257    |
| <b>Debt Outstanding/Enplanement</b>                              | <b>\$ -</b>    | <b>\$ 19.37</b>  | <b>\$ 77.52</b> | <b>\$ 28.09</b>  | <b>\$ 36.05</b>  |

**MLB**  
**Performance Measures-Small Hub Airports**  
**1/2/2018**

|  | Melbourne, FL  | Fairbanks, AK  | Fresno, CA      | Spokane, WA      | Greensboro, SC   |
|--|----------------|----------------|-----------------|------------------|------------------|
| <b>16.1 - Operating Statistics-Enplanements</b>                  | <b>229,337</b> | <b>572,631</b> | <b>771,390</b>  | <b>1,782,453</b> | <b>1,030,956</b> |
| <b>U8 - Liquidity Ratio (current assets/current liabilities)</b> | <b>2.2</b>     | -              | -               | -                | <b>3.0</b>       |
| <b>U9 - Unrestricted Cash Reserves (# days)</b>                  | <b>280</b>     | #VALUE!        | <b>405</b>      | <b>422</b>       | <b>367</b>       |
| <b>16.3 - Operating Statistics-Signatory landing fee rate</b>    | <b>1.50</b>    | \$ <b>2.00</b> | \$ <b>2.44</b>  | \$ <b>2.07</b>   | \$ <b>1.82</b>   |
| Parking and ground transportation revenue                        | \$ 1,795,497   | \$ 1,729,067   | \$ 5,409,256    | \$ 11,777,185    | \$ 11,946,132    |
| Terminal-food and beverage revenue                               | \$ 114,282     | \$ 197,126     | \$ 245,862      | \$ 1,241,198     | \$ 393,510       |
| <b>Terminal-food and beverage revenue/Enp</b>                    | <b>\$ 0.50</b> | <b>\$ 0.34</b> | <b>\$ 0.32</b>  | <b>\$ 0.70</b>   | <b>\$ 0.38</b>   |
| Rental car revenue-excludes customer facility charges            | \$ 1,095,160   | \$ 1,985,982   | \$ 3,744,759    | \$ 5,894,261     | \$ 5,466,912     |
| <b>Rental car revenue/Enp</b>                                    | <b>\$ 4.78</b> | <b>\$ 3.47</b> | <b>\$ 4.85</b>  | <b>\$ 3.31</b>   | <b>\$ 5.30</b>   |
| Parking and ground transportation revenue                        | \$ 1,795,497   | \$ 1,729,067   | \$ 5,409,256    | \$ 11,777,185    | \$ 11,946,132    |
| <b>Parking and ground transportation revenue/Enp</b>             | <b>7.83</b>    | <b>3.02</b>    | <b>7.01</b>     | <b>6.61</b>      | <b>11.59</b>     |
|  | x              | x              | x               | x                | x                |
| Expenses   |                |                |                 |                  |                  |
| 16.7 - Operating Statistics-Security and law enforcement costs   | \$ 1,829,713   | \$ 3,024,646   | \$ 3,633,138    | \$ 1,997,361     | \$ 1,338,282     |
| <b>Security/Law Enforcement Cost/Enp</b>                         | <b>\$ 7.98</b> | <b>\$ 5.28</b> | <b>\$ 4.71</b>  | <b>\$ 1.12</b>   | <b>\$ 1.30</b>   |
| 16.8 - Operating Statistics-ARFF costs                           | \$ 1,136,601   | \$ 3,024,646   | \$ 1,010,700    | \$ 1,535,106     | \$ 1,265,891     |
| <b>ARFF Cost/Enp</b>   | <b>\$ 4.96</b> | <b>\$ 5.28</b> | <b>\$ 1.31</b>  | <b>\$ 0.86</b>   | <b>\$ 1.23</b>   |
| 16.10 - Operating Statistics-Marketing/ Advertising/Promotions   | \$ 1,202,529   | \$ 8,835       | \$ 676,903      | \$ 1,117,545     | \$ 1,868,365     |
| <b>Marketing/Advertising per Enp</b>                             | <b>\$ 5.24</b> | <b>\$ 0.02</b> | <b>\$ 0.88</b>  | <b>\$ 0.63</b>   | <b>\$ 1.81</b>   |
| DD1f - Total Debt Outstanding                                    | \$ -           | \$ -           | \$ 49,455,000   | \$ 5,497,988     | \$ 4,124,358     |
| <b>Debt Outstanding/Enplanement</b>                              | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ 64.11</b> | <b>\$ 3.08</b>   | <b>\$ 4.00</b>   |

