



MELBOURNE AIRPORT AUTHORITY BOARD
Minutes July 19, 2023, Board Meeting
Airport Board Room

In attendance: Mr. William C. Potter, Chairman
The Honorable Tim Thomas, Vice Chairman, Councilmember
The Honorable Paul Alfrey, Mayor
The Honorable Mark LaRusso, Vice Mayor, Councilmember
Mr. Brent Peoples, 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
Ms. Renee Purden, Chief of Police/Director of Public Safety

Absent: Mr. Scott Mikuen, Member

Pledge of Allegiance

Airport Announcements by Executive Director Greg Donovan

Passenger Activity Report. Total passengers year-to-date is 347,663 which is a 4.7 percent increase, June total passengers was 74,692 which is a 12.3 percent increase and June 2022 to June 2023 increase of 22 percent in Domestic passengers.

Allegiant's new route to Allentown, PA will commence on November 17, 2023. Nashville route will commence on November 16, 2023.

Avelo inaugural flight on June 21st was successful and continues to perform well.

Site visits last month from Corporate Properties Directors from American Airlines and Delta Air Lines. Site visit from Senator Rubio's aide on July 18, 2023. Congressman Posey will be at MLB on August 4, 2023.

Welcome to Patricia Jorge, Accounts Payable Specialist, and Summer Wyllie-Vitt, Procurement Manager.

MLB Economic Impact totaling \$3.1 Billion – Jobs 17,886 employed, Payroll \$978 million and value added \$1.7 Billion.

MLB named Florida's #1 Airport in a ranking conducted by FloridaRentals.com. Mr. Potter commended Mr. Donovan, MLB staff, Menzies and TSA for their hard work and dedication to the MLB Airport.

MLB TV Commercial honoring the Airport's history and spotlighting growth.

Executive Director's Recognition of Excellence Award

Congratulations to Keely Leggett, Public Information Officer, on receiving this month's award.

Action Items

Approval of the May 24, 2023, board meeting minutes. A motion was made by Mayor Alfrey for approval of the minutes, seconded by Mr. Peoples. Motion passed unanimously.

Item A-1 Recommendation to Approve Resolution 3-23 Approving the Airport Operating and Capital Budget in the amount of \$63,838,886 for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024.

Mr. Donovan commended Mr. O'Dell and his staff for putting together this year's budget. Staff distributed the proposed budget book including the Executive Director's memorandum to the MAA board members in June. The process moving forward with the budget will be to have the Budget Resolution approved at this meeting and forwarded to the City Council for adoption at the public hearings in September.

Mr. O'Dell presented the board with the FY 2024 Budget and highlighted the following items: Budget Heavy, Spend Light; Tropical Haven Assumption; Rate Adjustments; ARPA/CARES Funding; Interest Rates; Overall and Payroll-6%; Utilities-10%; Contingency Included for Operating; Capital-Significant Discretionary Grants.

Mr. Potter inquired about Tropical Haven pending sale and budget adjustment. Mr. O'Dell stated he did not know when the Airport will close on the sale of Tropical Haven. Some analyses were performed and if this transaction can close by the end of May, it will be covered by investment earnings on the net proceeds of the sale, but also under budgeted interest income, there is some savings in our indirect cost, and it will be covered.

Mr. Thomas stated several years ago, there was a growing concern with the cost allocation plan with costs being inflated in different categories and it took some time before the numbers changed. Mr. Thomas inquired if the cost allocation plan is being reviewed yearly. Mr. O'Dell stated cost allocation are evaluated annually, based on the budget and then we do a true up the following year to make sure the budget to actuals. It has to be equitable to both the City of Melbourne and the Airport. Mr. Thomas inquired about the CARES Act Grant. Mr. O'Dell stated that FY24 will be the final year of CARES/CRSSA/ARPA Funding.

Mr. LaRusso inquired about the equipment purchasing budget for a new mower and how did we acquire that dollar amount. Mr. O'Dell stated that this was just a budgetary number, and the Airport will have to go through the proper procurement process and make sure we are following all the procurement requirements. Mr. Donovan stated that the Airport will dovetail in the state contracts and be able to see what others do to procure common items.

Mayor Alfrey commended the Airport staff for a job well done on the budget.

