



MELBOURNE AIRPORT AUTHORITY BOARD MEETING

AGENDA

January 19, at 8:30 AM

Melbourne Orlando International Airport Board Room

Pledge of Allegiance

Airport Announcements

Executive Director's Recognition of Excellence Award

Action Items

Approval of the minutes for the December 8, 2021, regularly scheduled Board Meeting.

Item A-1 Recommendation to Approve Resolution 1-22 Federal Aviation Administration Grant for the Acceptance of the American Rescue Plan Act 2021 Grant 56 to Provide Terminal Concession Rent Relief Funding.

The Federal Aviation Administration (FAA) has offered the Airport a grant in the amount of \$206,711 to provide concessions relief to qualifying in-terminal airport concessionaires. This grant offer is part of the American Rescue Plan Act (ARPA) and is to be used to provide relief for rent, percentage rent, and minimum annual guarantee (MAG) obligations. It is intended to provide rent relief after March 11, 2021, in an amount that reflects each eligible airport concession's proportional share of the total amount of rent and MAGs for qualifying in-terminal airport concessionaires. This is a multi-year grant with a term of four years from the grant execution date.

Staff recommends approval of Resolution 1-22 to accept the Federal Aviation Administration American Rescue Plan Act Concessions Rent Relief Grant and authorization for the Chairman to execute said resolution on behalf of the Authority.

Item A-2 Recommendation to Approve a Master Consulting Agreement with Aeropandion, LLC.

Airport Staff is seeking approval of a new Master Consulting Agreement with Senior Advisor Bill Johnson through his company, Aeropandion, LLC, from January 1, 2022, through December 31, 2022, with two (2) one-year options.

Mr. Johnson has been an integral part of the airport's executive team by leading many governmental affairs projects and acting as a liaison with the Florida Department of Transportation and other governmental entities. Mr. Johnson will be taking on an expanded role to now include federal and state legislative advocacy.

The annual cost is \$61,200, not including travel or third-party expenses, and is included in the budget. All third-party engagement will be approved by the Executive Director. Either party may terminate the agreement with a 30-day written notice.

Staff recommends approval of the Master Consulting Agreement with Aeropandion, LLC, and authorization for the Executive Director to execute said Agreement.

Item A-3 Recommendation to Increase the Purchase Order to KMI International, Inc., Under its Continuing Services Contract, to Extend the Resident Project Representative as Required by the Federal Aviation Administration for the Terminal Renovation and Expansion Project: Apron Reconstruction/Expansion in an Amount Not-To-Exceed \$76,670.

In December 2020, KMI International, Inc. (KMI) was hired under its Continuing Services Contract to provide Resident Project Representative (RPR) services for the Terminal Renovation and Expansion Project: Apron Reconstruction/Expansion, as required by the Federal Aviation Administration (FAA) in accordance with FAA Advisory Circular 150/5370-10H. KMI's contract was for a fixed period of time based on the duration of the apron project.

Then contractor for the apron project has been granted no cost time extensions for delays in weather and regulatory considerations throughout the duration of the project. This has resulted in an additional seven-week duration of the apron project. To complete the FAA inspections to final completion, additional time is needed for the RPR. This cost is based on a 10-week duration to cover any additional unforeseen delays until the completion of the project. If the project completes earlier, the not-to-exceed cost can be reduced for the RPR by the amount of time the contractor can complete the project earlier.

The PO tasks are listed below with the third task being the extension of KMI's services:

KMI Task 1 PO (Project Management Services	\$396,000
KMI Task 2 PO (FAA required RPR)	\$292,344
KMI Task 3 PO (FAA required RPR)	<u>\$ 76,670</u>
Total PO Amount	\$765,014

Staff recommends approval of the increase of a purchase order to KMI International, Inc. in an amount not-to-exceed \$76,670 for providing FAA required Resident Project Representative support services for the Terminal Renovation and Expansion Project: Apron Reconstruction/Expansion and authorization for the Executive Director to execute said contract on behalf of Authority.

Item A-4 Recommendation to Approve a Purchase Order to AVCON, Inc. Under its Continuing Services Contract, for the Modifications and Improvements to the Aerospace Center for Parking and Security Fencing in an Amount Not-To-Exceed \$400,000.

As parking at the Aerospace Center increases, there is a need to modify and improve the paved areas and the overflow parking locations. Paved surfaces need to be resurfaced and striped for safety concerns while overflow areas need improvements for sidewalks and millings.

AVCON was selected for this work as part of its continuing contract services agreement and its familiarity with the project, having worked on and around the Aerospace Center building.

Along with the improvements to the parking area, a new security fence is required for access into the Airport Operations Area from the rear of the Aerospace Center building for vendors servicing the upcoming international flights. This will require security control and a motorized gate for access.

Airport staff proposes to create a new project and use existing budget from savings from closed projects. This is within the scope of the current approved budget authority and can be completed with concurrence of the Airport Authority Board. With approval of this agenda item, staff will proceed in setting up a new project titled "Aerospace Parking/Security" and transferring \$400,000 budget to the project.

Staff recommends approval of the approval of a purchase order to AVCON, Inc. in an amount not-to-exceed \$400,000 for the modifications and improvements to the Aerospace Center for parking and security fencing and authorization for the Executive Director to execute said purchase order on behalf of Authority.

Item A-5 Recommendation to Approve a Change Order to AERO Bridgeworks to Modify, Repair and Return to Service the Existing Passenger Boarding Bridge 1 for Reuse as the New Passenger Board Bridge 6 in the Terminal Renovation and Expansion Project in the Amount of \$122,046.09.

As part of the Terminal Renovation and Expansion Project, the existing passenger boarding bridge (PBB) at the Federal Inspection Station (FIS) was removed for the baggage expansion and stored on the northside for reuse in the new terminal as one of the three international-use PBBs.

When PBB-1 was being readied for removal and storage, the lifting motors on the PBB frame had seized making the bridge inoperable. Temporary motors were installed to allow the bridge to be transported. Once the PBB was moved, it was secured and made weather tight for storage.

