



**MELBOURNE AIRPORT AUTHORITY BOARD**  
Minutes for June 26, 2019 Board Meeting  
Airport Board Room

At which were present: Mr. Jack L. Ryals, Chairman  
Mayor Kathy Meehan, Vice Chairman  
The Honorable Debbie Thomas, Vice Mayor  
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

**Pledge of Allegiance**

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

- 2018 Annual Report was given to all board members.
- American Airlines nonstop to Philadelphia begins daily flights December 2019.
- New employee Edward Bexfield, Utility Specialist welcomed.
- CPR certifications of MLB staff and MAPD.
- MLB hosts FIT aviation summer camp students.
- Refreshments given to help with summer heat for airport staff, ground crew and airline staff.
- Land Development Workshop Wednesday, August 22 at 10 a.m. in the MAA Board Room.

**Action Items**

Approval of the minutes for the May 22, 2019 meeting. A motion was made by Mayor Meehan for approval of meeting minutes, seconded by Mr. Thomas. Motion passed unanimously.

**Item A-1 Recommendation for Approval to Extend the Contract for Purchase and Sale of 2.5 Acre Parcel.**

Mr. Donovan explained that on January 24, 2018 the board approved the sale of the 2.5 acre parcel to Matthew Development. The current purchase and sale agreement expires on August 24, 2019. Item A-1 is for an extension of the contract for another eight months to extend the contract to April 24, 2020. Terms of this agreement have not changed, just the time extension.

Staff recommends the approval of Item A-1. A motion was made by Ms. Thomas to approve the extension of the contract for purchase and sale of 2.5 acre parcel, seconded by Mayor Meehan. Motion passed unanimously.

**Item A-2 Recommendation to Approve the Consent to Assignment of Lease from James W. Jensen Living Trust U/T/A Dated July 1, 2002 to Satcom Direct, Inc.**

Mr. Donovan explained that Mr. James Jensen, Chief Executive Officer of Satcom Direct, Inc. has approached the airport regarding assigning the lease from his personal trust to Satcom Direct, Inc.

Staff recommends approval of Item A-2. Motion was made by Mr. Potter to approve the Consent to Assignment of Lease from James W. Jensen Living Trust U/T/A dated July 1, 2001 to Satcom Direct, Inc., seconded by Mayor Meehan. Motion passed unanimously.

**Item A-3 Recommendation to Approve Renewal of Airport Liability Insurance Coverage Policy.**

Mr. Donovan explained that the airport's liability insurance policy renewal date is July 14, 2019. The coverage will remain the same with Arthur J. Gallagher Risk Managements Services, Inc., with the exclusion of the air show endorsement. The policy is for \$100,000,000 of liability coverage.

Mr. Mikuen asked if the deductible and all other terms are consistent with prior years. He asked when it comes up for renewal again that staff does some benchmarking with other airports and update the board. Mr. Donovan stated the terms are consistent with the prior years and benchmarking will be conducted for next renewal period. Mr. Potter asked if this policy is in the range of other comparable airports. Mr. Donovan stated he believes it is comparable.

Staff recommends approval of Item A-3. Motion was made by Mr. Thomas for renewal of airport liability insurance coverage policy, seconded by Mr. Mikuen. Motion passed unanimously.

**Discussion Items**

**Item D-1 FY 2019/20 Proposed Budget**

Mr. Donovan opened the budget discussion by explaining that the proposed budget is being introduced today. At the next board meeting the budget will be presented to the board for approval. Then there will be two public hearings at City Council in September as part of the approval process.

The proposed budget presentation was given by Mr. O'Dell. The board was given a hard copy of the proposed budget and offered one-on-one discussion with Mr. O'Dell if so requested. He proceeded to explain and highlight some of the major areas within the budget.

Mr. O'Dell covered revenue breakdown with details including; total capital fund, Customer Facility Charge (CFC), Passenger Facility Charge (PFC) and the operating fund. Details regarding Taxi and Transportation Network Company (TNC) trip fees were presented including an explanation regarding trip fee reporting and an agreement with Uber and Lyft enabling this revenue source. Significant revenue changes were explained. Items included were: parking rate increase, taxi and TNC trip fees,

decrease in tourism marketing support, air traffic control tower (ATCT) lease, the not charging a Tropical Haven capital assessment, commercial business rent, and car rental concessions.

Total operating expense details including; personnel, city indirect costs, Ad Valorem tax, repair and maintenance, utilities, and consulting/lobbying support. Significant expense changes were explained. Items discussed were; police radios, marketing incentives, advertising, ATCT building maintenance and operations (M&O), terminal M&O, customs expense, ground handling increase, Aircraft Rescue Firefighting (ARFF) station M&O.

City Cost Allocation plan was explained. The city and airport have agreed to do annual true-ups. Other indirect cost allocations were discussed; workers compensation, ARFF, police charges, IT services, risk management, and services provided by general fund.

Mr. O'Dell concluded his presentation with budget timeline details; July 24 will be the next MAA Board Meeting for approval of the FY20 budget, September 11 is the first city council public hearing of the MAA budget and September 25 is the second city council public hearing/adoption of the MAA budget.

## **Informational Items**

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

Top ten revenues and expenses were presented.

- Cash Flow statement has been modified.
- CFC collected and on-target for budget.
- New report; Gross Concession revenue.

Mr. Mikuen questioned why the landing fees are higher, but passenger numbers are down. Mr. Donovan explained that the landing fees are based on the landing weight of the aircraft. The rate is based on per thousand pounds so if an empty plane lands that would be less passenger count, but would still have landing fees. This is the impact of the STS operation. The fees also depend on the aircraft type, size, and frequency of flights.

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

Halfway through the third year with Menzies Aviation as our ground handling partner.

Menzies is a world-class ground handler, strategically positioning MLB for growth.

The last six months have been the best so far from a performance / operations perspective:

- MLB has received Delta Air Lines "station of the month" twice and our year to date metrics are 100%.
- For American Airlines MLB scored an "A" grade three months in a row and currently has an "A" year to date.
- Also, our station received an award for being "damage free for 5+ years".

The success most importantly comes from an understanding of putting our passengers first.