Mr. Peoples inquired if this is the largest budget ever for the Airport. Mr. Donovan stated the budget will fluctuate based on the capital improvements. Mr. Peoples asked what the thought process of the contingency budget is that's mentioned in the report. Mr. O'Dell stated that in the past, the contingency budget was low, and it was increased to have adequate budget appropriation in case there is a need. Mr. Peoples inquired about the in-line baggage system and what impact will that have on the operating cost. Mr. Donovan stated this will be a significant project and will have a significant operating cost. Mr. Peoples commended Mr. O'Dell on a great job on the proposed budget.

Mr. Fischer stated that there are several capital improvement projects that are non-revenue generating and asked does the Airport maintain reserves or does the Airport budget out of revenues each year for items that are ongoing maintenance items. Mr. O'Dell stated that it is budgeted and funded revenues from current year revenues and/or reserves. The Airport tries to fund these projects through grants from the state. Mr. Fischer

inquired on the return of investment on rental properties that may need a repair and asked if funds for repairs are budgeted or does it come out of our contingency and is the Airport managing our return of investments. Mr. O'Dell stated the Airport generates a large amount of revenue from the properties and overall, there is a good return generated. Mr. Donovan stated some properties are charged a CAM that helps with any future repairs if needed. Mr. O'Dell stated that the CAM funds go into the Airports unrestricted reserves. Mr. Fischer commended Mr. O'Dell for an outstanding presentation of the proposed budget.

Mr. Thomas commended Mr. Donovan for obtaining grant fundings in the past several years for ongoing projects and asked if Mr. Donovan foresees obtaining other grants in the future. Mr. Donovan stated yes and is very appreciative of the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT) for those grants.

A motion was made by Mayor Alfrey to approve Resolution 3-23 approving the Airport Operating and Capital Budget in the amount of \$63,838,886 for the fiscal year beginning October 1, 2023, and ending September 30, 2024, seconded by Mr. Thomas. Motion passed unanimously.

Item A-2 Recommendation to Approve Resolution 6-23 for the Airport Improvement Project Grant for the Addition of a New Passenger Boarding Bridge (Gate 9) Project with the Federal Aviation Administration in the Amount of \$4,050,000.

Mr. Donovan explained this grant is funded with Bipartisan Infrastructure Law (BIL) – Infrastructure grant that covers 90 percent of cost for the addition of a new passenger boarding bridge at Gate 9 and is included in the current approved budget.

A motion was made by Mayor Alfrey to approve Resolution 6-23 for the Airport Improvement Project Grant for the Addition of a New Passenger Boarding Bridge (Gate 9) Project with the Federal Aviation Administration in the amount of \$4,050,000, seconded by Mr. Thomas. Motion passed unanimously.

Item A-3 Recommendation to Approve Resolution 4-23 for the Airport Improvement Project Grant for the Taxiway A Rehabilitation Project with the Federal Aviation Administration in the Amount of \$1,267,370.

Mr. Donovan explained Item A-3 and Item A-4 are combined grant approvals for the rehabilitation of Taxiway A (Design Only) from the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT). The FAA entitlement grant covers 90 percent of the eligible project costs and is part of the fiscal year 2024 proposed budget.

A motion was made by Mr. Thomas to Approve Resolution 4-23 for the Airport Improvement Project Grant for the Taxiway A Rehabilitation Project with the Federal Aviation Administration in the amount of \$1,267,370, seconded by Mr. Peoples. Motion passed unanimously.

Item A-4 Recommendation to Approve Resolution 8-23 to Accept Florida Department of Transportation (FDOT) Public Transportation Grant Agreement to Fund Certain Improvements for the Taxiway A Rehabilitation Project in the Amount of \$70,410.

Mr. Donovan explained Item A-3 and Item A-4 are combined grant approvals for the rehabilitation of Taxiway A (Design Only) from the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT). The FDOT grant covers 50 percent of the non-FAA funded portion of the project and is part of the fiscal year 2024 proposed budget.

A motion was made by Mr. Thomas to Approve Resolution 8-23 for the Airport Improvement Project Grant for the Taxiway A Rehabilitation Project with the Florida Department of Transportation in the amount of \$70,410, seconded by Mr. Peoples. Motion passed unanimously.

Item A-5 Recommendation to Approve Resolution 5-23 for the Airport Improvement Project Grant for the Terminal Upgrade-Fire Sprinkler Project with the Federal Aviation Administration in the Amount of \$5,363,470.

Mr. Donovan explained Item A-5 and Item A-6 are combined grant approvals from the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT) to upgrade of the Fire Sprinklers and associated infrastructure to bring the old portion of the terminal up to current code. The FAA discretionary grant covers 90 percent of the eligible project costs and is included in the current approved budget.