As the contractor is now preparing PBB-1 for reinstallation, the motors for the lift frame need to be replaced. During the assessment of the existing bridge, mold was found in the bridge’s ductwork that could have been there when it was sealed and has now manifest into a concern for remediation. Staff requested from Aero Bridgeworks a full review of PBB-1 to prepare it for service and to provide a warranty for up to 1 year. This is considered maintenance so the project cost will be coded to the Repairs and Maintenance-Building account.

Staff has also requested upon completion a five-year service and maintenance agreement for the refurbished PBB similar to the agreements offered on the two new PBBs and all PBBs replaced within the last five years. The current proposal offered by Aero Bridgeworks is to refurbish PBB-1 for use and provide its standard one-year warranty.

Staff recommends approval of a change order to AERO Bridgeworks to modify, repair and return to service Passenger Boarding Bridges 1 for reuse as the new Passenger Board Bridge 6 in the Terminal Renovation and Expansion Project in the amount of \$122,046.09 and authorization for the Executive Director to execute said agreement on behalf of Authority.

Item A-6 Recommendation to Approve Change Orders 17 to Carr & Collier, Inc., for Scope Changes with the Terminal Renovation and Expansion: Apron Reconstruction/Expansion Project in the Amount of \$16,695.11.

The Terminal Renovation and Expansion: Apron Reconstruction/Expansion Project is based on a hard money bid as directed by the Federal Aviation Administration (FAA). Any changes to the scope of work, either increase or decrease, requires a change order to be written and approved before the contract changes commence. Previously on this project, staff has negotiated Change Orders (CO) #01 through #16 that have been approved by the Board.

Current change order (CO-17) reflects modification to the permanent fencing behind Eastern Florida State College to allow aircraft from their lease hold area onto the airfield and maintain AOA and SIDA secure operations.

CO	Description	Amount	Rev Contract \$	Remarks
	Contract amount	\$ 11,717,200.00	\$ 11,717,200.00	
CO-01/16	Previously Approved	\$ 333,331.49	\$ 12,050,531.49	Last Approval 12/01/21
CO-17	Temp AOA Fence Changes	\$ 16,695.11	\$ 12,067,226.60	EFSC AOA Fence Mods
	Current Change Order Sum	\$ 16,695.11		
	Total Contract Changes to Date		\$ 350,026.60	

This is part of the VIP Lounge project and is part of the overall Terminal Expansion and Renovation project. There is sufficient unencumbered budget to fund this change order.

Staff recommends approval of Change Order 17 to Carr & Collier, Inc., for the Terminal Renovation and Expansion: Apron Reconstruction/Expansion Project in the amount of \$16,695.11 and authorization for the Executive Director to execute said agreement on behalf of Authority.

Item A-7 Recommendation to Approve a Change Order to Ivey's Construction, Inc. to its VIP Lounge Purchase Order to Replace the Existing Kitchen Grease Trap and Associated Underground Drain Piping in an Amount Not-To-Exceed \$116,323.

As part of the Terminal Renovation and Expansion Project, Ivey's Construction Inc. was awarded the VIP Lounge design and construction. Part of the scope of work for this project was to replace an existing drain line in the kitchen at the three-compartment sink. This line has been snaked continually over the past few years but continues to back up and flood into the old Lucky's Restaurant. A camera was used to determine that the pipe underground has sagged and continues to hold grease causing the backup.

Moving forward from the underground pipe repair, it has now been determined that the flow into the existing grease trap is restricted from deterioration of the grease trap and supporting underground piping. While the trap is cleaned on a regular basis, the existing underground cast iron piping leading into the trap is severely corroded. The inlet portal into the trap, along with the baffles, are restricting flow so that it cannot operate at its designed capacity.

Several options were reviewed and priced, including refurbishing the existing trap and replacing it with a new one. As the trap remains in service currently for operations in the lounge and Dunkin', the most cost-effective solution was to install a new trap with new underground piping. Once the new trap is in service, the old trap will be left in place and filled with concrete. Cost for this work is within the current \$72 million budget for the terminal.

Staff recommends approval of a change order Ivey's Construction, Inc. to replace the existing kitchen grease trap and associated underground drain piping in an amount not to exceed \$116,323 and authorization for the Executive Director to execute said agreement on behalf of Authority.

Item A-8 Recommendation to Approve a Change Orders 2 through 5 to DP Development, LLC for Material Cost Adjustments, Scope Changes, and Unforeseen Conditions Related to the Northside Expansion Project: St. Michael Place Extension Phase 3 in the Amount of \$190,120.97.

As part of the Northside Expansion, the roadway is being extended from the current St. Michael Place toward the western edge of the airport property and connecting into General Aviation Drive. Along with the road extension are the utilities to support development along St. Michael Place back to Apollo Boulevard.

Bids for the project were received and approved by the Board in April 2021. Contractually, the contractor must hold its price for up to 60 days after the bid. The contractor could not secure contracts with subcontractors or suppliers until a Notice to Proceed (NTP) was issued. Since this project was under a grant from the Department of Economic Opportunity (DEO), work could not be released until the NTP from the DEO was issued or costs incurred prior to the NTP would be ineligible for grant reimbursement.

Due to delays by the DEO, a NTP was not issued for the project until July 2021. This was 92 days past the award and 120 days past the bid. The contractor received information from its supplier that the material bid price was no longer valid as it was past to 60-day hold. The contractor along with assistance from airport staff tried to resolve the issue, including seeking bids from other suppliers. Change Order 2(CO-02) is the

result of the material cost increase for project. There is no markup by the contractor although it is allowed by contract and the contractor has absorbed some of the material cost increase.

Other changes include valve assembly changes required by the City during permit review (CO-03), manhole modifications due to field conditions (CO-04), and manhole cover changes required by the City (CO-05).

CO	Description	Amount	Rev Contract \$	Remarks
	Contract amount	\$ 3,197,255.50	\$ 3,197,255.50	
CO-01	Barrier Wall Modifications	\$ 47,246.00	\$ 3,244,501.50	
CO-02	Material Changes	\$ 182,643.91	\$ 3,427,145.41	Past 60 Bid Requirement
CO-03	Auto Flush Assy	\$ 5,892.36	\$ 3,433,037.77	City req during plan review
CO-04	Manhole Mod	\$ 571.34	\$ 3,433,609.11	Field Condition
CO-05	MH Ring & Cover	\$ 1,013.36	\$ 3,434,622.47	City req during plan review
	Current Change Order Sum	\$ 190,120.97		
	Total Contract Changes to Date		\$ 237,366.97	

These costs are within the project budget and are covered under the 100 percent reimbursable grant.