Close working relationships have been developed between the airport, Menzies, and the airlines.

All parties are working together as a team to achieve this excellence.

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

#### **Ground Run-up Enclosure**

Siting of the GRE is underway.

Several potential locations have been assessed for environmental concerns.

All have come back with negative results.

The engineer is currently submitting a request to the FAA for a variance for the preferred location between the runways.

A response from the FAA is expected in June.

Project should be available for bid in July with an August board meeting approval.

#### **Replacement of Passenger Boarding Bridges 7 & 4**

Only one bid was received out of four potential bidders.

The bid was reviewed and deemed acceptable as it was within budget.

Staff has reviewed with the FAA and they concur.

Approved at the May board meeting, staff forward the results to the FAA for funding.

Funding not expected until August with a project start date in September.

#### **Obstruction Removal and Lighting**

Only one bid was received out of three potential bidders.

Bid came in three times the budget.

Staff discussed with the FAA and noted that the project will have to be re-bid.

Staff met with the engineer and the bidder to review costs and scope.

Project will be re-bid in June.

FAA is working with staff to keep this project in this fiscal year.

Once approved, staff will forward the results to the FAA and FDOT for funding.

Funding not expected until August with a project start date in September.

#### **Perimeter Patrol Roads**

Staff has finalized the criteria with the engineer.

This project will go out to bid in late September to be part of the fiscal year 2020 budget in October.

#### **Taxiway "S" Improvements, Phase 1**

Staff is working with Airport Engineering Company to determine the best feasibility for the project.

This project will be divided into two phases (current needs and future needs)

Staff is looking at potential funding from unused FDOT grant money that we may be able to tap into.

#### **Monument Sign at St. Michael Place**

Monument sign for St. Michael Place is currently in for permitting.

Site work for the sign location has been prepared.

After permit approval, the sign should be completed within 5 to 6 weeks.

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

Engineering design has been completed.

Implementation plan is in the process, to be completed mid-August.

Actual work should begin middle to late August.

The next step would be the Operational Readiness Inspection.  
The actual cut-over would be Tuesday, October 15, 2019 at midnight.  
No invoice has been received yet.  
Tear down of old tower expected 8-10 weeks after complete move in to new tower.

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

**Memorandum of Understanding (MOU)**

MOU in place for tenant on the 7.3 acre parcel.  
Another MOU for the 4 acre parcel to the west of the 7.3 acre parcel is completed.

**STS**

Lease agreement is in the process for STS to lease all of unit 1.

**Public Speakers**

None

**In Closing**

The meeting was adjourned by Chairman Ryals at 9:40 a.m.

**PREPARED BY:**

\_\_\_\_\_  
Tammy Till, Board Secretary

**SUBMITTED BY:**

\_\_\_\_\_  
Greg Donovan, A.A.E.  
Executive Director

**APPROVED BY ACTION OF AIRPORT AUTHORITY:**

\_\_\_\_\_  
Jack L. Ryals, Chairman



*MELBOURNE AIRPORT AUTHORITY BOARD MEETING*

**AGENDA**

July 24, 2019 at 8:30 AM

Orlando Melbourne International Airport Board Room

**Pledge of Allegiance**

**Airport Announcements**

**Action Items**

Approval of the minutes of the June 26, 2019 meeting in the Orlando Melbourne International Airport Board Room.

**Item A-1 Approval of a Commercial Building Lease at 1100 Woody Burke with ARES Defense Systems, Inc.**

ARES Defense Systems, Inc. (ARES) is a privately held company with a historical emphasis in small arms and outdoor gear design and manufacturing. It is also exploring opportunities in other markets to include industrial, consumer and aeronautics product design. It plans to begin offering product development services to entities outside of the company beginning January 2020.

The lease of 1100 Woody Burke is to support its facilities and workforce expansion and anticipates future business engagement in the aviation/aerospace sectors. ARES estimates it will be spending \$500,000 in improvements to the building, many of which will remain with the building at the end of its tenancy. Some of the planned improvements include:

- Finalize demolition of the unfinished space to create a machining area to include a portion of 25-inch thick reinforced isolation pads, grid entire concrete floor and re-level to one continuous surface, install epoxy surface finish, insulate, and install sheet rock coverings along with other improvements such as multiple banks for high brightness LED lighting.
- Installation of a 12-foot-by-12-foot heavy gage roll-up door on the backside of the building.
- Removal, replacement, and maintenance of landscaping.
- Paint and trim paint the exterior of the building.
- Restripe parking and loading areas.

The salient points of the Lease are as follows:

- **Term:** Base term of five years plus construction period with two, five-year option periods. After the first two years, ARES may terminate the lease with 90 days' written notice and a termination fee equal to three months' rent.
- **Lease Rate:**
  - Construction Period - from August 1, 2019 through December 31, 2019, or when improvements are substantially complete, whichever occurs first - Waived Rent.
  - Year 1 – Annual base rent of \$4.50 per square foot for 22,000 square feet of the 25,200 square foot facility, which is \$99,000.
  - Year 2 – Annual base rent of \$4.50 plus CPI increase per square foot for the entire 25,200 square foot facility, which is \$113,400.
  - Year 3 – Annual base rent of \$9.00 per square foot, which is \$226,800.
  - Year 4 – Annual base rent of \$9.00 per square foot plus the CPI increase.
  - Year 5 - Annual base rent of previous adjusted rate plus \$1.00 and CPI increase.

This is based on an appraisal of the site with a rental rate of \$9.00 per square foot per year.
- **Rent Adjustments:** CPI adjustments will occur every year with a minimum of 2 percent and a maximum of 5 percent per year, except on the year 3 increase.
- **Rent Credit:** ARES is eligible to receive up to a \$10,000 rent credit during Year 1 for bringing the fire alarm system up to code.
- **Deposit:** \$18,900, representing one month of rent at \$9.00 per square foot.
- **Taxes and Fees:** ARES is responsible for all taxes and fees associated with the lease.
- **Maintenance:** Airport is responsible for the replacement of the HVAC system or any HVAC units, if necessary. It is also responsible for any roof repairs or replacement.