**MLB**  
**Performance Measures-Small Hub Airports**  
**1/2/2018**

|  | Melbourne, FL  | Huntsville, AL  | Wichita, KS      | Phoenix/Mesa, AZ | Madison, WI     |
|--|----------------|-----------------|------------------|------------------|-----------------|
| <b>16.1 - Operating Statistics-Enplanements</b>                  | <b>229,337</b> | <b>539,109</b>  | <b>810,246</b>   | <b>673,442</b>   | <b>955,128</b>  |
| <b>U8 - Liquidity Ratio (current assets/current liabilities)</b> | <b>2.2</b>     | <b>4.4</b>      | <b>4.3</b>       | <b>-</b>         | <b>4.6</b>      |
| <b>U9 - Unrestricted Cash Reserves (# days)</b>                  | <b>280</b>     | <b>797</b>      | <b>472</b>       | <b>654</b>       | <b>1,421</b>    |
| <b>16.3 - Operating Statistics-Signatory landing fee rate</b>    | <b>1.50</b>    | <b>\$ 1.65</b>  | <b>\$ 2.62</b>   | <b>\$ 1.20</b>   | <b>\$ 2.69</b>  |
| Parking and ground transportation revenue                        | \$ 1,795,497   | \$ 6,763,394    | \$ 7,477,071     | \$ 2,997,136     | \$ 10,311,420   |
| Terminal-food and beverage revenue                               | \$ 114,282     | \$ 119,845      | \$ 414,719       | \$ 310,198       | \$ 886,862      |
| <b>Terminal-food and beverage revenue/Enp</b>                    | <b>\$ 0.50</b> | <b>\$ 0.22</b>  | <b>\$ 0.51</b>   | <b>\$ 0.46</b>   | <b>\$ 0.93</b>  |
| Rental car revenue-excludes customer facility charges            | \$ 1,095,160   | \$ 2,243,274    | \$ 3,870,068     | \$ 1,905,319     | \$ 2,384,885    |
| <b>Rental car revenue/Enp</b>                                    | <b>\$ 4.78</b> | <b>\$ 4.16</b>  | <b>\$ 4.78</b>   | <b>\$ 2.83</b>   | <b>\$ 2.50</b>  |
| Parking and ground transportation revenue                        | \$ 1,795,497   | \$ 6,763,394    | \$ 7,477,071     | \$ 2,997,136     | \$ 10,311,420   |
| <b>Parking and ground transportation revenue/Enp</b>             | <b>7.83</b>    | <b>12.55</b>    | <b>9.23</b>      | <b>4.45</b>      | <b>10.80</b>    |
|  | x              | x               | x                | x                | x               |
| Expenses   |                |                 |                  |                  |                 |
| 16.7 - Operating Statistics-Security and law enforcement costs   | \$ 1,829,713   | \$ 570,711      | \$ 4,404,698     | \$ 463,449       | \$ 924,953      |
| <b>Security/Law Enforcement Cost/Enp</b>                         | <b>\$ 7.98</b> | <b>\$ 1.06</b>  | <b>\$ 5.44</b>   | <b>\$ 0.69</b>   | <b>\$ 0.97</b>  |
| 16.8 - Operating Statistics-ARFF costs                           | \$ 1,136,601   | \$ 1,651,200    | \$ -             | \$ 1,161,669     | \$ -            |
| <b>ARFF Cost/Enp</b>   | <b>\$ 4.96</b> | <b>\$ 3.06</b>  | <b>\$ -</b>      | <b>\$ 1.72</b>   | <b>\$ -</b>     |
| 16.10 - Operating Statistics-Marketing/ Advertising/Promotions   | \$ 1,202,529   | \$ 813,739      | \$ 626,942       | \$ 151,920       | \$ 525,366      |
| <b>Marketing/Advertising per Enp</b>                             | <b>\$ 5.24</b> | <b>\$ 1.51</b>  | <b>\$ 0.77</b>   | <b>\$ 0.23</b>   | <b>\$ 0.55</b>  |
| DD1f - Total Debt Outstanding                                    | \$ -           | \$ 32,813,666   | \$ 144,430,372   | \$ 30,177,032    | \$ 22,213,170   |
| <b>Debt Outstanding/Enplanement</b>                              | <b>\$ -</b>    | <b>\$ 60.87</b> | <b>\$ 178.25</b> | <b>\$ 44.81</b>  | <b>\$ 23.26</b> |



