



MELBOURNE AIRPORT AUTHORITY BOARD MEETING
AGENDA

December 14, 2022, 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 October 26, 2022, regularly scheduled Board Meeting.

Item A-1 Appointment of Chairman and Vice Chairman to the Melbourne Airport Authority to serve the term January 2023 through December 2023.

Item A-2 Recommendation to Approve Purchase Order with TK Elevator in the Amount of \$47,514 for Repairs to the FIS Escalator.

The Airport contracts TK Elevator for maintenance and repairs of all elevators and escalators. During a recent inspection of the FIS escalator, which is approximately 30 years old, it was noted that repairs to the drive chain, steps, and comb plates are needed. The escalator is currently out of service due to safety precautions and to prevent further damage. TK provided a proposal in the amount of \$47,514 for the repairs. This pricing is in accordance with the current contracted amounts provided through Sourcewell's Cooperative Purchasing agreement.

Staff recommends approval to issue a purchase order to TK Elevator in the amount of \$47,514 for repairs to the FIS Escalator's drive chain, steps, and comb plates and authorization for the Executive Director to execute said purchase order on behalf of Authority.

Item A-3 Recommendation to Approve a Purchase Order with Environmental Science Associates (ESA), under its Continuing Services Contract for Compliance Requirements of the Federal Aviation Administration (FAA) for Support of Dassault Falcon Jet in an Amount Not-To-Exceed \$167,764.00.

All aeronautical projects are required to be reviewed by the Federal Aviation Administration (FAA). As part of the Dassault Falcon Jet (DFJ) site project, known as the Project Vista Infrastructure Improvements, a review for environmental impact is required in the form of a Categorical Exclusion (CATEX) or Environmental Assessment (EA).

Environmental Science Associates (ESA) provided the Airport Layout Plan (ALP) as part of the master plan update submitted over three years ago and has provided interim updates for other aeronautical projects. ESA is also well versed in our Environmental Assessments as it has completed several recently. Under its continuing services contract, ESA proposes to update the ALP and provide the focused EA with the Section 163 as required by the FAA.

Staff recommends approval of the purchase order to ESA in an amount not-to-exceed \$167,764.00 for the Focused Environmental Assessment, Section 163 and the Interim Airport Layout Plan, and authorization for the Executive Director to execute said purchase order on behalf of the Authority.

Item A-4 Recommendation to approve a Purchase Order to AVCON, Inc. under its Continuing Services Contract, for the Professional Engineering and Construction Services for Clearing and Grubbing the Dassault Falcon Jet site in an Amount Not-To-Exceed \$615,627.00.

As development begins for the leased area for Dassault Falcon Jet (DFJ), the airport is required per the lease to provide certain services for the development of the site including a cleared site and supporting infrastructure. This proposal is for the clearing and grubbing of the site so the DFJ team can begin its work. As the design develops, additional work for utilities will be included at a later date. This work is included as part of the Florida Department of Transportation (FDOT) 100 percent reimbursable grant that was approved by the Board in September 2022 and is part of the board-approved Project Vista Infrastructure Improvements project.

AVCON was selected to perform this engineering work based on its knowledge of work currently being performed in the area. Being selected as a Construction Manager as part of its Continuing Services Contract, it has engaged the services of a site development contractor who successfully bid the work and is the lowest responsive bidder.

Staff recommends approval of the approval of a purchase order to AVCON, Inc. under its Continuing Services Contract, for the Professional Engineering and Construction Services for Clearing and Grubbing the Dassault Falcon Jet site in an Amount Not-To-Exceed \$615,627.00 and authorization for the Executive Director to execute said purchase order on behalf of Authority.

Item A-5 Recommendation to Approve a Purchase Order to Storm L. Richards and Associates, Inc. for the Relocation of Gopher Tortoises for the Dassault Falcon Jet site in an Amount Not-to-Exceed \$245,000.00.

The Dassault Falcon Jet (DFJ) site is currently undeveloped. During the initial environmental review by the Engineer's environmental consultant, Storm L. Richards and Associates, no scrub jays were observed but gopher tortoises were noted in the area and will be required to be relocated prior to clearing the site. A state permit will be required before any tortoises can be relocated.

Once a state permit is issued, the Airport is responsible for hiring a licensed firm to relocate the tortoises. Since the Airport has used Storm Richards on many past projects and it is currently working on the project for AVCON, it is Airport Staff's recommendation for Storm Richards to provide the tortoise relocation. The cost of this work falls within the approved 100 percent reimbursable grant for this Project Vista Infrastructure Improvements project. The not-to-exceed amount includes the field survey, state fees, burrow excavation and equipment, and the cost of the recipient site for the tortoises.

Staff recommends approval of the approval of a Purchase Order to Storm L. Richards and Associates, Inc. for the relocation of gopher tortoises for Dassault Falcon Jet site in an amount not to exceed \$245,000.00 and authorization for the Executive Director to execute said purchase order on behalf of Authority.

Item A-6 Recommendation to Approve Change Order 13 to DP Development, LLC for Scope Change to Add Soil Stabilization Along the Shoulder of General Aviation Drive for the Northside Expansion Project: St. Michael Place Extension Phase 3 in the Amount of \$9,000.

As part of the Northside Expansion, the roadway is being extended from the current St. Michael Place toward the western edge of airport property and connecting into General Aviation Drive. Along with the road extension are underground utilities, a barrier wall, and retention ponds.

As part of the project, reclaimed water mains were required to complete the loop around the approximately 58-acre site that was originally planned for Aerion. This included adding a reclaim water main along the northside of General Aviation Drive, west of the new Bill Potter Drive. Since this area was to be developed as part of the lease, no additional work was included in the Northside Expansion Project except to install the reclaim line and backfill.

Fuel trucks supplying the tenants on the northside use the shoulder area of General Aviation Drive to make their turning radius into the tenant gates and are getting stuck. To alleviate the condition until the property is developed, stabilized material will be placed along the shoulder to support the fuel trucks. This change order will provide the labor and equipment to stabilize the shoulder and use the airport’s stockpile of asphalt millings for the material.