This building lease will generate revenues of approximately \$794,600 over the original term of the lease, not including CPI adjustments, but does include the \$10,000 rent credit.

Staff recommends approval of the Commercial Building Lease of 1100 Woody Burke with ARES Defense Systems, Inc., and authorization for the Executive Director to execute said Lease on the behalf of the Authority.

#### **Item A-2 Approval of an Option to Lease with ARES Defense Systems, Inc.**

This item is related to Item A-1. ARES Defense Systems (ARES) plans to construct a corporate hangar on 4.222 acres on the Southside of the Airport. A Memorandum of Understanding with regard to the future lease has been signed by ARES and will be fully executed with approval of this item.

Due to the location of the infrastructure of the current tower, if ARES were to begin construction today, the existing infrastructure would need to be relocated. Since that tower will be decommissioned and demolished, both the Airport and ARES agree it would be more fiscally and operationally prudent to delay entering into a lease until it can reasonably begin construction.

The salient points of the Option are as follows:

Option Parcel Size: ±4.222 acres  
 Option Period: Six months with a six-month extension  
 Cost of Option: \$2,482.79 per six-month period  
 Broker Fee: No broker fee

Staff recommends approval of the Option to Lease with ARES Defense Systems, Inc., and authorization for the Executive Director to execute said Option on the behalf of the Authority.

**Item A-3 Recommendation to Award the Tropical Haven Road and Drainage Repairs to the lowest responsive qualified bidder, Masci General Contractor, Inc. from Port Orange, Florida in the amount of \$129,308.50.**

Sections of the roads at Tropical Haven have been deteriorating over time. Each year an assessment of the road conditions are made and those critical areas to be repaired are identified. The assessment this year produced enough areas for repairs that it was divided in half to do work this fiscal year and the rest next year with the most critical areas to be done this year. A design for the repairs was completed and the project was bid. Six firms requested bid packages and only two firms submitted bids. The low bid amount was \$129,308.50. This was \$80,000 lower than the second bid. The lowest responsive qualified bidder was Masci General Contractor, Inc. from Port Orange, Florida, the same firm who won the road repair project last year and did a good job.

Along with the cost of construction, engineering and miscellaneous costs have been included below for a total cost of the project of \$146,709. The current remaining budget for this project is \$65,000. The Airport has realized savings from other projects that can be used to cover the budget shortfall. As time will only degrade the quality of the paving move, staff recommends completing as much of this project now as possible.

|                         | <u>Project Costs</u> |
|-------------------------|----------------------|
| Construction            | \$ 129,309           |
| Engineering & Testing   | 16,400               |
| Misc- Ads, Prints, Etc. | 1,000                |
|                         | <u>\$ 146,709</u>    |

Staff recommends approval of the contract to Masci General Contractor, Inc. from Port Orange, Florida in the amount of \$129,308.50 and authorization for the Executive Director to execute this contract on behalf of the Authority. In addition, Staff recommends approval of using \$81,709 in budget savings from other projects to provide adequate budget for the project.



**Item A-4 Recommendation to Approve Resolution 04-19 Federal Aviation Administration Grant for the Obstruction Removal and Markings Project.**

This action item is to accept the Federal Aviation Administration (FAA) entitlement grant from the Airport Improvement Program (AIP) to fund the Obstruction Removal and Markings Project. The funding for the proposed grant is:

|       |              |
|-------|--------------|
| FAA   | \$ 1,102,472 |
| FDOT  | \$ 28,213    |
| MAA   | \$ 94,284    |
| Total | \$ 1,224,969 |

Staff recommends approval of Resolution 04-19 Federal Aviation Administration grant for the Obstruction Removal and Markings Project and authorization for the Chairman to execute said resolution on behalf of the Authority.

**Item A-5 Recommendation to Approve Resolution 05-19 Florida Department of Transportation Grant for the Obstruction Removal and Markings Project.**

This action item is to approve the Florida Department of Transportation’s portion of the Obstruction Removal and Markings Project. The funding for the proposed grant is:

|       |              |
|-------|--------------|
| FAA   | \$ 1,102,472 |
| FDOT  | \$ 28,213    |
| MAA   | \$ 94,284    |
| Total | \$ 1,224,969 |

Staff recommends approval of Resolution 05-19 Florida Department of Transportation’s portion of the grant for the Obstruction Removal and Markings Project and authorization for the Chairman to execute said resolution on behalf of the Authority.

**Item A-6 Recommendation to Award the Obstruction Removal and Markings Project to the Lowest Responsive Qualified Bidder, KCF Site Development, LLC from Melbourne, Florida in the amount of \$1,059,977.10.**

In June 2017, the Melbourne Airport Authority (MAA) received bids for the 9R-27L Mill and Overlay Project, which included \$150,000 of obstruction removal. The Federal Aviation Administration (FAA) removed this from the project and in 2018, MAA submitted again under the entitlement funds and included the rest of the obstruction removal areas and markings as identified in the approved Master Plan. FAA rejected the delivery method for the project and the entitlement funds were rolled over to 2019.

Plans were prepared and bids received back in May. The bids came in three times the budget. A review following the bids found that bidders were cautious of FAA regulations in regards to the environmental impact of the project and adjusted its bids accordingly or did not bid at all. Plans were

revised and the project was re-bid. Three bids were received on Friday, July 19, 2019 with the lowest responsive qualified bidder being KCF Site Development, LLC from Melbourne, Florida.

Staff met with the FAA on the first bid and was given an opportunity to rebid the project and still allow the project to proceed under this year's discretionary funds.

Staff recommends approval of the award to KCF Site Development, LLC from Melbourne, Florida in the amount of \$1,059,977.10 for the Obstruction Removal and Markings Project, contingent upon receiving FAA Airport Improvement Program (AIP) entitlement funding, approval of Resolution 04-19 and authorization for the Executive Director to execute said contract on behalf of the Authority.

**Item A-7 Recommendation to Approve Resolution 06-19 Approving the Airport Operating and Capital Budget for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020.**

During the June Board meeting, Staff presented the fiscal year 2019-2020 budget and distributed the Budget Book along with the Executive Director's memorandum. Attached is a copy of Resolution 06-19, 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 6-19, recommending the appropriation and allocation of all revenue and expenses of the airport for the fiscal year, beginning October 1, 2019, and ending September 30, 2020, that will be forwarded to city council for adoption after board approval.