Staff recommends approval of Change Orders 2 through 5 to DP Development, LLC for material cost adjustments, scope changes, and unforeseen conditions related to the Northside Expansion Project: St. Michael Place Extension Phase 3 in the amount of \$190,120.97 and authorization for the Executive Director to execute said agreement on behalf of Authority.

Item A-9 Recommendation to Approve Purchase of Extrication Equipment in the Amount of \$66,857.

Aircraft Rescue Fire Fighting (ARFF) equipment plays a vital role in assisting emergency rescue personnel in the extrication of victims from aircraft, vehicles, and other confined spaces.

Currently, the extrication tools are at the end of its serviceable life and require corded power from a generator. These new tools will provide emergency responders self-contained power in compact spaces without the need for external power generation equipment.

The approved FY2022 budget includes the purchase of the following tools for all three of the ARFF vehicles:

QTY	Description	Pricing
2	Pentheon Telescopic Ram (PTR50)	\$ 18,942
3	Pentheon Combi Tool (PCT50)	\$ 37,335
10	Pentheon Batteries for Tools	\$ 7,720
5	Battery Chargers	\$ 2,860
		\$ 66,857

The purchase is considered a Sole/Standardization justification as the mechanical operating components of the tools are patented by Holmatro (Pentheon Series) and is cost beneficial to the department as first responders city wide are familiar with the functions, training, and maintenance of the tools.

Staff recommends the approval to purchase extrication equipment in the amount of \$66,857 and authorization for the Executive Director to execute all necessary documents on behalf of the Authority.

Discussion Items

Item D-1 Acceptance of City Grant

Information Items

Item I-1 Financial Update

Item I-2 Operations Update

Item I-3 Construction Projects Update

Item I-4 Business Development and Marketing Update

Public Speakers

Adjournment

Pursuant to 286.0105, Florida Statutes, the Airport hereby advises the public that if a person decides to appeal any decision made by the Airport Authority with respect to any matter considered at its meeting or hearing, he will need a record of the proceedings, and that for such purpose, affected persons may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Airport (723-6227) at least 48 hours prior to the meeting.



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

RESOLUTION NO. 1-22

A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY, BREVARD COUNTY, FLORIDA, ENTERING INTO A GRANT AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION (FAA) PROVIDING FOR THE AIRPORT CONCESSIONS RENT RELIEF FOR CERTAIN TERMINAL CONCESSIONAIRES OPERATING AT THE MELBOURNE ORLANDO INTERNATIONAL AIRPORT.

WHEREAS, the City of Melbourne Airport Authority has requested financial participation by the Federal Aviation Administration to provide qualifying concessionaires rent relief, and

WHEREAS, the Federal Aviation Administration has approved the application request for financial assistance (Concessions Rent Relief Grant) and agrees to a maximum participation in the amount not to exceed \$206,711.00 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 Concessions Rent Relief Grant" with the Federal Aviation Administration providing for assistance by the FAA in the form of a Grant in the amount not to exceed \$206,711.00 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 Melbourne Orlando 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 19TH Day of January 2022.

BY: _____

Jack L. Ryals, Chairman

City of Melbourne Airport Authority

ATTEST:

Greg Donovan, Executive Director

MELBOURNE ORLANDO INTERNATIONAL AIRPORT

**Income Statement
November 30, 2021**

	Year To Date Actual			
	11/30/2021	11/30/2020	\$ change	% change
Operating Revenue				
Airline Landing Fees	86,022	49,974	36,048	72%
Airline Service Fees	358,181	257,400	100,781	39%
Land & Bldg Lease Rents	1,518,147	1,490,936	27,210	2%
Terminal Rents	38,992	38,992	0	0%
Parking Lot Fees	288,935	135,850	153,084	113%
Car Rental Concessions	141,790	111,579	30,211	27%
Restaurant Concessions	13,228	6,940	6,288	91%
Mobile Home Park Rent	340,166	312,197	27,968	9%
T-Hangar Rentals	15,143	17,248	(2,105)	-12%
Operating Grant Revenue	9,990	9,840	150	2%
Other	54,648	41,373	13,275	32%
Total Operating Revenues	2,865,240	2,472,330	392,910	16%
Operating Expense:				
Personnel Services	662,415	658,836	3,580	1%
Contract Services	679,012	853,272	(174,260)	-20%
Police & Fire Services	195,307	194,411	896	0%
Maintenance and Operations	664,332	546,213	118,119	22%
Other	-	-	0	#DIV/0!
Total Operating Expenses	2,201,067	2,252,732	(51,665)	-2%
Operating Income (Loss)	664,173	219,597	444,575	
Non-Operating Revenue (Expense):				
Passenger Facility Charges	190,101	57,437	132,663	231%
Customer Facility Charges	80,670	78,027	2,643	3%
CARES Grant Revenue	-	611,761	(611,761)	-100%
Gain on Sale of Assets	3,230,015	4,665	3,225,350	69139%
Interest Income (Loss)	15,993	137,309	(121,316)	-88%
Ad Valorem Tax Revenue	943,786	907,332	36,454	4%
Ad Valorem Tax Expense	(967,477)	(915,764)	(51,712)	6%
(Loss) on Disposal of Fixed Assets	-	-	0	#DIV/0!
Interest Expense	(15,438)	-	(15,438)	#DIV/0!
Total Non-Operating Revenue (Expense)	3,477,650	880,767	2,596,882	
Net Income (Loss) Before Depreciation*	4,141,822	1,100,365		

* Net Income before capital contributions and transfers

MELBOURNE ORLANDO INTERNATIONAL AIRPORT
Statement of Revenues, Expenditures and Changes in Fund Net Assets
November 30, 2021