Proj #	CO	Description	Amount	Rev Contract \$	Remarks
		Contract amount	\$ 3,197,255.50	\$ 3,197,255.50	
54220-	CO 01-12	Previously Approved	\$ 628,401.31	\$ 3,825,656.81	
54420-	CO-13	Soil Stabilization	\$ 9,000.00	\$ 3,834,656.81	Unforeseen Scope
		Current Change Order Sum	\$ 9,000.00		
		Total Contract Changes to Date		\$ 637,401.31	

(54220 - Roadway (FDOT Grant); 54420 - Infrastructure (DEO Grant))

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

Staff recommends approval of Change Order 13 to DP Development, LLC for scope change to add soil stabilization along the shoulder of General Aviation Drive for the Northside Expansion Project: St. Michael Place Extension Phase 3 in the amount of \$9,000 and authorization for the Executive Director to execute said agreement on behalf of Authority.

Item A-7 Recommendation to Approve a Sublease with Operator Solutions.

Axiom Space (Axiom) exercised its option to lease Unit 3 in the Aerospace Center for an additional year beginning February 1, 2023. Axiom has also asked for consent to a sublease with Operator Solutions, which is already operating out of Unit 3. It would be subleasing 25 percent of the unit, or 2,500 square feet.

Operator Solutions offers a turnkey search and rescue solution to the commercial spaceflight and private sectors. It combines the most highly trained search and rescue specialists from within the Department of Defense with medical doctors, human space flight experts, fixed and rotary-wing capable aircrews to deliver the most capable rescue service in the industry today. It is currently working with Axiom and the Axiom 2 crew set to launch in May 2023.

Staff recommends approval of a sublease with Operator Solutions and authorization for the Executive Director to consent to said sublease on behalf of the Authority.

Item A-8 Recommendation to Approve an Amended and Restated Aeronautical Commercial Ground Lease and Development Agreement with Sheltair Melbourne, LLC.

Sheltair has a 32.545-acre legacy lease on the northside. The original lease was signed in 1988 and there have been 13 amendments to the lease. Airport staff has been in negotiations with Sheltair to build T-hangars on the southside of the airport to replace the airport-owned T-hangars that are outside of their useful lifespan and are contemplated to be removed to allow further airport development including a multi-use apron.

Since the legacy lease has become complicated to track with all the revisions, both parties agreed it would be best to amend and restate the Lease while adding the additional T-hangar parcel and other development plans.

The ground lease of this property will generate revenues of approximately \$8,565,127 over the original term of the lease, including incentives, but not including CPI adjustments and the non-refundable option fee.

Additional details of this transaction can also be found in the supplemental document included in your packet.

Staff recommends approval of an amended and restated aeronautical commercial ground lease and development agreement with Sheltair Melbourne, LLC and authorization for the Executive Director to execute said lease on behalf of the Authority.

Item A-9 Recommendation to Approve a Use and Lease Agreement with Canada Jetlines Operations LTD.

Canada Jetlines Operations LTD operates as Jetlines, a Canadian ultra-low-cost carrier headquartered in Mississauga, Ontario. It plans to operate nonstop service between Toronto Pearson International Airport (YYZ) and Melbourne Orlando International Airport two times per week utilizing Airbus A320 aircraft.

Additional details of this agreement can also be found in the supplemental document included in your packet.

Staff recommends approval of the General Terms Agreement with Canada Jetlines Operations LTD, and authorization for the Executive Director to execute said Agreement on behalf of the Authority.

Item A-10 Results of Executive Director’s Evaluation

Discussion Items

Item D-1 Proposed 2023 Board Meeting Dates

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.

Item A-8 Supplemental Details:

Recommendation to Approve an Amended and Restated Aeronautical Commercial Ground Lease and Development Agreement with Sheltair Melbourne, LLC.

The salient points of the lease are as follows:

- **Property Size:**
 - Northside Parcel: 32.545 acres
 - T-Hangar Parcel: 5.00 acres
- **Lease Term:** Thirty years plus two, ten-year options. The current lease's base term terminated September 30, 2028, and Sheltair has one, 15-year option period that would bring it out to September 30, 2048. The amended and restated lease's base term would terminate December 13, 2052, with then two, ten-year options that could bring it out to December 13, 2072.
- **Base Rent:**
 - The initial base rent for the legacy Northside parcel will be \$227,424.24 per year or \$18,952.02 per month, which is its current base rent. Stormwater retention is all on-site for this parcel.
 - The initial base rent for the T-Hangar parcel will be \$87,120.00 per year or \$7,260.00 per month. This is based on an appraisal of the site with a rental rate of \$0.40 per square foot per year. Stormwater retention may be blended between off-site retention and on-site retention. If off-site drainage is used there will be a service charge of 15 percent of the initial annual base rent.
- **Rent Incentives for the T-Hangar parcel:** One hundred twenty (120) months immediately following the Execution Date 100 percent rate abatement. This is in recognition both the value to the Airport of Sheltair's construction of improvements on the T-Hangar Parcel in which the Airport has revisionary interest but also in the importance of the construction and maintenance of the T-hangar facilities at the Airport for the use and enjoyment of the General Aviation community. This is important because when Airport Staff was in negotiations with developers, each calculated a poor Return on Investment, which has made this project difficult to move forward.
- **Rent Adjustments:**
 - Northside Parcel: CPI adjustments will occur every five (5) years with a maximum of 15 percent over the previous five-year period, except upon the exercise of an option period, which will require a fair market value adjustment based on an appraisal. This CPI maximum has been carried over from the legacy lease.
 - T-Hangar Parcel: CPI adjustments will occur every five (5) years with a minimum of 2 percent and a maximum of 5 percent per year, except upon the exercise of an option period, which will require a fair market value adjustment based on an appraisal.
- **Taxes and Fees:** Sheltair will be responsible for all taxes and fees, if applicable.
- **Option to Lease and Right of First Refusal:** Adjacent to the T-Hangar Parcel is approximately 7 acres. For a period of two years and six months, Sheltair shall have the exclusive option to lease those 7 acres. For a period of seven years following Option to Lease, Sheltair shall have the Right of First Refusal. If Sheltair elects to lease only a portion of the Option Property, it must lease a portion of a sufficient size and configuration so as

not to render the remainder of the property unleaseable. Sheltair shall pay a non-refundable option fee as follows:

- \$36,590.40 due within thirty (30) days of execution of the lease.
- \$36,590.40 due within thirty (30) days of the first anniversary of the lease.
- \$18,295.20 due within thirty (30) days of the second anniversary of the lease.
- If Sheltair takes down any of the Option Parcel, these amounts will be prorated.
- Improvements to the T-Hangar Parcel: A minimum of 30 public T-hangars with public restrooms, vehicle parking, and electronic security access gates.
- Regulations and Restrictions on the Use and Operation of the T-Hangar Parcel:
 - Sheltair shall offer public T-hangars for lease to the general public.
 - Sheltair shall charge reasonable and non-discriminatory rental rates set at Sheltair's discretion.
 - Sheltair shall not issue or otherwise any interest in the public T-hangars via "leasehold deed" or any other conveyance.

Item A-9 Supplemental Details:

Recommendation to Approve a Use and Lease Agreement with Canada Jetlines Operations LTD.

The salient points of the Use and Lease Agreement are as follows:

- **Term:** The initial term of the agreement is 24 months, during which time Jetlines will operate as a non-signatory airline. During this initial term Jetlines can elect to become a signatory carrier that would extend the agreement to be co-terminus with the current 5-year air service cycle.
- **Rates, Charges, and Fees:** Excluding incentives as outlined in the Airport's Board approved Airline Service Incentive Plan (ASIP), Jetlines shall pay the Airport's Rates and Charges, which vary by aircraft size. The estimated rates and charges are:
 - Signatory \$522
 - Non-Signatory: \$901
- Jetlines is responsible for collecting all Passenger Facility Charges (PFCs).
- Customer service, which includes passenger services and baggage handling, will be provided by the Airport through Menzies Aviation. The estimated Customer Service charges per turn are:
 - Signatory: \$570
 - Non-Signatory: \$786
- **Incentives per the ASIP:**
 - Airport will waive the Airport Fees including landing fees and terminal fees along with Ground Handling Fees for a period of two years for all new routes.
 - Marketing Assistance:
 - Year 1: Up to \$50,000 in Marketing Assistance Incentives for each qualifying route. Up to \$5,000 for promotional activities in Canada and up to \$5,000 for promotional activities in Florida for each qualifying route.
 - Year 2: Up to \$5,000 for promotional activities in Canada and up to \$5,000 for promotional activities in Florida for each qualifying route.If Jetlines elects to become a signatory:
 - Years 3-5: Up to \$5,000 for promotional activities in Canada and up to \$5,000 for promotional activities in Florida for each qualifying route.



MELBOURNE ORLANDO INTERNATIONAL AIRPORT • MLB

MELBOURNE AIRPORT AUTHORITY BOARD

Melbourne Airport Authority Meeting Dates

2023 Meetings

January 25

February 22

March 22

April 26

May 24

June 28

July 19
(Combined July /August)

September 27

October 25

December 6
(Combined November/December)

MELBOURNE ORLANDO INTERNATIONAL AIRPORT

**Income Statement
9/30/2022-Preliminary**

	Year To Date Actual		\$ change	% change
	9/30/2022	9/30/2021		
Operating Revenue				
Airline Landing Fees	537,399	437,795	99,604	23%
Airline Service Fees	2,368,505	1,964,698	403,807	21%
Land & Bldg Lease Rents	9,780,426	9,119,639	660,788	7%
Terminal Rents	245,261	233,955	11,306	5%
Parking Lot Fees	1,699,747	1,074,352	625,395	58%
Car Rental Concessions	1,662,526	861,286	801,240	93%
Restaurant Concessions	248,189	48,526	199,662	411%
Mobile Home Park Rent	2,043,220	1,989,622	53,598	3%
T-Hangar Rentals	89,807	93,840	(4,033)	-4%
Operating Grant Revenue	273,351	147,752	125,599	85%
Other	380,862	356,739	24,123	7%
Total Operating Revenues	19,329,293	16,328,204	3,001,089	18%
Operating Expense:				
Personnel Services	5,670,250	5,227,844	442,407	8%
Contract Services	7,408,009	4,369,193	3,038,817	70%
Police & Fire Services	1,149,045	1,119,029	30,016	3%
Maintenance and Operations	7,041,033	3,666,549	3,374,484	92%
Other	201,853	11,273	190,580	1691%
Total Operating Expenses	21,470,191	14,393,887	7,076,303	49%
Operating Income (Loss)	(2,140,897)	1,934,317	(4,075,214)	
Non-Operating Revenue (Expense):				
Passenger Facility Charges	1,319,122	623,899	695,223	111%
Customer Facility Charges	982,149	501,501	480,648	96%
CARES Grant Revenue	5,614,441	8,530,696	(2,916,255)	-34%
Gain on Sale of Assets	5,031,651	824,715	4,206,936	510%
Interest Income (Loss)	225,958	83,476	142,481	171%
Ad Valorem Tax Revenue	943,786	907,332	36,454	4%
Ad Valorem Tax Expense	(949,655)	(911,762)	(37,893)	4%
(Loss) on Disposal of Fixed Assets	(19,589)	-	(19,589)	#DIV/0!
Interest Expense	(292,938)	(92,297)	(200,642)	217%
Total Non-Operating Revenue (Expense)	12,854,924	10,467,561	2,387,363	
Net Income (Loss) Before Depreciation*	10,714,027	12,401,878		

* Net Income before capital contributions and transfers

MELBOURNE ORLANDO INTERNATIONAL AIRPORT
Statement of Revenues, Expenditures and Changes in Fund Net Assets
9/30/2022-Preliminary