A motion was made by Mayor Alfrey to approve Resolution 5-23 for the Airport Improvement Project Grant for the Terminal Upgrade-Fire Sprinkler Project with the Federal Aviation Administration in the amount of \$5,363,470, seconded by Mr. Fischer. Motion passed unanimously.

Item A-6 Recommendation to Approve Resolution 9-23 to Accept Florida Department of Transportation (FDOT) Public Transportation Grant Agreement to Fund Certain Improvements for the Terminal Upgrade-Fire Sprinkler Project in the amount of \$297,971.

Mr. Donovan explained Item A-5 and Item A-6 are combined grant approvals from the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT) to upgrade of the Fire Sprinklers and associated infrastructure to bring the old portion of the terminal up to current code. The FDOT grant covers 50 percent of the non- FAA funded portion of the project and is included in the current approved budget.

A motion was made by Mayor Alfrey to approve Resolution 9-23 for the Airport Improvement Project Grant for the Terminal Upgrade-Fire Sprinkler Project with the Florida Department of Transportation in the amount of \$297,971, seconded by Mr. Fischer. Motion passed unanimously.

Item A-7 Recommendation to Approve Resolution 7-23 for the Airport Improvement Project Grant for Terminal Upgrades-Restrooms, Bag Belts, Escalator, and Flooring Project with the Federal Aviation Administration in the amount of \$5,000,000.

Mr. Donovan explained Item A-7 and Item A-8 are combined grant approvals from the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT) to fund terminal upgrades needed to accommodate the increase in passenger traffic and replace dated infrastructure. The FAA Bipartisan Infrastructure Law (BIL) - Infrastructure grant covers 95 percent of the eligible project costs and is partially included in the current budget and partially in the fiscal year 2024 proposed budget.

A motion was made by Mr. Thomas to approve Resolution 7-23 for the Airport Improvement Project Grant for Terminal Upgrades-Restrooms, Bag Belts, Escalator and Flooring Project with the Federal Aviation Administration in the amount of \$5,000,000, seconded by Mr. LaRusso. Motion passed unanimously.

Item A-8 Recommendation to Approve Resolution 10-23 to Accept Florida Department of Transportation (FDOT) Public Transportation Grant Agreement to Fund Certain Improvements for the Terminal Upgrades-Restrooms, Bag Belts, Escalator, and Flooring Project in the amount of \$131,579.

Mr. Donovan explained Item A-7 and Item A-8 are combined grant approvals from the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT) to fund terminal upgrades needed to accommodate the increase in passenger traffic and replace dated infrastructure. The FDOT grant covers 50 percent of the non-Federal Aviation Administration (FAA) funded portion of the project and is partially included in the current budget and partially in the fiscal year 2024 proposed budget.

A motion was made by Mr. Thomas to approve Resolution 10-23 for the Airport Improvement Project Grant for Terminal Upgrades-Restrooms, Bag Belts, Escalator and Flooring Project with the Florida Department of Transportation in the amount of \$131,579, seconded by Mr. LaRusso. Motion passed unanimously.

Item A-9 Recommendation to Award a Purchase Order to W&J Construction, Inc., under its Continuing Services Contract for the Repair of the Covered Loading Dock at 1135 W. NASA Boulevard in an Amount Not-To-Exceed \$99,800.

Mr. Donovan explained an existing structure located at 1135 W. NASA Boulevard loading dock area has completely deteriorated and needs replacement due to identified structural concerns. Work to be completed includes complete gutting and installation of a new roof, fascia gutter and downspouts, ceiling replacement, stucco, painting, light fixtures, and new handrail at ramp.

Mr. Potter inquired if there are multiple tenants in this facility. Mr. Busalacchi stated there are two tenants in this facility.

Mr. Fischer asked if the work that needs to be done can be done without displacing the tenants. Mr. Donovan stated work can be done without displacing the tenants.

A motion was made by Mr. Fischer to Award a Purchase Order to W&J Construction, Inc., under its Continuing Services Contract for the Repair of the Covered Loading Dock at 1135 W. NASA Boulevard in an amount not-to-exceed \$99,800, seconded by Mayor Alfrey. Motion passed unanimously.

Item A-10 Recommendation for Approval of the First Amendment to Lease with ARES Defense Systems, Inc.