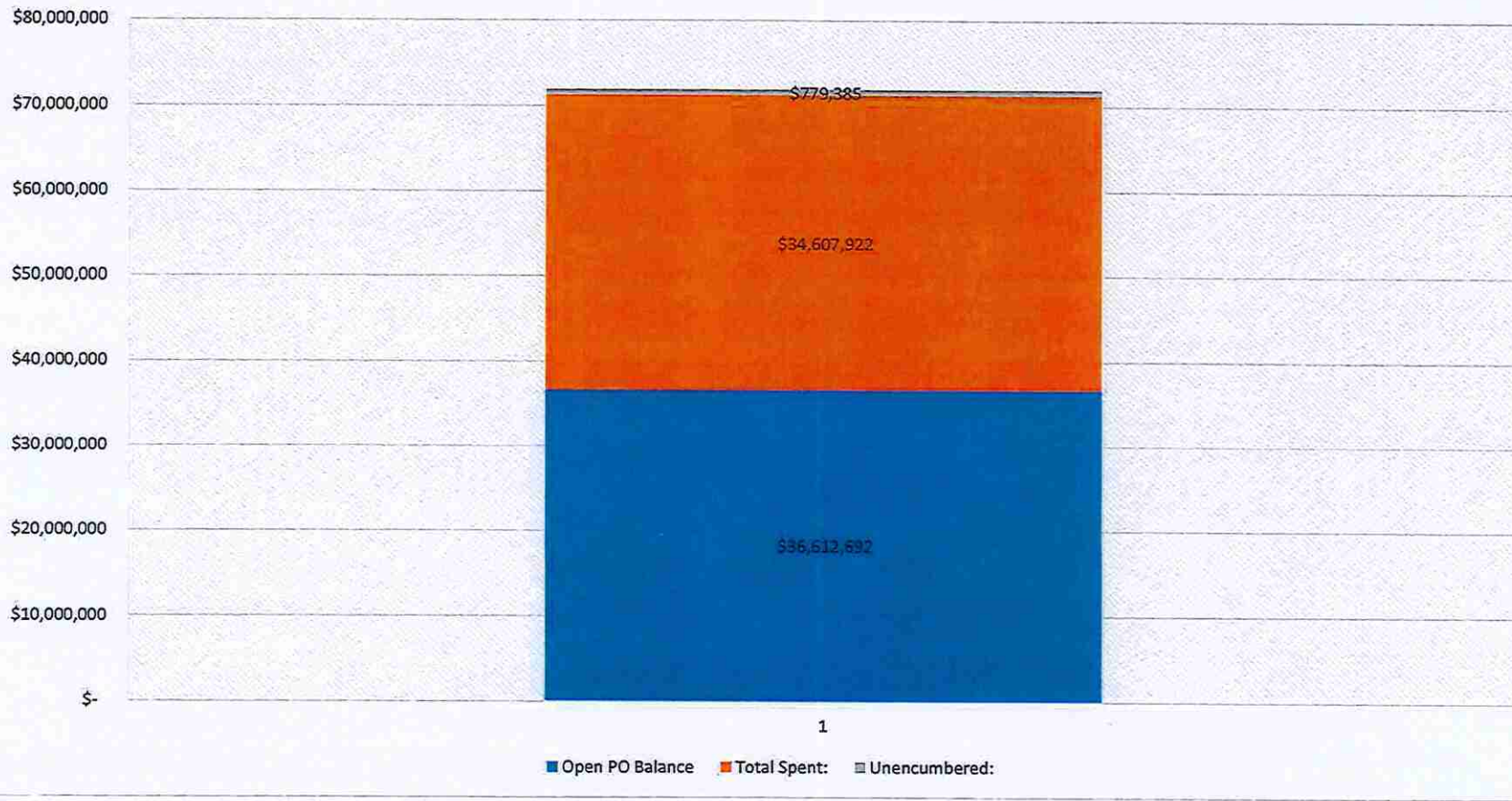
	YTD Actual	Annual Budget	% of Budget
Operating Revenues:			
Airline Landing Fees	86,022	426,185	20%
Airline Service Fees	358,181	2,219,666	16%
Land & Bldg Lease Rents	1,518,147	8,940,201	17%
Terminal Rents	38,992	237,624	16%
Parking Lot Fees	288,935	1,003,295	29%
Car Rental Concessions	141,790	1,683,188	8%
Restaurant Concessions	13,228	1,030,687	1%
Mobile Home Park Rent	340,166	2,061,075	17%
T-Hangar Rentals	15,143	113,528	13%
Operating Grant Revenue	9,990	72,000	14%
Other	54,648	339,888	16%
Total Operating Revenues	2,865,240	18,127,337	16%
Operating Expense:			
Personnel Services	662,415	5,808,015	11%
Contract Services	679,012	8,525,376	8%
Police & Fire Services	195,307	1,166,096	17%
Maintenance and Operations	664,332	7,938,208	8%
Other	-	-	#DIV/0!
Total Operating Expenses	2,201,067	23,437,695	9%
Operating Income (Loss)	664,173	(5,310,358)	
<u>Non-Operating Revenue (Expense):</u>			
Passenger Facility Charges	190,101	1,301,510	15%
Customer Facility Charges	80,670	1,112,001	7%
CARES Grant Revenue	-	7,545,138	0%
Gain on Sale of Assets	3,230,015	-	#DIV/0!
Interest Income (Loss)	15,993	200,847	8%
Ad Valorem Tax Revenue	943,786	1,982,252	48%
Ad Valorem Tax Expense	(967,477)	(1,936,135)	50%
Gain (Loss) on Disposal of Fixed Assets	-	-	#DIV/0!
Interest Expense	(15,438)	(200,000)	8%
Total Non-Operating Revenue (Expense)	3,477,650	10,005,613	
Net Income (Loss) before			
Depreciation, Transfers, and Capital Contributions	4,141,822	4,695,255	
Depreciation Expense	-	-	
Intra Transfer to Airport Capital	-	(100,000)	0%
Net Income (Loss) After Transfers	4,141,822	4,595,255	