**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.*

## RESOLUTION NO. 4-19

A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY, BREVARD COUNTY, FLORIDA, ENTERING INTO AN "AIRPORT IMPROVEMENT PROGRAM GRANT" FOR THE OBSTRUCTION REMOVAL AND MARKINGS PROJECT WITH THE FEDERAL AVIATION ADMINISTRATION (FAA) PROVIDING FOR THE FINANCIAL PARTICIPATION BY THE FAA IN CERTAIN AIRPORT IMPROVEMENT PROJECTS AT THE ORLANDO MELBOURNE INTERNATIONAL AIRPORT

WHEREAS, the City of Melbourne Airport Authority has requested financial participation by the Federal Aviation Administration in certain Airport improvement projects, and

WHEREAS, the Federal Aviation Administration has approved the application request for financial assistance (use of entitlement funds) and agrees to a maximum participation in the amount not to exceed \$1,102,472.00 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, agrees to enter into an "Airport Improvement Program Grant" with the Federal Aviation Administration providing for assistance by the FAA in the form of a Grant in the amount not to exceed \$1,102,472.00 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 Federal Aviation Administration for the above grant and pledges its continued support and cooperation in the improvement and development of the Orlando Melbourne International Airport as a vital link in the Nation's Transportation System.

SECTION 4. This Resolution was duly passed at a regular meeting of the Melbourne Airport Authority, Brevard County, Florida, on the 24<sup>TH</sup> Day of July 2019.

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

ATTEST:

\_\_\_\_\_  
Greg Donovan, Executive Director

## RESOLUTION NO. 5-19

### **A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY, BREVARD COUNTY, FLORIDA, ENTERING INTO "JOINT PARTICIPATION AGREEMENT" FOR THE OBSTRUCTION REMOVAL AND MARKINGS 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 has approved the request for financial assistance and agrees to a maximum participation in the amount not to exceed \$28,213.00 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, agrees to enter into 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 \$28,213.00 upon the terms and conditions stated in said agreement

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. 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 24<sup>TH</sup> Day of July, 2019.

BY: \_\_\_\_\_  
Jack Ryals, Chairman  
Melbourne Airport Authority

ATTEST:

\_\_\_\_\_  
Greg Donovan, Executive Director

**RESOLUTION NO. 6-19**

**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, 2019 AND  
ENDING SEPTEMBER 30, 2020**

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 24, 2019, 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 2019-2020 is \$27,320,419.

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 24th Day of July, 2019.

**Operating Fund Budget**

**Revenues**

|  |                                    |
|--|------------------------------------|
| Operating                              | \$ 18,687,267                      |
| Investing                              | 174,939                            |
| PFC                                    | 1,106,119                          |
| CFC                                    | 775,000                            |
| Appropriations From Prior Year Surplus | <u>-</u>                           |
| <b>Total Revenues</b>                  | <b><u><u>\$ 20,743,325</u></u></b> |

**Expenses**

|                                  |                                    |
|----------------------------------|------------------------------------|
| Personal Services                | \$ 5,451,095                       |
| Operating                        | 12,080,072                         |
| City Allocations                 | 2,057,878                          |
| Capital Outlay (M&E)             | 291,500                            |
| Intra to Airport Capital Reserve | 862,780                            |
| Intra to Airport CIP             | <u>-</u>                           |
| <b>Total Expenses</b>            | <b><u><u>\$ 20,743,325</u></u></b> |

**Capital Projects Fund Budget**

**Revenues**

|           |                  |
|-----------|------------------|
| FAA       | \$ 3,932,184     |
| State     | 1,663,455        |
| MAA       | 981,455          |
| Sub total | <u>6,577,094</u> |

Capitalized Maintenance - MAA -

**Total Capital Projects Revenue** \$ 6,577,094

**Expenditures**

Improvements Other than Buildings \$ 6,577,094

**Total Capital Projects Expenditures** \$ 6,577,094

**Summary of Operating and Capital Project Budgets**

Operating Fund Budget \$ 20,743,325

Capital Projects Fund Budget \$ 6,577,094

**Total Budget** \$ 27,320,419

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 24th day of July 2019.

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

ATTEST:

\_\_\_\_\_  
Greg Donovan, A.A.E.  
Executive Director

# ORLANDO MELBOURNE INTERNATIONAL AIRPORT (MLB) MONTHLY ACTIVITY REPORT

## JUNE 2019

|                                     | 2019          | 2018          | MO CHANGE (%) |      | 2019 YTD       | 2018 YTD       | YTD CHANGE (%) |
|-------------------------------------|---------------|---------------|---------------|------|----------------|----------------|----------------|
|                                     |               |               | 2019          | 2018 |                |                |                |
| <b>PASSENGERS</b>                   |               |               |               |      |                |                |                |
| Revenue PAX - Domestic              |               |               |               |      |                |                |                |
| Enplaned                            | 18,104        | 17,274        | 4.8%          |      | 124,512        | 113,992        | 9.2%           |
| Deplaned                            | 18,055        | 17,176        | 5.1%          |      | 121,416        | 110,201        | 10.2%          |
| <b>Total Revenue PAX - Domestic</b> | <b>36,159</b> | <b>34,450</b> | <b>5.0%</b>   |      | <b>245,928</b> | <b>224,193</b> | <b>9.7%</b>    |
| Revenue PAX - Int'l                 |               |               |               |      |                |                |                |
| Enplaned                            | 14            | 169           | -91.7%        |      | 1,962          | 2,339          | -16.1%         |
| Deplaned                            | 19            | 206           | -90.8%        |      | 1,780          | 2,208          | -19.4%         |
| <b>Total Revenue PAX - Int'l</b>    | <b>33</b>     | <b>375</b>    | <b>-91.2%</b> |      | <b>3,742</b>   | <b>4,547</b>   | <b>-17.7%</b>  |
| Non-Revenue PAX                     |               |               |               |      |                |                |                |
| Enplaned                            | 708           | 700           | 1.1%          |      | 5,237          | 5,166          | 1.4%           |
| Deplaned                            | 750           | 743           | 0.9%          |      | 5,546          | 5,533          | 0.2%           |
| <b>Total Non-Revenue PAX</b>        | <b>1,458</b>  | <b>1,443</b>  | <b>1.0%</b>   |      | <b>10,783</b>  | <b>10,699</b>  | <b>0.8%</b>    |
| <b>Total PASSENGERS</b>             | <b>37,650</b> | <b>36,268</b> | <b>3.8%</b>   |      | <b>260,453</b> | <b>239,439</b> | <b>8.8%</b>    |