Mr. Donovan explained due to COVID 19 pandemic, ARES Defense construction and expansion plans were delayed. A rent increase was scheduled to take place in 2021. Airport staff was approached by ARES and requested to delay the rent increase and add two years to the base term of the lease that will terminate on July 31, 2026. ARES also has two option periods of five years each.

A motion was made by Mr. Thomas for approval of the first amendment to lease with ARES Defense Systems, seconded by Mayor Alfrey. Motion passed unanimously.

Item A-11 Recommendation to Approve Modification of Air Service Incentive Program (ASIP)

Mr. Donovan explained Air Service Incentive Program (ASIP) was last updated in 2016. The Airport has made great progress since that time and has the opportunity to make some changes and provide a structured, performance-based methodology that encourages growth while providing a source for marketing and advertising of new routes. Changes to the program reflect competitive trends required of successful air service and adhere to Federal Aviation Administration guidance. Each incentive will be brought separately to the board for approval.

Mr. LaRusso inquired is the Airport aggressive enough compared to other airports of our size. Mr. Donovan stated it all depends on what type of success the Airport is having at the time. Back in 2016, we were not

having the level of success as the Airport is having today. The Airport is in line with our peers, but we're not with our closest competitors as the airport does not have the resources they do. Mr. LaRusso stated that it is not just the incentives, but a quality-of-life issue that's here and educating the populace to use that airline and go somewhere. Mr. Donovan stated the airline can put a plane anywhere in the country and make a certain amount of money. The airline has to be able to make a profit here on their own. Any airline that seeks only incentives is a losing proposition from the beginning. The airport is offering an incentive to the airlines to start here at MLB. Mr. LaRusso stated we are in the ballpark in terms of incentives. Mr. Donovan stated yes.

Mr. Potter inquired why do we pay more for someone from Canada as opposed to the Caribbean. Mr. Donovan stated its part of the ability for the frequency to be higher amounts. If we were to have international as a line item in our ASIP and have the Bahamas as a destination or open up multiple locations in the Bahamas, this will affect us tremendously financially. If we have a longer stage length, you're not going to see the frequency take place. The Airport had a previous airline that would make announcements to fly to a city, start it for a few weeks and then stop. Under our old ASIP, the airline would be able to get some consideration or funds. Our revised ASIP is an effort to try to control those scenarios.

A motion was made by Mr. LaRusso to approve modification of Air Service Incentive Program (ASIP), seconded by Mr. Peoples. Motion passed unanimously.

Item A-12 Recommendation to Award a Purchase Order to Atlantis Electrical Systems for the Remaining Fire Sprinkler Alarm System and Interim Fire Alarm Within the Existing Terminal in an Amount Not-To-Exceed \$85,100.

Mr. Donovan stated Atlantis Electrical Systems had the fire alarm contract under the terminal renovation and expansion project and will continue with their system into the existing terminal. The Airport agreed to complete the remaining fire alarm work in conjunction with the remaining fire sprinkler work previously awarded and to make sure the City's Building Department and Fire Department guidelines are followed.

Mr. Fischer asked if this work includes all the permitting fees and drawings required to do this work. Mr. Perley stated drawings fees are included and the permitting fees are separate. Mr. Fischer inquired when the job is completed, will the airport have a complete set is as-builts of the new fire sprinkler and alarm system. Mr. Perley stated yes.

A motion was made by Mayor Alfrey to award a purchase order to Atlantis Electrical Systems for the remaining fire sprinkler alarm system and interim fire alarm within the existing terminal in an amount not-to-exceed \$85,100, seconded by Mr. Fischer. Motion passed unanimously.

Item A-13 Recommendation to Increase the Purchase Order with Aba-Con, Inc., for Maintenance and Repairs of the Fuel Farm in an Amount Not-To-Exceed \$15,000.

Mr. Donovan explained the current expenditures for maintenance repairs of the fuel farm are \$32,201.86. Due to the increase in additional repairs, Airport staff is requesting additional money not to exceed \$15,000 for a total of \$65,300.

A motion was made by Mr. Thomas to increase the purchase order with Aba-Con, Inc., for maintenance and repairs of the fuel farm in an amount not-to-exceed \$15,000, seconded by Mr. Peoples. Motion passed unanimously.

Item A-14 Recommendation to Increase the Purchase Order with Johnson Controls for Continued Repairs to the Security System in an Amount Not-To-Exceed \$15,000.

Mr. Donovan explained Johnson Controls does ongoing repairs to the security systems throughout the terminal and the Airport staff is requesting additional money to cover continuing repairs and updates to equipment as needed.