# MLB

## Performance Measures-Small Hub Airports

1/2/2018

|  | Melbourne, FL  | Myrtle Beach, SC | Sarasota, FL   | Daytona Beach   |
|--|----------------|------------------|----------------|-----------------|
| <b>16.1 - Operating Statistics-Enplanements</b>                  | <b>229,337</b> | <b>1,027,714</b> | <b>593,913</b> | <b>357,213</b>  |
| <b>U8 - Liquidity Ratio (current assets/current liabilities)</b> | <b>2.2</b>     | <b>13.0</b>      | <b>5.2</b>     | <b>8.8</b>      |
| <b>U9 - Unrestricted Cash Reserves (# days)</b>                  | <b>280</b>     | <b>1,117</b>     | <b>518</b>     | <b>448</b>      |
| <b>16.3 - Operating Statistics-Signatory landing fee rate</b>    | <b>1.50</b>    | <b>\$ 1.38</b>   | <b>0.45</b>    | <b>1.35</b>     |
| Parking and ground transportation revenue                        | \$ 1,795,497   | \$ 4,206,394     | \$ 3,534,121   | \$ 2,085,940    |
| Terminal-food and beverage revenue                               | \$ 114,282     | \$ 452,880       | \$ 328,152     | \$ 179,805      |
| <b>Terminal-food and beverage revenue/Enp</b>                    | <b>\$ 0.50</b> | <b>\$ 0.44</b>   | <b>\$ 0.55</b> | <b>\$ 0.50</b>  |
| Rental car revenue-excludes customer facility charges            | \$ 1,095,160   | \$ 4,431,176     | \$ 4,272,441   | \$ 1,374,564    |
| <b>Rental car revenue/Enp</b>                                    | <b>\$ 4.78</b> | <b>\$ 4.31</b>   | <b>\$ 7.19</b> | <b>\$ 3.85</b>  |
| Parking and ground transportation revenue                        | \$ 1,795,497   | \$ 4,206,394     | \$ 3,534,121   | \$ 2,085,940    |
| <b>Parking and ground transportation revenue/Enp</b>             | <b>7.83</b>    | <b>4.09</b>      | <b>5.95</b>    | <b>5.84</b>     |
|  | x              | x                | x              |                 |
| Expenses   |                |                  |                |                 |
| 16.7 - Operating Statistics-Security and law enforcement costs   | \$ 1,829,713   | \$ 1,138,430     | \$ 1,565,802   | \$ 926,726      |
| <b>Security/Law Enforcement Cost/Enp</b>                         | <b>\$ 7.98</b> | <b>\$ 1.11</b>   | <b>\$ 2.64</b> | <b>\$ 2.59</b>  |
| 16.8 - Operating Statistics-ARFF costs                           | \$ 1,136,601   | \$ 1,108,668     | \$ 1,509,971   | \$ 957,884      |
| <b>ARFF Cost/Enp</b>   | <b>\$ 4.96</b> | <b>\$ 1.08</b>   | <b>\$ 2.54</b> | <b>\$ 2.68</b>  |
| 16.10 - Operating Statistics-Marketing/ Advertising/Promotions   | \$ 1,202,529   | \$ 195,771       | \$ 1,056,923   | \$ 408,826      |
| <b>Marketing/Advertising per Enp</b>                             | <b>\$ 5.24</b> | <b>\$ 0.19</b>   | <b>\$ 1.78</b> | <b>\$ 1.14</b>  |
| DD1f - Total Debt Outstanding                                    | \$ -           | \$ 56,785,000    | \$ -           | \$ 12,555,000   |
| <b>Debt Outstanding/Enplanement</b>                              | <b>\$ -</b>    | <b>\$ 55.25</b>  | <b>\$ -</b>    | <b>\$ 35.15</b> |