	YTD Actual	Annual Budget	% of Budget
Operating Revenues:			
Airline Landing Fees	537,399	426,185	126%
Airline Service Fees	2,368,505	2,219,666	107%
Land & Bldg Lease Rents	9,780,426	8,940,201	109%
Terminal Rents	245,261	237,624	103%
Parking Lot Fees	1,699,747	1,003,295	169%
Car Rental Concessions	1,662,526	1,683,188	99%
Restaurant Concessions	248,189	1,030,687	24%
Mobile Home Park Rent	2,043,220	2,061,075	99%
T-Hangar Rentals	89,807	113,528	79%
Operating Grant Revenue	273,351	72,000	380%
Other	380,862	339,888	112%
Total Operating Revenues	19,329,293	18,127,337	107%
Operating Expense:			
Personnel Services	5,670,250	5,808,015	98%
Contract Services	7,408,009	8,525,376	87%
Police & Fire Services	1,149,045	1,166,096	99%
Maintenance and Operations	7,041,033	7,938,208	89%
Other	201,853	-	#DIV/0!
Total Operating Expenses	21,470,191	23,437,695	92%
Operating Income (Loss)	(2,140,897)	(5,310,358)	
<u>Non-Operating Revenue (Expense):</u>			
Passenger Facility Charges	1,319,122	1,301,510	101%
Customer Facility Charges	982,149	1,112,001	88%
CARES Grant Revenue	5,614,441	7,545,138	74%
Gain on Sale of Assets	5,031,651	-	#DIV/0!
Interest Income (Loss)	225,958	200,847	113%
Ad Valorem Tax Revenue	943,786	1,982,252	48%
Ad Valorem Tax Expense	(949,655)	(1,936,135)	49%
Gain (Loss) on Disposal of Fixed Assets	(19,589)	-	#DIV/0!
Interest Expense	(292,938)	(200,000)	146%
Total Non-Operating Revenue (Expense)	12,854,924	10,005,613	
Net Income (Loss) before			
Depreciation, Transfers, and Capital Contributions	10,714,027	4,695,255	
Depreciation Expense	(25,187)	-	
Intra Transfer to Airport Capital	-	(100,000)	0%
Net Income (Loss) After Transfers	10,688,840	4,595,255	

Melbourne Orlando International Airport
Top 10 Operating Revenues
9/30/2022

Rank	Description	YTD FY 2022	FY 22 % of Total Rev	YTD FY 2021	FY 21 % of Total Rev	\$ Change	% Change
1	Airfield Facilities Rental	5,382,769	28%	4,867,347	30%	515,422	11%
2	Commercial Business Center Rent	3,306,613	17%	3,262,391	20%	44,222	1%
3	Tropical Haven Revenue	2,043,220	11%	1,989,622	12%	53,598	3%
4	Parking Revenue	1,699,747	9%	1,074,352	7%	625,395	58% A
5	Car Rental Concession	1,662,526	9%	861,286	5%	801,240	93% C
6	Ground Handling Revenue	1,540,656	8%	1,189,009	7%	351,647	30% A
7	Terminal Rent-Airline	874,310	5%	853,922	5%	20,388	2%
8	Hangar Rent	805,582	4%	765,548	5%	40,034	5%
9	Landing Fees	537,399	3%	437,795	3%	99,604	23% B
10	Terminal Concessions	248,189	1%	48,526	0%	199,663	411% C
Total Top 10 Operating Revenue		18,101,011	94%	15,349,798	94%	2,751,213	
Other Operating Revenue		1,228,282	6%	978,406	6%	249,876	26%
Total Operating Revenue		19,329,293	100%	16,328,204	100%	3,001,089	18%

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

B Increase is due to increased flight activity and upgauging aircraft by scheduled carriers in 1st half of FY 22 coupled with a 5% rate increase that went into effect on 10/1/21.

C Increase is due to higher number of passengers related to new air service from TUI. In addition, last year's numbers are low because MLB waived the concession fee for part of the concession relief provided by FAA for qualifying concessionaires.

Melbourne Orlando International Airport
Top 10 Operating Expenses
9/30/2022

Rank	Description	YTD FY 2022	FY 22 % Operating Expense	YTD FY 2021	FY 21 % Operating Expense	\$ change	% change
1	Personnel	5,670,250	26%	5,220,038	36%	450,212	9%
2	Other Contract Services	5,300,545	25%	2,343,970	16%	2,956,575	126% A
3	Marketing Incentives	1,300,000	6%	75,000	1%	1,225,000	1633% B
4	Fire Services	1,130,066	5%	1,094,491	8%	35,575	3%
5	Contractual Employee	900,446	4%	504,852	4%	395,594	78% C
6	Electric	712,111	3%	516,720	4%	195,391	38% D
7	Consulting Fees	599,005	3%	547,424	4%	51,581	9%
8	Risk Management	455,126	2%	421,857	3%	33,269	8%
9	Special Events Expense	386,016	2%	102,672	1%	283,344	276% E
10	Cable TV Expense	345,340	2%	316,641	2%	28,699	9%
Total Top 10 Operating Expense		16,798,905	78%	11,143,665	77%		
Other Operating Expense		4,671,286	22%	3,250,222	23%	1,421,064	44% F
Total Operating Expense		21,470,191	100%	14,393,887	100%	7,076,304	49%

A MLB started new international air service (TUI) in FY 22 which as resulted in higher expense for customs (up \$1,283,000), ground handling (up \$1,404,000), and aircraft fueling (up \$151,000).

B In FY 22, TUI operated 6 routes that qualified for the marketing incentive to promote the airport/route so the expense and corresponding liability was recorded in September 2022. Note that this accrual is expected to be paid out to the third party marketing entities based on an approved marketing plan over the next year (this is reflected in the cash flow spreadsheet).

C Increase due to increase in ambassador costs (up \$192,000) associated with staffing for international operations. The Tropical Haven manager and Maintenance worker retired in February and April 2022, respectively, these positions have been filled with temp employees (\$62k increase). The airport has more temp custodians and maintenance employees, there was a shortage of workers last year, which has resulted in higher costs for the terminal org (up \$108,000).

D Increase is a result of FPL rate increase implemented this year plus the impact of the expanded terminal, which has added 86,000 sq feet of space, that has increased consumption of electricity.

E Increase is due to costs associated with start-up of TUI operations such as the passenger meal program (\$263k), passenger goodie bags (\$16,802), and staff customer service training (\$32,033). In prior year, MLB had the air show and costs associated with putting on the show were coded to special events expense.