| <b>CARGO Express/Freight/Sm Parcels (lbs)</b> |       |       |        |  |        |        |        |
|---|-------|-------|--------|--|--------|--------|--------|
| OUT   | 6,075 | 5,434 | 11.8%  |  | 51,294 | 53,925 | -4.9%  |
| IN  | 2,342 | 725   | 223.0% |  | 14,257 | 22,453 | -36.5% |

|                          |              |              |              |  |               |               |               |
|--------------------------|--------------|--------------|--------------|--|---------------|---------------|---------------|
| <b>Total CARGO (lbs)</b> | <b>8,417</b> | <b>6,159</b> | <b>36.7%</b> |  | <b>65,551</b> | <b>76,378</b> | <b>-14.2%</b> |
| Cargo in Metric Tons     | 4            | 3            |              |  | 30            | 35            |               |

| <b>AIRCRAFT OPERATIONS</b>   |       |       |        |  |        |        |        |
|------------------------------|-------|-------|--------|--|--------|--------|--------|
| Air Carrier                  | 488   | 399   | 22.3%  |  | 3,249  | 2,453  | 32.5%  |
| Air Taxi                     | 271   | 244   | 11.1%  |  | 1,867  | 2,162  | -13.6% |
| General Aviation - Itinerant | 6,690 | 5,110 | 30.9%  |  | 40,039 | 30,691 | 30.5%  |
| General Aviation - Local     | 3,340 | 2,729 | 22.4%  |  | 21,864 | 16,721 | 30.8%  |
| Military                     | 23    | 51    | -54.9% |  | 675    | 420    | 60.7%  |

|                         |               |              |              |  |               |               |              |
|-------------------------|---------------|--------------|--------------|--|---------------|---------------|--------------|
| <b>Total OPERATIONS</b> | <b>10,812</b> | <b>8,533</b> | <b>26.7%</b> |  | <b>67,694</b> | <b>52,447</b> | <b>29.1%</b> |
|-------------------------|---------------|--------------|--------------|--|---------------|---------------|--------------|

**ORLANDO MELBOURNE INTERNATIONAL AIRPORT**

**Income Statement**

**May 31, 2019**

|   | Year To Date Actual |                   |                  |              |
|---|---------------------|-------------------|------------------|--------------|
|   | 5/31/2019           | 5/31/2018         | \$ change        | % change     |
| Operating Revenue                             |                     |                   |                  |              |
| Airline Landing Fees                          | 411,454             | 245,765           | 165,689          | 67%          |
| Airline Service Fees                          | 1,442,304           | 1,282,725         | 159,579          | 12%          |
| Land & Bldg Lease Rents                       | 5,479,659           | 5,414,365         | 65,294           | 1%           |
| Terminal Rents                                | 152,983             | 134,519           | 18,464           | 14%          |
| Parking Lot Fees                              | 1,241,887           | 1,174,753         | 67,134           | 6%           |
| Car Rental Concessions                        | 710,337             | 682,964           | 27,373           | 4%           |
| Restaurant Concessions                        | 92,972              | 70,931            | 22,041           | 31%          |
| Mobile Home Park Rent                         | 1,344,070           | 1,216,735         | 127,336          | 10%          |
| T-Hangar Rentals                              | 74,524              | 77,851            | (3,327)          | -4%          |
| Operating Grant Revenue                       | 50,747              | 80,269            | (29,522)         | -37%         |
| Other   | 212,173             | 228,202           | (16,029)         | -7%          |
| <b>Total Operating Revenues</b>               | <b>11,213,111</b>   | <b>10,609,080</b> | <b>604,031</b>   | <b>6%</b>    |
| Operating Expense:                            |                     |                   |                  |              |
| Personnel Services                            | 3,037,433           | 3,086,135         | (48,702)         | -2%          |
| Contract Services                             | 3,532,425           | 3,187,584         | 344,841          | 11%          |
| Police & Fire Services                        | 761,648             | 746,334           | 15,314           | 2%           |
| Maintenance and Operations                    | 3,252,378           | 3,868,785         | (616,407)        | -16%         |
| Other   | -                   | 123,225           | (123,225)        | -100%        |
| <b>Total Operating Expenses</b>               | <b>10,583,884</b>   | <b>11,012,063</b> | <b>(428,179)</b> | <b>-4%</b>   |
| <b>Operating Income (Loss)</b>                | <b>629,227</b>      | <b>(402,983)</b>  | <b>1,032,210</b> | <b>-256%</b> |
| Non-Operating Revenue (Expense):              |                     |                   |                  |              |
| Passenger Facility Charges                    | 700,493             | 461,682           | 238,811          | 52%          |
| Customer Facility Charges                     | 40,686              | -                 | 40,686           | #DIV/0!      |
| Gain on Sale of Assets                        | 4,248               | 8,339             | (4,091)          | -49%         |
| Interest Income (Loss)                        | 219,312             | 113,308           | 106,004          | 94%          |
| 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            | -                   | (1,077,668)       | 1,077,668        | -100%        |
| Other   | -                   | -                 | 0                | #DIV/0!      |
| <b>Total Non-Operating Revenue (Expense)</b>  | <b>951,843</b>      | <b>(533,159)</b>  | <b>1,485,002</b> | <b>-279%</b> |
| <b>Net Income (Loss) Before Depreciation*</b> | <b>1,581,070</b>    | <b>(936,142)</b>  |                  |              |