Melbourne Orlando International Airport
 Top 10 Operating Revenues
 11/30/2021

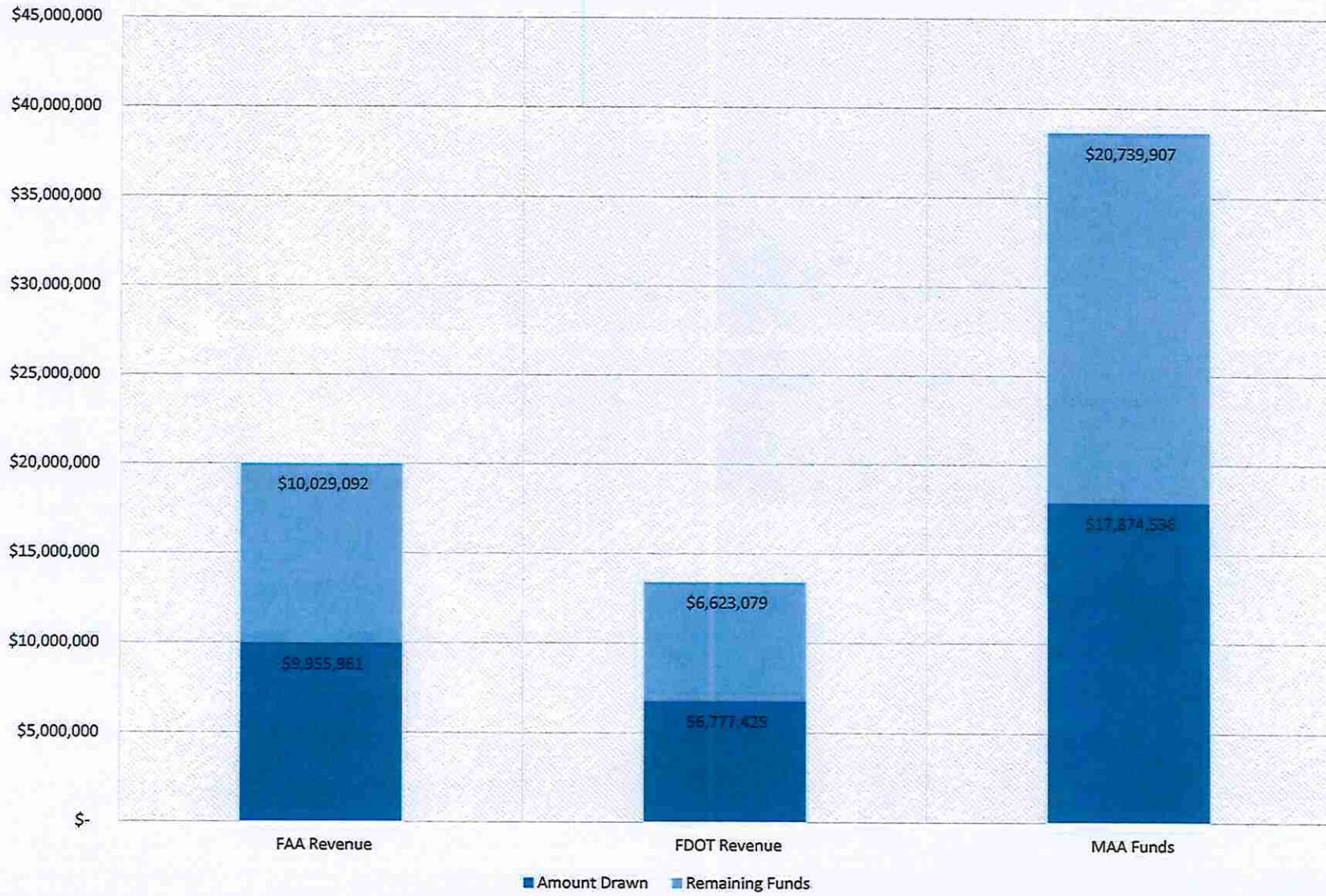
Rank	Description	YTD FY 2022	FY 22 % of Total Rev	YTD FY 2021	FY 21 % of Total Rev	\$ Change	% Change
1	Airfield Facilities Rental	803,197	28%	795,157	32%	8,040	1%
2	Commercial Business Center Rent	542,315	19%	531,576	22%	10,739	2%
3	Tropical Haven Revenue	337,913	12%	309,838	13%	28,075	9%
4	Parking Revenue	288,935	10%	135,850	5%	153,085	113% A
5	Ground Handling Revenue	217,126	8%	157,417	6%	59,709	38% A
6	Terminal Rent-Airline	148,230	5%	118,094	5%	30,136	26% A
7	Car Rental Concession	141,790	5%	111,579	5%	30,211	27% A
8	Hangar Rent	133,147	5%	123,903	5%	9,244	7%
9	Landing Fees	86,022	3%	46,568	2%	39,454	85% A
10	Security Cost Reimbursement	19,956	1%	15,179	1%	4,777	31%
Total Top 10 Operating Revenue		2,718,631	95%	2,345,161	95%	373,470	
Other Operating Revenue		146,609	5%	127,169	5%	19,440	15%
Total Operating Revenue		2,865,240	100%	2,472,330	100%	392,910	16%

A Increase is due to recovery in activity related to increase in passenger traffic as the Airport rebounds from the Covid 19 recession.

Terminal Expansion Expenditures-Actual/Encumbrances



Terminal Expansion/Renovation Funding Progress



12/29/2021

MAA Funds	Initial Amount		Remaining Funds		CARES Grant Amount	Total Drawn	Balance
	Grant/Debt/Cash	Amount Drawn	Allocated To Project				
FAA Grant 49-CARES	\$ 13,626,031	\$ 13,626,031	\$ -		\$ 19,823,709	\$ 14,653,332	\$ 5,170,377
Land Sales-Nasa Property	\$ 815,000	\$ 815,000	\$ -				
Land Sales-Police Property	\$ 3,229,962	\$ 3,229,962	\$ -				
Land Sales-USPS Property	\$ 1,800,000	\$ -	\$ 1,800,000				
Debt	\$ 15,000,000	\$ -	\$ 15,000,000				
Reserves	\$ 4,200,000	\$ 203,543	\$ 3,996,457				
MAA Funds Drawn	\$ 38,670,993	\$ 17,874,536	\$ 20,796,457				
MAA Funds Used		\$ 17,874,536					
Increase Cash/Investments		\$ (0)					