F In fiscal year 2022 Other Operating expense increased due to the following (amounts shown reflect change from FY 21):

VIP Lounge (Opened April 2022)	200,099
Concessionaire Relief (Credits for ARPA Grant)	206,711
Equipment Purchases	379,647
R&M-Building	171,810
Advertising-Why Fly MLB campaign	165,261
	<u>1,123,528</u>

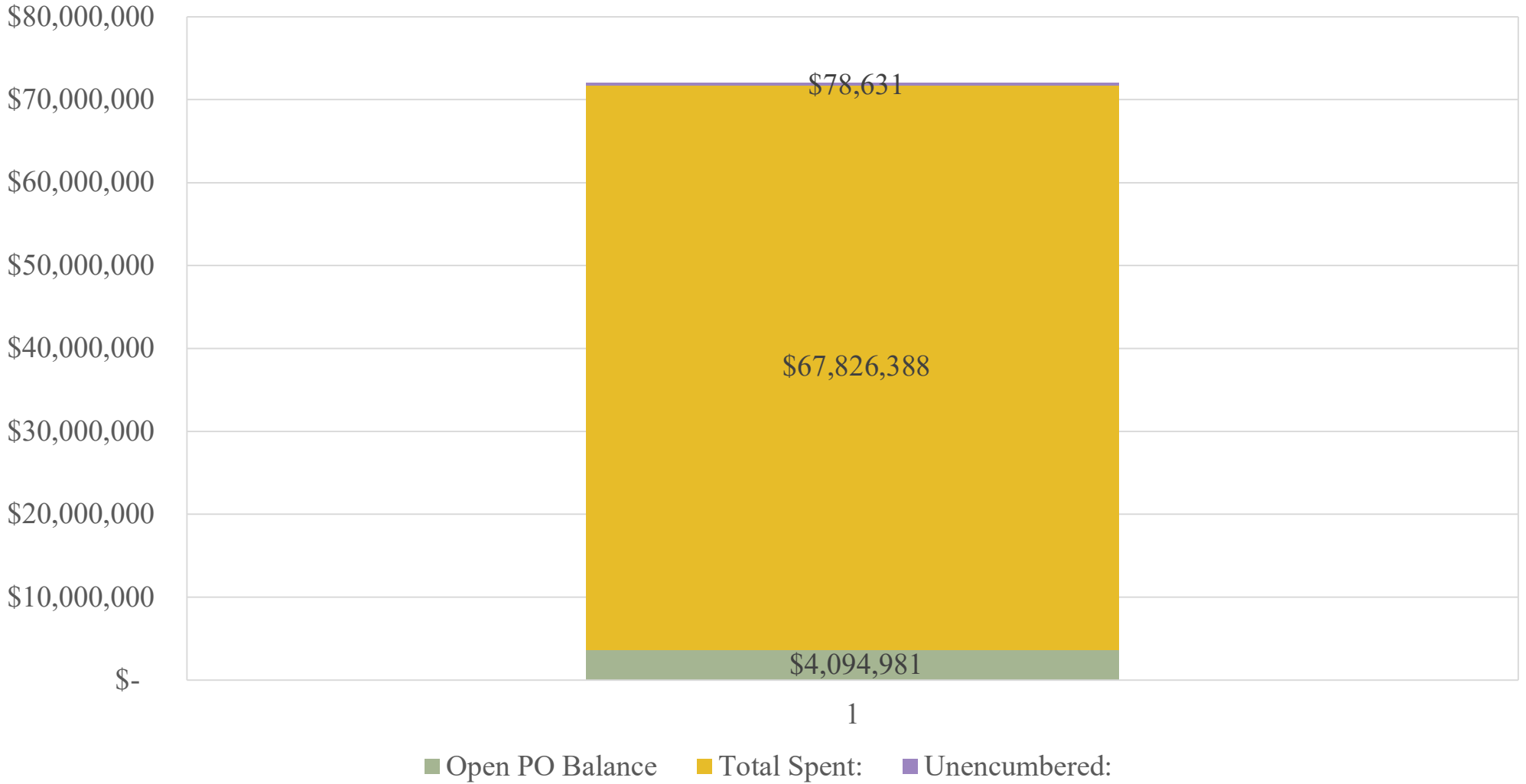
Melbourne Orlando Int'l Airport
Cash Flow Projection
12/1/2022

	October-22	November-22	December-22	January-23	February-23	March-23	April-23	May-23	June-23	July-23	August-23	September-23
Beginning Cash/Investment Balance	\$ 26,033,686	\$ 26,395,919	\$ 23,346,364	\$ 23,469,353	\$ 22,753,719	\$ 23,044,072	\$ 22,963,260	\$ 21,046,875	\$ 22,614,521	\$ 23,003,210	\$ 23,260,876	\$ 23,580,566
Operating Revenue	1,678,337	1,678,337	1,678,337	2,583,432	1,678,337	1,678,337	1,678,337	1,678,337	1,678,337	1,678,337	1,678,337	1,678,337
Plus: CRSSA Grant				1,000,000					1,000,000			
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
Operating Expense:												
Liability Insurance										(72,540)		
Personnel	(522,409)	(522,409)	(522,409)	(522,409)	(522,409)	(522,409)	(522,409)	(522,409)	(522,409)	(522,409)	(522,409)	(522,409)
TUI Marketing Incentive Reimbursement				(250,000)		(250,000)		(250,000)		(250,000)		(300,000)
Interest Expense		(143,325)						(143,325)				
Maintenance and Operations Expense	(1,357,991)	(4,065,590)	(1,357,991)	(1,357,991)	(1,357,991)	(1,357,991)	(1,357,991)	(1,357,991)	(1,357,991)	(1,357,991)	(1,357,991)	(1,357,991)
Net Increase (Decrease) in Cash Flow from Operations	(95,347)	(2,946,271)	(95,347)	1,559,748	(95,347)	(345,347)	(95,347)	(488,672)	904,653	(417,887)	(95,347)	(395,347)
Total Capital Outlay	(92,091)	(671,597)	(1,348,625)	(2,990,539)	(957,429)	(2,109,713)	(2,350,000)	(1,799,000)	(1,200,000)	(1,149,000)	(400,000)	(744,933)
Total Capital Grant Revenue	289,652	388,723	1,392,170	573,116	1,185,493	2,145,442	182,349	3,534,654	401,115	1,532,500	500,000	950,000
PFC Collections (Reimbursement of Eligible Costs)	140,218	96,846	94,985	77,188	85,662	124,337	188,356	174,255	153,744	158,707	171,197	-
CFC Collections	119,801	82,744	79,807	64,853	71,974	104,469	158,257	146,410	129,177	133,346	143,841	-
Net Increase (Decrease) in Cash From Capital and Debt	457,581	(103,284)	218,336	(2,275,382)	385,700	264,535	(1,821,038)	2,056,319	(515,964)	675,553	415,038	205,067
Beginning Cash/Investments	26,033,686	26,395,919	23,346,364	23,469,353	22,753,719	23,044,072	22,963,260	21,046,875	22,614,521	23,003,210	23,260,876	23,580,566
Ending Cash/Investments	26,395,919	23,346,364	23,469,353	22,753,719	23,044,072	22,963,260	21,046,875	22,614,521	23,003,210	23,260,876	23,580,566	23,390,286