\* Net Income before capital contributions and transfers



**ORLANDO MELBOURNE INTERNATIONAL AIRPORT**  
**Statement of Revenues, Expenditures and Changes in Fund Net Assets**  
**May 31, 2019**

|  | <b>YTD Actual</b> | <b>Annual Budget</b> | <b>% of Budget</b> |
|--|-------------------|----------------------|--------------------|
| <b>Operating Revenues:</b>                         |                   |                      |                    |
| Airline Landing Fees                               | 411,454           | 398,933              | 103%               |
| Airline Service Fees                               | 1,442,304         | 2,013,275            | 72%                |
| Land & Bldg Lease Rents                            | 5,479,659         | 7,993,940            | 69%                |
| Terminal Rents                                     | 152,983           | 244,797              | 62%                |
| Parking Lot Fees                                   | 1,241,887         | 1,850,040            | 67%                |
| Car Rental Concessions                             | 710,337           | 922,531              | 77%                |
| Restaurant Concessions                             | 92,972            | 109,998              | 85%                |
| Mobile Home Park Rent                              | 1,344,070         | 2,043,592            | 66%                |
| T-Hangar Rentals                                   | 74,524            | 115,766              | 64%                |
| Operating Grant Revenue                            | 50,747            | 73,200               | 69%                |
| Other  | 212,173           | 459,313              | 46%                |
| <b>Total Operating Revenues</b>                    | <b>11,213,111</b> | <b>16,225,385</b>    | <b>69%</b>         |
| <b>Operating Expense:</b>                          |                   |                      |                    |
| Personnel Services                                 | 3,037,433         | 5,419,743            | 56%                |
| Contract Services                                  | 3,532,425         | 5,192,994            | 68%                |
| Police & Fire Services                             | 761,648           | 1,132,365            | 67%                |
| Maintenance and Operations                         | 3,252,378         | 5,341,151            | 61%                |
| Other  | -                 | -                    | #DIV/0!            |
| <b>Total Operating Expenses</b>                    | <b>10,583,884</b> | <b>17,086,253</b>    | <b>62%</b>         |
| <b>Operating Income (Loss)</b>                     | <b>629,227</b>    | <b>(860,868)</b>     | <b>-73%</b>        |
| <b>Non-Operating Revenue (Expense):</b>            |                   |                      |                    |
| Passenger Facility Charges                         | 700,493           | 1,084,430            | 65%                |
| Customer Facility Charges                          | 40,686            | -                    | #DIV/0!            |
| Gain on Sale of Assets                             | 4,248             | -                    | #DIV/0!            |
| Interest Income (Loss)                             | 219,312           | 171,509              | 128%               |
| 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>       | <b>951,843</b>    | <b>1,195,939</b>     |                    |
| <b>Net Income (Loss) before</b>                    |                   |                      |                    |
| Depreciation, Transfers, and Capital Contributions | 1,581,070         | 335,071              |                    |
| <b>Depreciation Expense</b>                        | <b>-</b>          | <b>-</b>             |                    |
| Intra Transfer to Airport Capital                  | -                 | (2,406,146)          | 0%                 |
| <b>Net Income (Loss) After Transfers</b>           | <b>1,581,070</b>  | <b>(2,071,075)</b>   |                    |

\*Other Consists of Interest Expense

**Orlando Melbourne International Airport  
Top 10 Operating Revenues  
5/31/2019**

| Rank                           | Description                     | YTD<br>FY 2019 | FY 19 % of<br>Total Rev | YTD<br>FY 2018 | FY 18 % of<br>Total Rev | \$ Change | % Change |
|--------------------------------|---------------------------------|----------------|-------------------------|----------------|-------------------------|-----------|----------|
| 1                              | Airfield Facilities Rental      | 2,880,534      | 26%                     | 2,797,327      | 26%                     | 83,207    | 3%       |
| 2                              | Commercial Business Center Rent | 1,998,937      | 18%                     | 2,014,188      | 19%                     | (15,251)  | -1%      |
| 3                              | Tropical Haven Revenue          | 1,332,013      | 12%                     | 1,207,602      | 11%                     | 124,411   | 10% A    |
| 4                              | Parking Revenue                 | 1,241,887      | 11%                     | 1,174,753      | 11%                     | 67,134    | 6% B     |
| 5                              | Car Rental Concession           | 710,337        | 6%                      | 682,964        | 6%                      | 27,373    | 4%       |
| 6                              | Ground Handling Revenue         | 702,162        | 6%                      | 684,460        | 6%                      | 17,702    | 3%       |
| 7                              | Terminal Rent-Airline           | 607,254        | 5%                      | 559,998        | 5%                      | 47,256    | 8%       |
| 8                              | Hangar Rent                     | 495,613        | 4%                      | 449,768        | 4%                      | 45,845    | 10%      |
| 9                              | Landing Fees                    | 411,454        | 4%                      | 245,765        | 2%                      | 165,689   | 67% C    |
| 10                             | Terminal Concessions            | 92,972         | 1%                      | 70,931         | 1%                      | 22,041    | 31% D    |
| Total Top 10 Operating Revenue |                                 | 10,473,163     | 93%                     | 9,887,756      | 93%                     | 585,407   |          |
| Other Operating Revenue        |                                 | 739,948        | 7%                      | 721,324        | 7%                      | 18,624    | 3%       |
| Total Operating Revenue        |                                 | 11,213,111     | 100%                    | 10,609,080     | 100%                    | 604,031   | 6%       |

A Increase is due to rate increase that went into effect on 10/1/18 coupled with the \$25 per lot capital assessment that started on 1/1/19 (\$71,050 of the increase is due to the capital assessment). The capital assessment will be charged through September 2019.

B Increase is due to increase in passenger activity (there have been no parking rate adjustments this year).

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. There has also been an increase in the airlines that are coming to MLB for maintenance (Ferry flights that arrive/depart without passengers).

D Increase is due to increase in passenger traffic coupled with an upgrade in the concession program that included opening Dunking Donuts.