# MLB

## Performance Measures-Non Hub Airports

1/2/2018

|  | Melbourne, FL  | ACI Non Hub Avg | Baton Rouge | Lansing   | Roanoke   |
|--|----------------|-----------------|-------------|-----------|-----------|
| <b>16.1 - Operating Statistics-Enplanements</b>                | <b>229,337</b> | <b>268,950</b>  | 386,987     | 188,630   | 308,527   |
| U8 - Liquidity Ratio (current assets/current liabilities)      | 2.2            | 4.1             | -           | 6.93      | 3.18      |
| U9 - Unrestricted Cash Reserves (# days)                       | 280            | 551             | (134)       | 693       | 811       |
| <b>16.3 - Operating Statistics-Signatory landing fee rate</b>  | <b>1.50</b>    | <b>2.53</b>     | 2.34        | 2.87      | 2.27      |
| Terminal-food and beverage revenue                             | \$ 114,282     |                 | 175,000     | 41,852    | 85,663    |
| <b>Terminal-food and beverage revenue/Enp</b>                  | <b>\$ 0.50</b> | <b>\$ 0.30</b>  | \$ 0.45     | \$ 0.22   | \$ 0.28   |
| Rental car revenue-excludes customer facility charges          | \$ 1,095,160   |                 | 2,067,006   | 843,577   | 1,457,438 |
| <b>Rental car revenue/Enp</b>                                  | <b>\$ 4.78</b> | <b>\$ 4.59</b>  | \$ 5.34     | \$ 4.47   | \$ 4.72   |
| Parking and ground transportation revenue                      | \$ 1,795,497   |                 | 3,541,177   | 1,340,550 | 3,339,466 |
| <b>Parking and ground transportation revenue/Enp</b>           | <b>7.83</b>    | <b>9.00</b>     | \$ 9.15     | \$ 7.11   | \$ 10.82  |
|  | x              |                 |             |           |           |
| Expenses   |                |                 |             |           |           |
| 16.7 - Operating Statistics-Security and law enforcement costs | \$ 1,829,713   |                 | -           | 673,728   | 893,075   |
| <b>Security/Law Enforcement Cost/Enp</b>                       | <b>\$ 7.98</b> | <b>\$ 2.81</b>  | \$ -        | \$ 3.57   | \$ 2.89   |
| 16.8 - Operating Statistics-ARFF costs                         | \$ 1,136,601   |                 | 3,364,002   | 551,232   | 759,002   |
| <b>ARFF Cost/Enp</b>   | <b>\$ 4.96</b> | <b>\$ 4.82</b>  | \$ 8.69     | \$ 2.92   | \$ 2.46   |
| 16.10 - Operating Statistics-Marketing/ Advertising/Promotions | \$ 1,202,529   |                 | 436,696     | 877,740   | 197,839   |
| <b>Marketing/Advertising per Enp</b>                           | <b>\$ 5.24</b> | <b>\$ 1.64</b>  | \$ 1.13     | \$ 4.65   | \$ 0.64   |
| DD1f - Total Debt Outstanding                                  | \$ -           |                 | 1,458,750   | 6,365,000 | -         |
| <b>Debt Outstanding/Enplanement</b>                            | <b>\$ -</b>    | <b>\$ 36.66</b> | \$ 3.77     | \$ 33.74  | \$ -      |