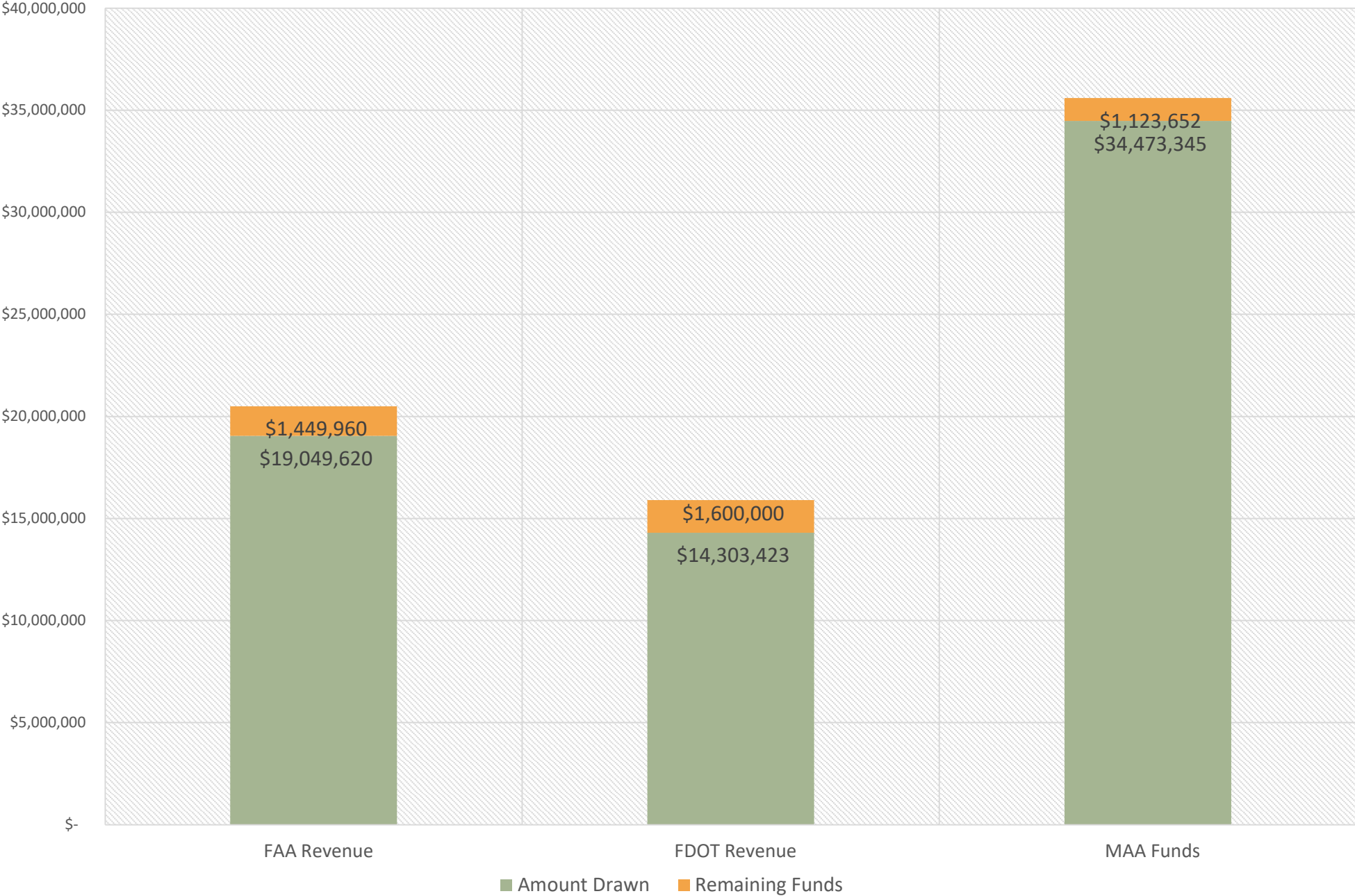
Melbourne Orlando Int'l Airport
Cash Flow Projection - Capital Exp and Grant Revenue
12/1/2022