Melbourne Orlando International Airport
Top 10 Operating Expenses
11/30/2021

Description	YTD FY 2022	FY 22 % Operating Expense	YTD FY 2021	FY 21 % Operating Expense	\$ change	% change
1 Personnel	662,415	30%	658,836	29%	3,579	1%
2 Other Contract Services	388,705	18%	504,399	22%	(115,694)	-23% A
3 Fire Services	191,693	9%	189,070	8%	2,623	1%
4 Contractual Employee	93,173	4%	64,163	3%	29,010	45% B
5 Consulting Fees	91,062	4%	67,236	3%	23,826	35%
6 Electric	91,025	4%	86,469	4%	4,556	5%
7 Risk Management	72,151	3%	70,310	3%	1,841	3%
8 Repair & Maintenance-Building	64,818	3%	9,186	0%	55,632	606% C
9 Cable TV Expense	54,661	2%	50,284	2%	4,377	9%
10 Advertising Expense	48,446	2%	18,410	1%	30,036	163% D
Total Top 10 Operating Expense	1,758,149	80%	1,718,363	76%		
Other Operating Expense	442,918	20%	534,369	24%	(91,451)	-17%
Total Operating Expense	2,201,067	100%	2,252,732	100%	(51,665)	-2%

A Decrease is due to savings realized from new contracts that went into effect mid-year in fy 21 and other steps management has taken to reduce expenses.

B Last year the staffing agency had issues providing the temporary employees needed to perform janitorial and terminal services work. This year, the staffing provided by the temp agency was at the level to meet the airport needs so this is reflected in the higher cost.

C Increase in non-recurring M&O on facilities including floor replacement in fire station (\$10,100), Repairs to the FIS Elevator (\$31,100), modifications to ticket counter/gate to accommodate Allegiant (\$7,800), repairs to sliding glass terminal doors (\$2,033), and modification to lighting at tenant building (1135 Nasa) for security (\$12,063).

D Increase is due to increase promotion of new air service coupled with a campaign to increase public awareness of the benefits of using MLB.

Melbourne Orlando Int'l Airport
Cash Flow Projection
12/29/2021

	December-21	January-22	February-22	March-22	April-22	May-22	June-22	July-22	August-22	September-22	October-22	November-22
Beginning Cash/Investment Balance	\$ 24,493,518	\$ 21,655,647	\$ 25,585,402	\$ 22,781,616	\$ 20,622,577	\$ 19,493,719	\$ 17,287,099	\$ 18,754,056	\$ 18,574,239	\$ 19,269,698	\$ 23,809,639	\$ 24,229,290
Operating Revenue	1,181,980	2,218,702	1,181,980	1,181,980	1,527,349	1,527,349	1,527,349	1,527,349	1,527,349	1,527,349	1,527,349	1,527,349
Plus: CARES Grant	12,703,556	1,949,776		2,000,000			2,000,000			2,000,000		
Less: Prepaid Rent Recorded as Deferred Revenue	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)	(27,272)
Plus: Monthly Collections Ad Valorem Tax	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988	133,988
Plus: Land Sales			1,800,000									
Operating Expense:												
Liability Insurance								(63,042)				
Personnel	(475,733)	(475,733)	(475,733)	(475,733)	(475,733)	(475,733)	(475,733)	(475,733)	(475,733)	(475,733)	(475,733)	(475,733)
Tui Transition Consultant	(13,500)	(13,500)	(13,500)	(13,500)								
TUI Marketing Incentive Reimbursement												
Interest Expense						(143,325)						(143,325)
Maintenance and Operations Expense	(877,639)	(852,077)	(877,639)	(877,639)	(1,431,779)	(1,431,779)	(1,431,779)	(1,431,779)	(1,431,779)	(1,431,779)	(1,431,779)	(1,431,779)
Net Increase (Decrease) in Cash Flow from Operations	1,871,600	984,108	1,721,824	1,921,824	(273,447)	(416,772)	1,726,553	(336,489)	(273,447)	1,726,553	(273,447)	(416,772)
Total Capital Outlay	(4,972,052)	(7,062,762)	(11,640,741)	(11,164,186)	(7,723,697)	(2,869,288)	(1,750,000)	(75,000)	(25,000)	(24,944)	-	-
Total Capital Grant Revenue	149,241	5,895,712	2,999,551	2,935,229	3,621,566	826,681	1,260,572	-	750,000	2,615,998	500,000	-
PFC Collections (Reimbursement of Eligible Costs)	71,039	70,636	72,443	92,822	139,521	142,936	129,972	131,011	137,929	125,730	109,198	78,272
CFC Collections	42,301	42,061	43,137	55,272	107,199	109,823	99,862	100,661	105,976	96,603	83,901	60,139
Debt Draws (from Escrow)		4,000,000	4,000,000	4,000,000	3,000,000							
Net Increase (Decrease) in Cash From Capital and Debt	(4,709,471)	2,945,647	(4,525,609)	(4,080,862)	(855,411)	(1,789,848)	(259,595)	156,672	968,906	2,813,388	693,098	138,411
Beginning Cash/Investments	24,493,518	21,655,647	25,585,402	22,781,616	20,622,577	19,493,719	17,287,099	18,754,056	18,574,239	19,269,698	23,809,639	24,229,290
Ending Cash/Investments	21,655,647	25,585,402	22,781,616	20,622,577	19,493,719	17,287,099	18,754,056	18,574,239	19,269,698	23,809,639	24,229,290	23,950,929

Melbourne Orlando Int'l Airport
Cash Flow Projection - Capital Exp and Grant Revenue
12/29/2021