A motion was made by Mr. Peoples to increase the Purchase Order with Johnson Controls for continued repairs to the security system in an amount not-to-exceed \$15,000, seconded by Mayor Alfrey. Motion passed unanimously.

Item A-15 Recommendation to Approve Resolution 11-23 Funding the Construction of the In-Line Baggage System Other Transaction Agreement with the U.S. Department of Homeland Security, Transportation Security Administration in the Amount of \$22,045,401.70

Mr. Donovan explained the Airport has been operating under a fully safe, compliant system but it's old in terms of technology and very labor intensive. After many years of dialogue with the Transportation Security Administration (TSA), the Airport was able to get a placeholder within the TSA budget for funding for a new in-line baggage system. This Other Transaction Agreement will allow the Airport to preserve the funding that is currently allocated to this project.

Mr. Potter inquired, by accepting the grant, how long do we reserve the grant. Mr. O'Dell stated the grant is good for five years and the Airport would have enough time to get the funding lined up. Funds will be available by the first of October 2023. Mr. Donovan stated the staff has done a fantastic job of trying to save money on this project.

Mr. Peoples stated it was mentioned that this grant is reimbursable and asked if the grant is reimbursable as we go or reimbursable at the end. Mr. Donovan stated it's reimbursable as we go.

A motion was made by Mayor Alfrey to approve Resolution 11-23 Funding the Construction of the In-Line Baggage System Other Transaction Agreement with the U.S. Department of Homeland Security Transportation Security Administration in the Amount of \$22,045,401.70, seconded by Mr. LaRusso. Motion passed unanimously.

Information Items

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

Mr. O'Dell presented the financial report as of May 31, 2023, and discussed the insurance limits as requested by the Chairman.

Mr. O'Dell stated he asked the Airport insurance broker, who specializes in Aviation insurance, how much insurance other airports are carrying. MLB carries one hundred million in liability coverage. The report provided with 35 other airports are 55 percent carry \$100M or less and 45 percent carry over \$100M. Mr. Potter had asked in the last board meeting if the Airport insurance coverage was sufficient or should the limits be increased.

Mr. Potter inquired if the airport could purchase another \$100 M for \$20,000. Mr. O'Dell stated yes, that is what the broker estimated. Currently, the airport pays \$72,500. Mr. Potter stated the insurance limits have been stable for years and with the increase of passengers and a much larger facility, the topic of insurance limits needed to be discussed.

Mr. Fischer stated a few years ago the insurance broker did a presentation to the Airport with limits and exposure. Mr. Potter stated if there is a major disaster, one hundred million dollars may not adequately cover the Airport's exposure.

Mr. LaRusso suggested putting this on the next agenda for discussion and potential approval. Mr. Potter asked Mr. O'Dell to get some rate quotes. Mr. O'Dell stated he wanted to make sure they are asking him to get a quote for an additional one hundred million dollars.

Mayor Alfrey asked if the \$100M aggregate and per occurrence. Mr. O'Dell stated yes.

Mayor Alfrey suggested to Mr. O'Dell that the rate quotes be for one hundred and two hundred aggregate and per occurrence so it can be discussed in the next board meeting.

Mr. Peoples inquired if the insurance broker recommends the Airport make a change on coverage, and does the broker write other airports' insurance policies and how does our airport coverage compare to other airports. Mr. O'Dell stated that our agent A.J. Gallagher specializes in aviation insurance and does write policies for other airports. Our broker did not recommend the airport to increase our limits, but because of the Airports growth, the question was asked if the airport would like to increase the limits. Mr. Donovan suggested inviting the agent to present the options available and for the board to discuss what's best for the Airport and make this an action item in next month's board meeting.

Item I-2 Operations Update by Mr. Graham

Mr. Graham gave an update on the Ellis Road project explaining that the County has collected \$30M, which includes FDOT and TPO matches for this project and the proposed cost is \$80M. The City of Melbourne has also committed \$1.1M towards the project. The INFRA grant is the best option to help fund the Ellis Road project and the TPO has hired a contractor (HDR) to assist with the grant documents and submitting the documents by the August 21st deadline. The TPO has been soliciting letters of support and developing a Fact Sheet for the project that describes all the benefits. There is an advocacy plan being developed on the congressional level to push the grant once submitted, through the proper channels for approval. Next week, the airport will be hosting a meeting for the Ellis Road project with all parties involved including some of our Lobbyists and FDOT Secretary John Tyler to discuss plans on how to gain congressional support once the grant has been submitted.