# MLB

## Performance Measures-Non Hub Airports

1/2/2018

|  | Melbourne, FL  | Santa Barbara | San Luis Obispo | Tri-Cities |
|--|----------------|---------------|-----------------|------------|
| <b>16.1 - Operating Statistics-Enplanements</b>                  | <b>229,337</b> | 346,070       | 180,141         | 203,347    |
| <b>U8 - Liquidity Ratio (current assets/current liabilities)</b> | <b>2.2</b>     | -             | -               | 2.20       |
| <b>U9 - Unrestricted Cash Reserves (# days)</b>                  | <b>280</b>     | 584           | 1,107           | 245        |
| <b>16.3 - Operating Statistics-Signatory landing fee rate</b>    | <b>1.50</b>    | 3.88          | 1.30            | 2.49       |
| Terminal-food and beverage revenue                               | \$ 114,282     | 159,702       | 12,643          | -          |
| <b>Terminal-food and beverage revenue/Enp</b>                    | <b>\$ 0.50</b> | \$ 0.46       | \$ 0.07         | -          |
| Rental car revenue-excludes customer facility charges            | \$ 1,095,160   | 1,603,435     | 646,474         | 973,619    |
| <b>Rental car revenue/Enp</b>                                    | <b>\$ 4.78</b> | \$ 4.63       | \$ 3.59         | \$ 4.79    |
| Parking and ground transportation revenue                        | \$ 1,795,497   | 2,975,706     | 1,422,235       | 2,124,731  |
| <b>Parking and ground transportation revenue/Enp</b>             | <b>7.83</b>    | \$ 8.60       | \$ 7.90         | \$ 10.45   |
|  | x              |               |                 |            |
| Expenses   |                |               |                 |            |
| 16.7 - Operating Statistics-Security and law enforcement costs   | \$ 1,829,713   | 1,687,141     | 430,446         | 638,956    |
| <b>Security/Law Enforcement Cost/Enp</b>                         | <b>\$ 7.98</b> | \$ 4.88       | \$ 2.39         | \$ 3.14    |
| 16.8 - Operating Statistics-ARFF costs                           | \$ 1,136,601   | 2,379,427     | 564,965         | 638,956    |
| <b>ARFF Cost/Enp</b>   | <b>\$ 4.96</b> | \$ 6.88       | \$ 3.14         | \$ 3.14    |
| 16.10 - Operating Statistics-Marketing/ Advertising/Promotions   | \$ 1,202,529   | 424,186       | 108,096         | 322,039    |
| <b>Marketing/Advertising per Enp</b>                             | <b>\$ 5.24</b> | \$ 1.23       | \$ 0.60         | \$ 1.58    |
| DD1f - Total Debt Outstanding                                    | \$ -           | 48,321,202    | 5,887,131       | 2,065,000  |
| <b>Debt Outstanding/Enplanement</b>                              | <b>\$ -</b>    | \$ 139.63     | \$ 32.68        | \$ 10.16   |