Capital Project Expenditures	Proj #	Total Cost	Indi	Prior Expenditures	December-21	January-22	February-22	March-22	April-22	May-22	June-22	July-22	August-22	September-22	October-22	November-22
Airfield Utilities-GA Dr. & SO Lift	51119	1,400,000	E													
Security System-phase 1	50419	461,959	D													
Terminal Exp-Public Space (Haskell)	50519	50,414,637	E	(20,456,938)	(3,917,359)	(4,938,136)	(6,306,707)	(6,962,107)	(5,567,656)	(1,065,734)	(1,200,000)					
Terminal Exp-Public Space (Others)	50519	1,243,562	E	(1,181,608)	(16,500)	(16,500)	(16,500)	(12,454)								
Terminal Exp-PBBs (2)	54119	3,024,428	D	(504,899)	(87,318)	(165,578)	(1,773,111)	(220,787)	(272,735)	-	-					
Terminal Exp-Apron	54219	13,276,796	D	(7,330,438)	(541,151)	(1,173,967)	(1,573,967)	(2,173,967)	(483,306)							
Terminal Exp-VIP Lounge (Iveys)	54319	775,562	C	(5,652)	(68,993)	(235,523)	(235,523)	(229,871)								
Terminal Exp-Welcome Center (Iveys)	54519	1,603,554	C	-		(250,000)	(350,000)	(350,000)	(350,000)	(303,554)						
Terminal Exp-Common Use Tech Equip	54619	252,204	C	(232,234)	-		(19,970)									
Terminal Exp-Int'l Waste Facility	54719	32,665	C			(9,710)	(22,955)									
Terminal Exp-FF&E	55319	600,000	C	(264,996)	(64,996)		(267,008)									
ATCT Construction (FDOT)	50215	300,000	D													
In Line Baggage System-Design	50121	1,024,944	D	-	(100,000)	(50,000)	(150,000)	(250,000)	(200,000)	(150,000)	(50,000)	(25,000)	(25,000)	(24,944)		
Airplane Deposit Facility	50619	70,000	C													
Taxiway S Improvements-Phase 1	50120	3,400,000	D													
Perimeter Road Rehab	50220	125,000	C													
PBB 5 Replacement	50320	1,669,094	D													
Aerospace Dr. Lift Station Replace	50520	85,000	C													
Tropical Haven Facility Improvements	50620	298,491	C	(212,228)		(22,348)										
Northside Expansion	54120	9,392,132	D													
Northside Exp-St. Michael Pl Ext	54220	6,100,000	D	(329,736)	(173,565)	(161,000)	(900,000)	(900,000)	(750,000)	(750,000)	(500,000)					
Northside Exp-T/W M Ext	54320	3,930,000	D													
Northside Exp-Infrastructure Dev	54420	3,102,444	D	(166,497)	(2,170)											
Equipment Purchases		880,000	C			(40,000)	(25,000)	(65,000)	(100,000)	(600,000)		(50,000)				
Total Capital Outlay					(4,972,052)	(7,062,762)	(11,640,741)	(11,164,186)	(7,723,697)	(2,869,288)	(1,750,000)	(75,000)	(25,000)	(24,944)	-	-
Grant Revenue																
TERMINAL EXPANSION GRANTS																
FDOT-Terminal Rehab FY 20/FY 21 (438452-1-94-03--\$8,400,504)				4,075,296	-	2,018,658	1,314,081	992,469	-							
FAA Discretionary PBBs (2) Grnt 50- FY 20 (\$2,644,650)				187,940	-	316,959	227,606		1,595,800	198,708	117,637	-	-	-	-	-
FAA Ent Grnt 48 Term Rehab FY 20-FY 22 (\$6,895,959)*				2,653,512	-	618,248	778,675	993,760	778,675	993,124	79,965	-	-	-	-	-
FAA Grant 48 Funding Lag (3 year grant; final year funds in August 2022)								-	(706,185)	(993,124)	(79,965)	-	-	1,779,275		
FAA Supplemental Grnt 51 Term Rehab - FY 20 (\$4,444,444)				1,738,548	-	405,342	510,522	651,538	510,522	627,972						
FAA Discretionary Ramp - FY 20 (\$6,000,000)				3,520,093		2,182,445	-	297,462								
TSA OTA-In Line Baggage Sys Design (\$711,496)									381,755		242,935			86,724		
NORTHSIDE EXPANSION GRANTS																
FDEO		3,922,132					168,667									
FDOT		4,783,000			149,241	354,060			1,061,000		900,000		750,000	750,000	500,000	
Total Grant Revenue					149,241	5,895,712	2,999,551	2,935,229	3,621,566	826,681	1,260,572	-	750,000	2,615,998	500,000	-

*Grant awarded September 2020; entitlement grant award is paid out over 3 years

**MELBOURNE ORLANDO INTERNATIONAL AIRPORT (MLB) MONTHLY ACTIVITY REPORT
NOVEMBER 2021**

	2021	2020	MO CHANGE (%)	2021 YTD	2020 YTD	YTD CHANGE (%)
PASSENGERS						
Revenue PAX - Domestic						
Enplaned	18,101	9,107	98.8%	155,827	101,017	54.3%
Deplaned	17,687	9,024	96.0%	152,731	99,326	53.8%
Total Revenue PAX - Domestic	35,788	18,131	97.4%	308,558	200,343	54.0%
*Revenue PAX - Int'l						
Enplaned	55	24	129.2%	433	197	119.8%
Deplaned	178	79	125.3%	1,336	896	49.1%
Total Revenue PAX - Int'l	233	103	126.2%	1,769	1,093	61.8%
Non-Revenue PAX						
Enplaned	701	535	31.0%	7,977	6,279	27.0%
Deplaned	708	504	40.5%	7,909	6,046	30.8%
Total Non-Revenue PAX	1,409	1,039	35.6%	15,886	12,325	28.9%
Total PASSENGERS	37,430	19,273	94.2%	326,213	213,761	52.6%
AIRCRAFT OPERATIONS						
Air Carrier	501	363	38.0%	5,020	3,794	32.3%
Air Taxi	256	288	-11.1%	2,974	2,327	27.8%
General Aviation - Itinerant	6,801	4,602	47.8%	75,762	62,333	21.5%
General Aviation - Local	4,554	2,012	126.3%	48,391	24,579	96.9%
Military	40	55	-27.3%	759	531	42.9%
Total OPERATIONS	12,152	7,320	66.0%	132,906	93,564	42.0%