Capital Project Expenditures	Proj #	Total Cost	Indi	Prior Expenditures	October-22	November-22	December-22	January-23	February-23	March-23	April-23	May-23	June-23	July-23	August-23	September-23
Terminal Exp PH2-Int'l PBB (Gate 9)	50423	4,500,000	E	-				(200,000)	(450,000)	(1,500,000)	(2,000,000)	(350,000)				
Ticket Counter Improvements	50523	214,476	C	-				(114,476)		(100,000)						
Terminal Exp-Public Space (Haskell)	50519	50,709,491	E	(47,961,134)	-	-	(607,294)	(2,141,063)								
Terminal Exp-Public Space (Others)	50519	1,337,349	E	(1,300,224)	(16,500)	(16,500)	(4,125)									
Terminal Exp-PBBs (2)	54119	3,024,428	D	(3,024,428)	-	-				-	-					
Terminal Exp-Apron	54219	13,354,669	D	(13,354,669)	-											
Terminal Exp-VIP Lounge (Iveys)	54319	891,885	C	(639,426)	-	-	(100,000)	(100,000)	(52,459)							
Terminal Exp-Welcome Center (Iveys)	54519	1,613,553	C	(1,433,414)	(7,256)		(172,883)									
Terminal Exp-Common Use Tech Equip	54619	252,204	C	(232,234)	-				(19,970)							
Terminal Exp-Int'l Waste Facility	54719	32,665	C	(32,665)												
Terminal Exp-FF&E	55319	709,547	C	(633,235)		(76,312)										
In Line Baggage System-Design	50121	1,024,944	D	(540,713)	(10,759)	(10,759)	(75,000)	(125,000)	(200,000)	(62,713)						
Airplane Deposit Facility	50619	70,000	C					(70,000)								
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						(85,000)							
Tropical Haven Facility Improvements	50620	298,491	C	(234,576)		-										
Northside Expansion	54120	9,392,132	D													
Northside Exp-St. Michael PI Ext	54220	6,100,000	D	(2,120,407)	(48,678)	(300,000)	(209,654)									
Northside Exp-T/W M Ext	54320	3,930,000	D	-												
Northside Exp-Infrastructure Dev	54420	3,102,444	D	(1,391,226)	(8,898)	(23,026)	(89,669)									
Project Vista Site Improvements	50323	6,600,000	D	-			(90,000)	(150,000)	(150,000)	(200,000)	(250,000)	(200,000)	(200,000)	(500,000)		
Equipment Purchases		1,733,969	C	-		(245,000)		(90,000)		(247,000)		(249,000)		(149,000)		(744,933)
T-Hangars Phase 1	TBD	3,000,000	D								(100,000)	(1,000,000)	(1,000,000)	(500,000)	(400,000)	
Total Capital Outlay					(92,091)	(671,597)	(1,348,625)	(2,990,539)	(957,429)	(2,109,713)	(2,350,000)	(1,799,000)	(1,200,000)	(1,149,000)	(400,000)	(744,933)
Grant Revenue																
TERMINAL EXPANSION GRANTS																
FDOT-Terminal Rehab FY 20/FY 21 (438452-1-94-03--\$10,000,504)				8,400,504	-		1,062,058			537,942	-					
FAA Discretionary PBBs (2) Grnt 50- FY 20 (\$2,644,650)				2,380,185	-			264,465				-	-	-		
FAA Ent Grnt 48 Term Rehab FY 20-FY 22 (\$7,410,486)				6,669,435					741,049			-	-	-	-	-
FAA Supplemental Grnt 51 Term Rehab - FY 20 (\$4,444,444)				4,000,000					444,444					-	-	-
FAA Discretionary Ramp - FY 20 (\$6,000,000)				6,000,000	-											
FDOT DRA-Ramp Reimb (\$5,000,000)							300,000			300,000			300,000			
FAA Discretionary-ARFF Truck (\$670,439)																
TSA OTA-In Line Baggage Sys Design (\$711,496)				-	289,652			138,380			182,349		101,115			
FAA BIL Grant-Entitlement (FY22/23)	50423	4,275,000								617,500		3,325,000		332,500		
NORTHSIDE EXPANSION GRANTS																
FDOT (St. Michael PI Ext)	54220	4,783,000		1,731,684	-	388,723		48,678		300,000		209,654		-		
FDEO (Inf Dev)	54420	3,922,132		1,361,114	-		30,112	121,593						-		
FDOT-Project Vista Grant	50323	6,600,000								390,000				650,000		700,000
FDOT FY 23 T Hangar Grant	TBD	1,500,000												550,000	500,000	250,000
Total Grant Revenue					289,652	388,723	1,392,170	573,116	1,185,493	2,145,442	182,349	3,534,654	401,115	1,532,500	500,000	950,000

Terminal Expansion Expenditures-Actual/Encumbrances



Terminal Expansion/Renovation Funding Progress



12/1/2022

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	\$ 16,848,276	\$ 2,975,433
Land Sales-Nasa Property	\$ 815,000	\$ 815,000	\$ -				
Land Sales-Police Property	\$ 3,229,962	\$ 3,229,962	\$ -				
Land Sales-USPS Property	\$ 1,781,732	\$ 1,781,732	\$ -				
Debt	\$ 15,000,000	\$ 15,000,000	\$ -				
Reserves	\$ 1,144,272	\$ 20,620	\$ 1,123,652				
MAA Funds Drawn	\$ 35,596,997	\$ 34,473,345	\$ 1,123,652				
MAA Funds Used		\$ 34,473,345					
Increase Cash/Investments		\$ (0)					

**MELBOURNE ORLANDO INTERNATIONAL AIRPORT (MLB) MONTHLY ACTIVITY REPORT
OCTOBER 2022**

	2022	2021	MO CHANGE (%)	2022 YTD	2021 YTD	YTD CHANGE (%)
PASSENGERS						
Revenue PAX - Domestic						
Enplaned	17,591	15,063	16.8%	184,793	137,726	34.2%
Deplaned	17,845	15,755	13.3%	182,230	135,044	34.9%
Total Revenue PAX - Domestic	35,436	30,818	15.0%	367,023	272,770	34.6%
Revenue PAX - Int'l						
Enplaned	18,323	12	152591.7%	116,775	378	30792.9%
Deplaned	13,804	71	19342.3%	117,072	1,158	10009.8%
Total Revenue PAX - Int'l	32,127	83	38607.2%	233,847	1,536	15124.4%
Non-Revenue PAX						
Enplaned	853	604	41.2%	7,484	7,276	2.9%
Deplaned	893	564	58.3%	7,167	7,201	-0.5%
Total Non-Revenue PAX	1,746	1,168	49.5%	14,651	14,477	1.2%
Total PASSENGERS	69,309	32,069	116.1%	615,521	288,783	113.1%
AIRCRAFT OPERATIONS						
Air Carrier	598	438	36.5%	5,216	4,519	15.4%
Air Taxi	175	240	-27.1%	1,718	2,718	-36.8%
General Aviation - Itinerant	9,048	7,564	19.6%	72,830	68,961	5.6%
General Aviation - Local	5,470	5,685	-3.8%	44,384	43,837	1.2%
Military	56	57	-1.8%	736	719	2.4%
Total OPERATIONS	15,347	13,984	9.7%	124,884	120,754	3.4%