Melbourne Airport  
Cash Flow Projection

|   | December        | January         | February         | March            | April           | May           | June          | July            | August        | September     |
|---|-----------------|-----------------|------------------|------------------|-----------------|---------------|---------------|-----------------|---------------|---------------|
| Beginning Cash Balance                                | \$ 15,090,106   | \$ 15,024,286   | \$ 14,992,699    | \$ 14,667,924    | \$ 14,226,938   | \$ 14,163,194 | \$ 14,172,082 | \$ 14,217,207   | \$ 14,174,486 | \$ 14,194,979 |
| Operating   |                 |                 |                  |                  |                 |               |               |                 |               |               |
| Revenue   | 1,286,417       | 1,320,651       | 1,357,357        | 1,334,199        | 1,441,070       | 1,566,455     | 1,397,362     | 1,362,517       | 1,372,730     | 1,353,747     |
| 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)       | (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)      | (12,703)      |
| Expenses  |                 |                 |                  |                  |                 |               |               |                 |               |               |
| Liability Insurance                                   |                 |                 |                  |                  |                 |               |               |                 |               |               |
| Vehicle Lease Payments                                |                 |                 |                  |                  |                 |               |               | (53,000)        |               |               |
| Personnel   | (410,659)       | (410,659)       | (410,659)        | (615,988)        | (410,659)       | (615,988)     | (410,659)     | (410,659)       | (410,659)     | (410,659)     |
| Operating   | (741,483)       | (741,483)       | (741,483)        | (741,483)        | (741,483)       | (741,483)     | (741,483)     | (741,483)       | (741,483)     | (741,483)     |
| ASIP Incentive-Porter Advertising Reimbursement       |                 |                 | (329,895)        | (217,618)        | (152,577)       |               |               |                 |               |               |
| City Allocations                                      | (179,733)       | (179,733)       | (179,733)        | (179,733)        | (179,733)       | (179,733)     | (179,733)     | (179,733)       | (179,733)     | (179,733)     |
| <b>Net Increase (Decrease) in Operating Cash</b>      | <b>(65,820)</b> | <b>(31,586)</b> | <b>(324,775)</b> | <b>(440,986)</b> | <b>(63,744)</b> | <b>8,888</b>  | <b>45,125</b> | <b>(42,720)</b> | <b>20,493</b> | <b>1,510</b>  |
| Ending Balance From Operations                        | \$ 15,024,286   | \$ 14,992,699   | \$ 14,667,924    | \$ 14,226,938    | \$ 14,163,194   | \$ 14,172,082 | \$ 14,217,207 | \$ 14,174,486   | \$ 14,194,979 | \$ 14,196,489 |