*Includes Data from US Customs for General Aviation Passengers

**MELBOURNE ORLANDO INTERNATIONAL AIRPORT (MLB) MONTHLY ACTIVITY REPORT
DECEMBER 2021**

	2021	2020	MO CHANGE (%)	2021 YTD	2020 YTD	YTD CHANGE (%)
PASSENGERS						
Revenue PAX - Domestic						
Enplaned	20,388	8,686	134.7%	177,367	109,703	61.7%
Deplaned	21,514	9,119	135.9%	175,338	108,445	61.7%
Total Revenue PAX - Domestic	41,902	17,805	135.3%	352,705	218,148	61.7%
*Revenue PAX - Int'l						
Enplaned	53	25	112.0%	486	222	118.9%
Deplaned	197	107	84.1%	1,533	1,003	52.8%
Total Revenue PAX - Int'l	250	132	89.4%	2,019	1,225	64.8%
Non-Revenue PAX						
Enplaned	848	561	51.2%	8,825	6,840	29.0%
Deplaned	829	573	44.7%	8,738	6,619	32.0%
Total Non-Revenue PAX	1,677	1,134	47.9%	17,563	13,459	30.5%
Total PASSENGERS	43,829	19,071	129.8%	372,287	232,832	59.9%
AIRCRAFT OPERATIONS						
Air Carrier	541	407	32.9%	5,561	4,201	32.4%
Air Taxi	283	249	13.7%	3,257	2,576	26.4%
General Aviation - Itinerant	6,101	6,310	-3.3%	81,863	68,643	19.3%
General Aviation - Local	4,062	3,081	31.8%	52,453	27,660	89.6%
Military	26	67	-61.2%	785	598	31.3%
Total OPERATIONS	11,013	10,114	8.9%	143,919	103,678	38.8%

*Includes Data from US Customs for General Aviation Passengers

**Melbourne Orlando International Airport
Police Department
Monthly Activity Report
December 2021**

Police Activity/ TSA Required Checks	
Response to Door & Gate Alarms	283
TSA Assists	4
Perimeter	122
Area Patrols	342
Door inspections	8
SIDA & Secure Area Inspections	218
Gate Inspections	5
Customs Assists / Weapons Check	0
Security Violations	0
Assist to Other Agencies	33
Aircraft Alerts	2
Arrests	0
*Other Incident Reports	223
Traffic Details/ Parking Citations/Warnings	26
Total	1266
Administrative Action	
Security Badges Issued	126
Parking Permits Issued	112*
*Renewals	
Total	238



Renee Purden

Renee Purden, ACE
Chief of Police/ Director of Public Safety

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

MISC./ OTHER

- Eight (8) agency assists for Rapid ID checks

12/2/2021 – Dignitary event: Governor DeSantis flew into and out of MLB for a VIP event off property

12/2/2021 – Agency assist for an unresponsive person on Old Orchard Road - MFD/MPD

12/3/2021 - FIS terminal - Construction site accident

12/3/2021 - Southeast Aerospace - Officer stand-by for terminated employee. SIDA badge turned over to badging.

12/4/2021 - 9R - Alert 1, Embraer aircraft with two souls on board with brake failure, Landed with no incident.

12/5/2021 - Atlantic Jet - After hours FBO assist for a visiting pilot.

12/5/2021 – Agency assist for a possible armed disturbance at Honeysuckle / Camellia – MPD

12/6/2021 - Rental car Lot – trip and fall victim. Subject tripped over the curb in the rental car parking lot while returning a car.

12/7/2021 - 1100 Woody Burke – Response to an alarm. Proper code obtained, all ok.

12/7/2021 - Car Rental – trip and fall victim. Avis runner tripped on passengers' luggage and fell on pavement while walking from car rental lot to terminal

12/8/2021 - 100 Aerospace Dr - SWAT training on aircraft at STS 1100-1530

12/11/2021 – Verbal distance in car rental area of terminal. Subject left without further incident.

12/11/2021 – Checkpoint - 90 9mm rounds ammo and 1 Beretta magazine confiscated for destruction

12/13/2021 – Checkpoint - Four (4) 270 Winchester rounds recovered at TSA checkpoint

12/15/2021 – Kindred - Assisted MPD with a trespass of a subject, W/M dob-03/01/89

12/16/21 - ACTC - Tower called duty phone to report a laser incident. Pilot and aircraft landed safely.

12/17/2021 - 9R - Aircraft alert 2 reference right landing gear not fully locked. The flight landed safely on 9R without any issues. 2 souls on board.

12/19/2021 - Enterprise Rental Car return: recovered stolen firearm out of West Melbourne

12/19/2021 - Curbside - Two subjects - trip and fall victims fell on the sidewalk, reported no injuries, medical was refused.

12/21/2021 - Checkpoint - 50 rimfire .22cal cartridges in carry-on luggage. Item seized for destruction.

12/21/2021 - Old Orchard Road - Burglary to unoccupied trailer.

12/25/2021 - 1205 Eddie Allen - Officer stand-by for Tropical Haven Christmas party.

12/27/2021 - Nasa at Air Terminal - Walk off from COC, located W/F on Nasa Blvd, female was transported back to COC

12/28/2021 - AVIS car rental - Found 9.53 grams of suspected crack cocaine in the glove box of an AVIS rental car, put into evidence destruction locker.

12/28/2021 - Jetway 6 - Damage due to incident with an Aircraft. Further investigation continues.

12/29/2021 - Checkpoint - Prohibited Item, 30-06 round. 54/29. Item placed in locker for destruction.

12/29/2021 - Hickam Rd- Resident received a notice to vacate Civil issue.

12/30/2021 - Jetway 7, Jetway 2 - while attempting to unlock jetway 7 and jetway 2 via computer/control panel, the jetway's failed to unlock, callout was made to correct the problem.

Melbourne Orlando International Airport

**Police Department
Yearly Activity Report
Jan-Dec 2021**

Police Activity/ TSA Required Checks	
Response to Door & Gate Alarms	2,320
TSA Assists	32
Perimeter	1,432
Door inspections	102
SIDA & Secure Area Inspections	2,998
Gate Inspections	62
Customs Assists / Weapons Check	12
Security Violations	30
Assist to Other Agencies	260
Aircraft Alerts	30
Arrests	11
*Other Incident Reports	4,710
Traffic Details/ Parking Citations/Warnings	283
K9 training & patrols	6
Total	12,288
Administrative Action	
Security Badges Issued	2,090
Parking Permits Issued	461
Total	2,551



Renee Purden

Renee Purden, ACE

Chief of Police/ Director of Public Safety

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