**Orlando Melbourne International Airport**  
**Top 10 Operating Expenses**  
**5/31/2019**

| Description                    | YTD        |                   | FY 19 %           |             | FY 18 %           |          |
|--------------------------------|------------|-------------------|-------------------|-------------|-------------------|----------|
|                                | FY 2019    | Operating Expense | Operating Expense | YTD FY 2018 | Operating Expense | % change |
| 1 Personnel                    | 3,031,092  | 29%               | 28%               | 3,086,135   | (55,043)          | -2%      |
| 2 Other Contract Services      | 2,224,605  | 21%               | 18%               | 1,943,225   | 281,380           | 14% A    |
| 3 Fire Services                | 745,437    | 7%                | 7%                | 732,503     | 12,934            | 2%       |
| 4 Marketing Incentives         | 567,585    | 5%                | 9%                | 953,797     | (386,212)         | -40% B   |
| 5 Contractual Employee         | 499,932    | 5%                | 4%                | 430,140     | 69,792            | 16% C    |
| 6 Risk Management              | 398,291    | 4%                | 3%                | 333,253     | 65,038            | 20% D    |
| 7 Consulting Fees              | 364,001    | 3%                | 3%                | 369,403     | (5,402)           | -1%      |
| 8 Electric                     | 335,274    | 3%                | 3%                | 296,521     | 38,753            | 13% E    |
| 9 Outside Counsel Fees         | 229,074    | 2%                | 2%                | 166,406     | 62,668            | 38% F    |
| 10 Advertising and Marketing   | 218,915    | 2%                | 3%                | 340,363     | (121,448)         | -36% G   |
| Total Top 10 Operating Expense | 8,614,206  | 81%               | 79%               | 8,651,746   |                   |          |
| Other Operating Expense        | 1,969,678  | 19%               | 21%               | 2,360,317   | (390,639)         | -17%     |
| Total Operating Expense        | 10,583,884 | 100%              | 100%              | 11,012,063  | (428,179)         | -4%      |

A Increase is due to 1) new maintenance contract that started in May 2018 for the security system (\$10,000/month); 2) better cutoff for invoice processing--there are 8 invoices processed for Menzies and Republic parking in FY 19 vs. 7 for same period last year.

B Payment of the Advertising reimbursement--FY 19 consists of Porter which qualified for \$550,000 based on the ASIP. This represents the full payout of the ASIP to Porter Airlines. No additional expense is expected in FY 19 ASIP as no other routes meet the ASIP requirements.

C Increase is due to higher costs in the terminal to maintain/clean the FIS which opened in Summer 2018 (weekly cost has increased by \$425). In the Terminal Cost Center, the airport has processed 40 invoices processed for \$272,000 this year compared to 33 invoices for \$210,000 last year.  
 The Accounting Department has also utilized more temporary employees this year (2 of its 3 positions are temps; \$68,244 vs. \$28,585).

D This is an internal charge from Risk and they charge 1/12 of the budgeted premium. The increase corresponds to the higher monthly charge due to new assets coming on line which is how these costs are allocated.  
 Airport and City staff are evaluating allocation methodology; City Staff have indicated they will true-up at end of year.

E Increase is due to improved cutoff--There were 8 Florida Power invoices processed in FY 19 compared to 7 in FY 18.

F Increase is due to the Lawsuit with GOAA over the name of the airport. MLB has paid \$108,600 this year in legal costs associated with the lawsuit.

G Decrease is due to cost saving measures associated with goals of improving cash position that were approved as part of fy 19 budget.

**Orlando Melbourne Int'l Airport  
Cash Flow Projection  
7/8/2019**

|   | June-19           | July-19           | August-19         | September-19      | October-19        | November-19       | December-19       | January-20        | February-20       |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Beginning Cash Balance                                      | \$ 17,098,457     | \$ 17,114,811     | \$ 17,050,704     | \$ 16,946,361     | \$ 16,951,076     | \$ 17,003,800     | \$ 16,504,144     | \$ 16,111,476     | \$ 17,168,868     |
| Operating Revenue   | 1,363,020         | 1,363,020         | 1,363,020         | 1,363,020         | 1,408,266         | 1,408,266         | 1,408,266         | 3,371,284         | 1,408,266         |
| Less: Prepaid Rent Recorded as Deferred Revenue             | (7,659)           | (7,659)           | (7,659)           | (7,659)           | (7,659)           | (7,659)           | (7,659)           | (7,659)           | (7,659)           |
| Less: Deferred Rent (Embraer Leases-10 year deferral)       | (12,703)          | (12,703)          | (12,703)          | (12,703)          | (12,703)          | (12,703)          | (12,703)          | (12,703)          | (12,703)          |
| Operating Expense:  |                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Liability Insurance   |                   | (48,000)          |                   |                   |                   |                   |                   |                   |                   |
| Personnel   | (379,679)         | (379,679)         | (379,679)         | (379,679)         | (379,679)         | (381,416)         | (468,268)         | (468,268)         | (468,268)         |
| Maintenance and Operations Expense                          | (1,120,689)       | (910,756)         | (910,756)         | (710,756)         | (908,328)         | (908,328)         | (908,328)         | (2,871,346)       | (908,328)         |
| <b>Net Increase (Decrease) in Cash Flow from Operations</b> | <b>(157,710)</b>  | <b>4,223</b>      | <b>52,223</b>     | <b>252,223</b>    | <b>25,318</b>     | <b>98,160</b>     | <b>11,308</b>     | <b>11,308</b>     | <b>11,308</b>     |
| Total Capital Outlay  | -                 | (200,000)         | (300,000)         | (400,000)         | (1,040,000)       | (843,000)         | (1,490,042)       | (1,680,000)       | (997,216)         |
| Total Grant Revenue   | -                 | -                 | -                 | -                 | 900,000           | 95,000            | 924,000           | 2,555,390         | 950,000           |
| PFC Collections (Reimbursement of Eligible Costs)           | 102,347           | 77,420            | 84,337            | 89,663            | 98,432            | 88,306            | 95,293            | 100,365           | 99,540            |
| CFC Collections (Designated for Future Projects)            | 71,717            | 54,250            | 59,097            | 62,829            | 68,974            | 61,878            | 66,774            | 70,328            | 69,750            |
| Net Increase (Decrease) in Cash From Capital                | 174,065           | (68,330)          | (156,567)         | (247,508)         | 27,405            | (397,816)         | (403,976)         | 1,046,083         | 122,074           |
| Beginning Cash/Investments                                  | 17,098,457        | 17,114,811        | 17,050,704        | 16,946,361        | 16,951,076        | 17,003,800        | 16,504,144        | 16,111,476        | 17,168,868        |
| <b>Ending Cash/Investments</b>                              | <b>17,114,811</b> | <b>17,050,704</b> | <b>16,946,361</b> | <b>16,951,076</b> | <b>17,003,800</b> | <b>16,504,144</b> | <b>16,111,476</b> | <b>17,168,868</b> | <b>17,302,250</b> |