Mr. Donovan commended Stephanie Betts for her efforts in completing her first step of accreditation with the American Association Airport Executives.

Item I-3 Construction Projects Update by Mr. Perley

Terminal Renovation and Expansion

Testing of the new fire alarm system is complete. The remaining fire alarm work will be completed independently of the terminal project under a separate permit by the same fire alarm subcontractor. Closeout documents are being submitted and reviewed. It appears there is still one roof leak in the concession area that needs to be addressed. The Terminal Contractor is assessing the skylight in the atrium with a new consulting engineer. Under separate contract, the infill in the atrium is underway and framing is nearing completion and ready for inspection.

Gate 9 Passenger Boarding Bridge

The passenger board bridge is complete and operational. A punch list walk-through of the project has generated a few minor corrections and additions which are being addressed at this time. An additional

security door is being added per TSA requirements. Buy-out savings from the project are being used to fund the added door and to add some additional apron striping requested for Gates 6, 7, and 8.

In Line Baggage System

The design team continues to complete the drawings beyond 70 percent. TSA funding has been received for TSA portion of the project construction. Currently reviewing alternate belt system for savings to get the project within budget. A Request for Proposal for CM at Risk will be issued in August for a selection in September. Construction funding will not be available until the end of October 2023 when Notice to Proceed will be issued. Construction is estimated to take 16 to 18 months.

Northside Expansion: St. Michael Place Extension Phase 3

The St. Michael Place Extension is complete and open to traffic. The contractor has completed all remaining punchlist items by the city and the Airport. All final in-place quantities have been reviewed and agreed to resulting in a deduct to the contract amount of over \$70,000. A final change order is in process to close out the project.

Taxiway A Rehabilitation

AVCON has been selected for the design of the rehabilitation of Taxiway A. FAA grant approval for design expected in July and a notice to proceed for design service to begin in FY 24. Construction costs are to be requested next fiscal year under the discretionary funds from FAA.

Taxiway C Rehabilitation

AVCON was selected to perform this work based on their knowledge of previous evaluation of the taxiway and work on other surface projects in the same area. This work was originally to be dovetailed into the design of the Taxiway A Mill and Overlay Rehabilitation Project. Due to the Federal Aviation Administration pushing this project out a year for the design, an alternative funding source became available, but the funds must be used by June of 2024. Funding for this project is a 100 percent grant from Florida Department of Economic Opportunity (FDEO).

Taxiway M Realignment

Initial survey and Geotech have been performed on the project site. The design is 30 percent complete and has been reviewed by airport staff. Plans to be completed and out to bid by November 2023.

Item I-4 Business Development and Marketing update by Mr. Busalacchi

Mr. Busalacchi explained the Hyatt Place Hotel is now open and have been very successful with 92 percent occupancy since opening. Airport staff has a meeting this afternoon with the developer to discuss future projects.

TUI media reports have been extremely positive concerning TUI British media visiting Melbourne and the TUI operations here at MLB and all that Brevard County has to offer for a holiday vacation.

Mr. Donovan presented to the board for their consideration if the December board meeting could be rescheduled from Wednesday, December 6th to Monday, December 4th due to a conflict with the year-end visit to TUI headquarters to meet with leadership and review their performance for the year at MLB.

A motion was made by Mayor Alfrey to approve the new date for the December board meeting to Monday, December 4th, seconded by Mr. Thomas. Motion passed unanimously.

Adjournment

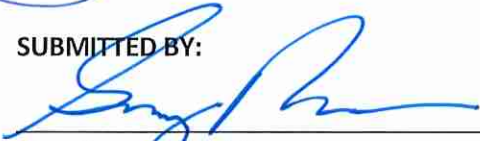
This meeting was adjourned by Chairman William Potter at 10:33 a.m.

PREPARED BY:



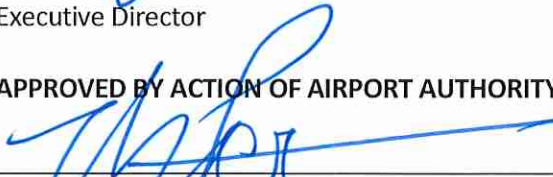
Sandra Acevedo, Executive Assistant

SUBMITTED BY:



Greg Donovan, A.A.E.
Executive Director

APPROVED BY ACTION OF AIRPORT AUTHORITY:



William C. Potter, Chairman