| Capital  | Total Cost | Funding |                |                |                |               |               |               |               |               |
|--|------------|---------|----------------|----------------|----------------|---------------|---------------|---------------|---------------|---------------|
| Project Expenditures                                     |            |         |                |                |                |               |               |               |               |               |
| Rehab Terminal-phase 1.3-deferred                        | 1,464,958  | E       |                |                |                |               |               |               |               |               |
| Rehab Terminal-phase 1.4-1.6-deferred                    | 3,039,600  | E       |                |                |                |               |               |               |               |               |
| ATCT Tower Equipment Relo                                | 1,023,130  | D       | (1,023,000)    |                |                |               |               |               |               |               |
| ATCT Tower Demo  | 388,000    | D       |                | (151,000)      | (237,000)      |               |               |               |               |               |
| Rehab Utilities-Airfield Facilities                      | 1,400,000  | E       |                |                | (200,000)      | (200,000)     | (200,000)     | (200,000)     | (200,000)     | (200,000)     |
| Ground Run Up Enclosure Facility                         | 4,000,000  | D       |                |                | (572,000)      | (572,000)     | (572,000)     | (572,000)     | (572,000)     | (568,000)     |
| Security System-phase 1                                  | 461,959    | D       |                |                |                |               |               |               |               |               |
| Terminal Transformation                                  | 34,000,000 | D       |                |                |                |               |               |               |               |               |
| ATCT Construction (FDOT)                                 | 540,000    | D       |                |                |                | (540,000)     |               |               |               |               |
| MRO Hangar   | 20,000     | S       |                | (20,000)       |                |               |               |               |               |               |
| R/W 9R/27L Rehab   | 4,462,180  | E       | (901,306)      | (1,800,000)    |                |               |               |               |               |               |
| FIS Phase II   | Complete   |         |                |                |                |               |               |               |               |               |
| Capital Maintenance/Major R&M                            | 215,000    | C       | (10,000)       | (65,000)       | (55,000)       |               |               |               |               |               |
| Total Capital Outlay                                     |            |         | (1,934,306)    | (2,036,000)    | (1,064,000)    | (772,000)     | (1,312,000)   | (772,000)     | (772,000)     | (768,000)     |
| Grant Revenue  |            |         |                |                |                |               |               |               |               |               |
| FAA Grant 46 Tower Demo                                  |            |         |                | 135,000        | 213,300        |               |               |               |               |               |
| FDOT Grant-ATCT Demo                                     |            |         |                |                | 19,400         |               |               |               |               |               |
| FDOT Grant-ATCT Equip Relo                               |            |         |                |                |                | 511,500       |               |               |               |               |
| FDOT Grant ATCT Construction                             |            |         |                |                |                |               | 270,000       |               |               |               |
| FAA Grant 44- R/W 9R/27L Construction                    |            |         | 892,000        | 1,620,000      |                |               |               |               |               |               |
| FDOT Grant-Tower Demo/Equip                              |            |         |                |                |                | 19,444        |               |               |               |               |
| FDEO-Rehab Utilities                                     |            |         |                |                |                |               | 600,000       |               |               | 800,000       |
| State Grant-Ground Run up                                |            |         |                |                | 572,000        | 572,000       | 572,000       | 572,000       | 572,000       | 568,000       |
| Total Grant Revenue                                      |            |         | 892,000        | 1,620,000      | 135,000        | 804,700       | 1,102,944     | 1,172,000     | 842,000       | 572,000       |
| <b>PFC Collections (Reimbursement of Eligible Costs)</b> |            |         | <b>100,000</b> | <b>110,430</b> | <b>102,000</b> | <b>97,000</b> | <b>85,000</b> | <b>85,000</b> | <b>85,000</b> | <b>85,000</b> |
| Net Increase (Decrease) in Cash From Capital             |            |         | (942,306)      | (305,570)      | (827,000)      | 129,700       | (124,056)     | 485,000       | 155,000       | (111,000)     |
| Beginning Cash/Investments                               | 15,090,106 |         | 14,081,980     | 13,744,823     | 12,593,048     | 12,281,762    | 12,093,962    | 12,587,850    | 12,787,975    | 12,630,254    |
| Ending Cash/Investments                                  | 14,081,980 |         | 13,744,823     | 12,593,048     | 12,281,762     | 12,093,962    | 12,587,850    | 12,787,975    | 12,630,254    | 13,994,257    |
|  | 14,081,980 |         | 13,744,823     | 12,593,048     | 12,281,762     | 12,093,962    | 12,587,850    | 12,787,975    | 12,630,254    | 13,994,257    |

**Orlando Melbourne International Airport  
Police Department  
Monthly Activity Report  
February 2018**

| <b>Police Activity</b>             | <b>Feb 2018</b> |
|------------------------------------|-----------------|
| TSA Required Checks                |                 |
| Response to Door & Gate Alarms     | 161             |
| TSA Assists                        | 7               |
| Perimeter                          | 104             |
| Door inspections                   | 5               |
| SIDA & Secure Area Inspections     | 209             |
| Gate Inspections                   | 6               |
| Customs Assists / Weapons Check    | 0               |
| Security Violations                | 3               |
| Assist to Other Agencies           | 9               |
| Aircraft Alerts                    | 1               |
| *Other Incident Reports            | 302             |
|                                    |                 |
| <b>Total</b>                       | <b>808</b>      |
|                                    |                 |
| <b>Traffic / Parking Citations</b> | <b>8</b>        |
|                                    |                 |
| <b>Administrative Action</b>       |                 |
| Security Badges Issued             | 104             |
| Parking Permits Issued             | 1               |
|                                    |                 |
| <b>Total</b>                       | <b>105</b>      |
|                                    |                 |



A handwritten signature in blue ink, appearing to read "R Purden", is written over a horizontal line.

**Renee Purden  
Chief of Police**

Security Violations:

12/01/18 –gate agent exited the concourse and left jetway door open. Case # 18-0350

12/03/18 – AJC allowed an expired badge person to enter the SIDA without properly checking his credentials.

Case # 18-0351

12/06/18 –SAT Climatic Inc. service tech was found not being escorted Case # 18-0356