Melbourne Orlando International Airport Police Department
Monthly Activity Report
October

Police Activity/ TSA Required Checks	Oct. 2020	Oct. 2021	Oct. 2022
Response to Door & Gate Alarms	118	221	350
TSA Assists	1	2	6
Perimeter	149	129	105
Door inspections	6	12	8
SIDA & Secure Area Inspections	332	256	192
Gate Inspections	6	8	8
Customs Assists / Weapons Check	0	0	0
Security Violations	4	0	1
Assist to Other Agencies	33	27	34
Aircraft Alerts	3	2	1
Arrests	0	1	1
*Other Incident Reports/Patrols	644	639	*386
Traffic Details/ Parking Citations/Warnings	13	24	14
K9 training & patrols	1	0	0
Total	1,310	1,321	1,106
Administrative Action			
Security Badges Issued	147	139	209
Parking Permits Issued	2	7	17
Total	149	146	226



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



*Call reduction on exterior perimeter patrols due to increased flights and responsibilities in the terminal and immediate surrounding areas compared to 2020 and 2021.

Security Violations

1-Written violation issued for expired badge

MISC./ OTHER

MAPD participated in The National Coffee with a Cop event on the concourse.

(4) Medical assists in the month of October

(1) Arrest for Concealed Weapon at the checkpoint

(5) Prohibited items at the checkpoint, confiscated for destruction

(4) MPD Rapid id request

(6) Crash incidents occurred on /near the airport

- 10/28/22- Short term parking vehicle crash. Both parties declined medical, and a crash report was completed.
- 10/12/22-Nasa Blvd/ 1 Air Terminal Pkwy- a crash involving two vehicles. Both parties declined medical, and a crash report was completed
- 10/13/22- (short-term parking lot) crash involving vehicle vs pole, report completed.
- 10/18/22- 1 Air Terminal Pkwy –crash involving two vehicles. Both parties declined medical, and a driver's exchange was completed.
- 10/25/22- Eastern Florida Aviation parking lot reference a vehicle crash. A report was completed.
- 10/26/22 – (short term parking lot) crash vehicle vs pole, report completed.

10/1/22- MPD requested assistance in locating a subject that was missing, the subject was located at the airport by MAPD.

10/02/22- Battery to a Person -1 Air Terminal Pkwy (Commercial Lane) MAPD responded to the area in reference to a battery incident – The victim declined to pursue criminal charges. The subject involved was trespassed from the airport.

10/05/22- Disturbance in the car rental area. MAPD assisted the customer, and she left the area via rideshare without incident.



10/15/22- Aircraft alert - Runway 9R. The plane landed safely and exited the ramp without any issues.

10/16/22-Officer standby located at the Delta gate in reference to an intoxicated passenger who was denied boarding. The subject left via rideshare vehicle without any issues.

10/20/22- MAPD assisted MPD regarding to a subject running from Melbourne Reginal Hospital towards the west side of the perimeter. The subject was located in the woods near airport property.

10/20/22- 1 Air Terminal Pkwy (Commercial Lane). MAPD responded to the area in reference to a verbal argument between two commercial vehicle drivers. The incident was resolved, and the drivers went about their business.

10/30/22- Sears parking lot - a transient subject was found sleeping in the wooded area and a vehicle was also located occupied in the area. All subjects and the vehicle left the area without incident.



Melbourne Orlando International Airport Police Department
Monthly Activity Report
November

Police Activity/ TSA Required Checks	Nov. 2020	Nov. 2021	Nov. 2022
Response to Door & Gate Alarms	129	288	381
TSA Assists	0	4	2
Perimeter	131	136	120
Door inspections	5	11	8
SIDA & Secure Area Inspections	275	257	201
Gate Inspections	6	7	7
Customs Assists / Weapons Check	0	1	0
Security Violations	3	2	2
Assist to Other Agencies	17	21	17
Aircraft Alerts	1	4	0
Arrests	0	1	2
*Other Incident Reports	576	354	*409
Traffic Details/ Parking Citations/Warnings	7	29	17
K9 training & patrols	0	0	0
Total	1,150	1,115	1,166
Administrative Action			
Security Badges Issued	114	126	155
Parking Permits Issued	4	14	14
Total	118	140	169



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



*Call reduction on exterior perimeter patrols due to increased flights and responsibilities in the terminal and immediate surrounding areas compared to 2020 and 2021.

*During the month of November, MAPD had (4) new officers in training which affects the monthly activity information.

Security Violations

(3) Badged persons drove through the east eye without badging. Security violations issued.

Arrests

(1) Burglary, Resisting without violence, and Probation violation

(1) Concealed weapon at the checkpoint

MISC./ OTHER

The Melbourne Orlando International Airport was closed temporarily due to Hurricane Nicole.

(6) Medical Assist in the month of November

(2) Prohibited items at the checkpoint

(3) MPD Rapid id request

(2) Vehicle crash incidents at/near MLK & Nasa Blvd

(2) Traffic assists to MPD

11/02/2022 – MAPD assisted MPD with a crash located at Nasa/ Gateway. The incident was resolved, and the drivers left the area.

11/04/22 – Sheltair Aviation MLB– Security / Law Enforcement presence in reference VIP arrival and departure.

11/08/22 – As a result of increased vehicular traffic during Florida election polling hours, MAPD conducted directed patrols in Tropical haven.

11/12/22-Bond St-Indian Harbor Beach PD requested MAPD assistance locating a subject staying at this residence. MAPD located that subject and conducted a well-being check.

11/22/22 – BCSO requested MAPD assistance reference to a report of possible threats to Valkaria airport. BCSO investigated the incident, and the allegations were unfounded.