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

7/8/2019

|   | Total Cost     | Funding  | June-19 | July-19   | August-19 | September-19 | October-19  | November-19 | December-19 | January-20  | February-20 |
|---|----------------|----------|---------|-----------|-----------|--------------|-------------|-------------|-------------|-------------|-------------|
| <b>Capital Project Expenditures</b>         |                |          |         |           |           |              |             |             |             |             |             |
| Obstruction Removal and Lighting            | 997,409        |          |         |           |           |              |             |             |             |             |             |
| PBB 7 Replacement (Term Rehab 1.3)          | 1,464,958      | E        |         |           |           |              | (100,000)   | (150,000)   | (585,042)   | (500,000)   | (64,958)    |
| <b>PBB 4 Replacement (FY 20)</b>            | <b>927,258</b> | <b>E</b> |         |           |           |              |             |             | (100,000)   | (500,000)   | (327,258)   |
| Rehab Terminal-phase 1 4-1-6-deferred       | 3,039,600      | E        |         |           |           |              |             |             |             |             |             |
| ATCT Tower Equipment Relo                   | 1,023,130      | D        |         |           |           |              |             |             |             |             |             |
| ATCT Tower Demo                             | 388,000        | D        |         |           |           |              |             |             | (237,000)   |             |             |
| Rehab Utilities-Airfield Facilities         | 1,400,000      | E        |         |           |           |              |             |             |             |             |             |
| Ground Run Up Enclosure Facility            | 4,000,000      | D        |         | (200,000) | (300,000) | (400,000)    | (400,000)   | (568,000)   | (568,000)   | (568,000)   | (568,000)   |
| Security System-phase 1                     | 461,959        | D        |         |           |           |              |             |             |             |             |             |
| Terminal Transformation                     | 34,000,000     | D        |         |           |           |              |             |             |             |             |             |
| ATCT Construction (FDOT)                    | 540,000        | D        |         |           |           |              |             |             | (540,000)   |             |             |
| Perimeter Road Rehab                        | 125,000        | C        |         |           |           |              |             |             |             | (125,000)   |             |
| Taxiway S Improvements-Phase 1              | 3,400,000      | E        |         |           |           |              |             |             |             |             |             |
| Roof Replacement-1250 Nasa Bldg 219         | 150,000        | C        |         |           |           |              |             |             |             |             |             |
| Aerospace Dr. Lift Station Replace          | 85,000         | C        |         |           |           |              |             |             |             |             | (37,000)    |
| Tropical Haven Facility Improvements        | 148,000        | C        |         |           |           |              |             |             |             |             | (75,000)    |
| Equipment Purchases                         | 291,500        | C        |         |           |           |              |             |             |             |             | (37,000)    |
| <b>Total Capital Outlay</b>                 |                |          |         | (200,000) | (300,000) | (400,000)    | (1,040,000) | (843,000)   | (1,490,042) | (1,680,000) | (997,216)   |
| <b>Grant Revenue</b>                        |                |          |         |           |           |              |             |             |             |             |             |
| FAA ENTITLEMENT Grant - Obstruction Removal |                |          |         |           |           |              |             |             |             |             |             |
| FDOT Grant-OBSTRUCTION REMOVAL              |                |          |         |           |           |              |             |             |             |             |             |
| FAA ENTITLEMENT Grant - PBB 7               |                |          |         |           |           |              |             | 90,000      | 135,000     | 526,538     | 450,000     |
| FDOT Grant-PBB 7                            |                |          |         |           |           |              |             | 5,000       | 7,500       | 29,252      | 25,000      |
| FAA ENTITLEMENT Grant - PBB 4               |                |          |         |           |           |              |             |             |             | 90,000      | 450,000     |
| FDOT Grant-PBB 4                            |                |          |         |           |           |              |             |             |             | 5,000       | 25,000      |
| FAA Grant 46 Tower Demo                     |                |          |         |           |           |              |             |             |             | 349,200     |             |
| FDOT Grant-ATCT Demo                        |                |          |         |           |           |              |             |             |             | 19,400      |             |
| FDOT Grant-ATCT Equip Relo                  |                |          |         |           |           |              |             |             | 511,500     |             |             |
| FDOT Grant ATCT Construction                |                |          |         |           |           |              |             |             | 270,000     |             |             |
| FDFO Grant-Ground Run up                    |                |          |         |           |           |              | 900,000     |             |             | 1,536,000   |             |
| <b>Total Grant Revenue</b>                  |                |          |         |           |           |              | 900,000     | 95,000      | 924,000     | 2,555,390   | 950,000     |



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

|                                 |            |
|---------------------------------|------------|
| <b>Police Activity</b>          |            |
| TSA Required Checks             |            |
| Response to Door & Gate Alarms  | 158        |
| TSA Assists                     | 1          |
| Perimeter                       | 120        |
| Door inspections                | 9          |
| SIDA & Secure Area Inspections  | 230        |
| Gate Inspections                | 6          |
| Customs Assists / Weapons Check | 0          |
| Security Violations             | 6          |
| Assist to Other Agencies        | 9          |
| Aircraft Alerts                 | 3          |
| Arrests                         | 0          |
| *Other Incident Reports         | 285        |
| Traffic / Parking Citations     | 5          |
|                                 |            |
| <b>Total</b>                    | <b>832</b> |
|                                 |            |
|                                 |            |
| <b>Administrative Action</b>    |            |
| Security Badges Issued          | 106        |
| Parking Permits Issued          | 9          |
|                                 |            |
| <b>Total</b>                    | <b>115</b> |
|                                 |            |



*Renee Purden*  
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**Chief of Police**

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