



MELBOURNE AIRPORT AUTHORITY BOARD MEETING
AGENDA

July 24, 2024, at 8:30 AM

Melbourne Orlando International Airport Board Room

Pledge of Allegiance

Airport Announcements

Executive Director’s Recognition of Excellence Award

Action Items

Item A-1 Approval of the minutes for the June 26, 2024, Regularly Scheduled Board Meeting.

Item A-2 Recommendation for Approval of Resolution 4-24 to Amend Florida Department of Transportation (FDOT) Public Transportation Grant Agreement to Increase Funding by \$2,000,000 to Fund Certain Improvements for the Project Vista Infrastructure Project.

The Airport has an executed Florida Department of Transportation (FDOT) grant in place for \$6,600,000 to cover some of the site development costs of the Project Vista (Dassault Falcon Jet) Infrastructure Project. Costs escalated since the original grant award. Airport staff approached FDOT about obtaining additional funding and was awarded an additional \$2,000,000 to bring the total grant award up to \$8,600,000.

The grant is 100 percent funded by FDOT as it is deemed to be a strategic initiative by the state due to the job creation component of locating the facility in Melbourne. The amendment will fund part of the construction of the apron. Any project costs over the FDOT funding amount will be reimbursed by the tenant. The proposed funding is as follows:

FDOT	\$ 8,600,000
MAA	\$ 0
Total	\$ 8,600,000

Staff recommends approval of Resolution 5-24 to amend the Florida Department of Transportation Project Vista Infrastructure Project grant and authorization for the Chairman to execute said resolution on behalf of the Authority.

Item A-3 Recommendation to Approve Resolution 5-24 to Accept the Federal Aviation Administration (FAA) Airport Improvement Grant to Fund Certain Improvements for the In-Line Baggage System Project in the Amount of \$3,263,505.

This action item is to approve a grant from the Federal Aviation Administration (FAA) to fund a portion of the In-Line Baggage System project and is the first portion of FAA funding as the Airport will use multi-year Bipartisan Infrastructure Law Airport Infrastructure Grants (BIL-AIG) as part of the project funding plan. The annual amounts of BIL-AIG funds are determined in the same manner as entitlement grants where the amount of award is based on enplanement levels. The Airport plans to use BIL-AIG grants from FY 24-FY 26 to fund the In Line Baggage System

project. The next funding portion is expected summer 2025 based on the FAA's expected timeline. This grant represents a portion of the overall funding of the project, which is detailed below:

TSA	\$22,045,402
FAA	\$ 7,500,000
FDOT	\$ 3,965,282
MAA	<u>\$ 3,965,282</u>
Total	\$37,475,966

This budget for the In-Line Baggage System project is in the approval process phase as funding is being finalized.

Staff recommends approval of Resolution 4-24 to accept the Federal Aviation Administration grant to fund the In-Line Baggage System project and authorization for the Chairman to execute said resolution on behalf of the Authority.

Item A-4 Recommendation to Approve a Lease Agreement for Office Space at 1135 W. NASA Boulevard with C2C Development, LLC.

C2C Development, LLC currently leases 3,780 square feet of office space at 1135 W. NASA Boulevard. This Lease replaces and extends its existing Lease with updated terms and language to include an increase in rent based on a fair market value appraisal.

The salient points of this lease are as follows:

- **Term:** Base term of five (5) years with one five-year option.
- **Lease Rate:**
 - Base rent is \$13.00 per square foot per year, which is \$49,140.00 annually.
 - Common Area Maintenance (CAM) is \$3.50 per square foot per year which is \$13,230.00 annually.
- **Rent and CAM Adjustments:** CPI adjustments will occur on the extension of each option period with a minimum of 2 percent and a maximum of 7 percent per year
- **Taxes and Fees:** C2C Development, LLC is responsible for all taxes and fees associated with the lease.
- **Utilities:** All utility charges shall be charged to Tenant and paid by Tenant to the Airport as a pass-through charge.
- **Maintenance:** Airport is responsible for the replacement of the HVAC system or any HVAC units, if necessary. The Airport is also responsible for exterior maintenance, common area maintenance, and roof repairs or replacement.

The Lease will generate revenues of approximately \$311,850 over the original five-year term.

Staff recommends approval of the Lease Agreement with C2C Development, LLC and the authorization for the Executive Director to execute said lease on behalf of the Authority.

Item A-5 Recommendation to Approve Issuance of a Purchase Order to Global ARFF for refurbishment of Crash 3 Fire Truck

The Airport's Crash 3 Fire Truck needs major renovations to continue to perform and meet Federal Aviation Administration (FAA) inspection standards. To extend the useful life of this asset, a significant overhaul is required which includes the water tank frame, bumper materials, roofing, shocks, water pump, lighting, interior equipment, a roof turret upgrade, suspension, and the rear mounting cradle.

Siddons-Martin dba Global ARFF is a nationwide emergency vehicle provider and servicer who has performed work on other Airport emergency vehicles. Airport staff has analyzed the cost to refurbish compared to replace and has determined it is more cost effective to refurbish as a comparable used replacement vehicle would cost between

\$300,000 to \$375,000. Global ARFF is a contracted awardee of BuyBoard, aka the National Purchasing Cooperative for Governmental Entities, and holds competed rates on labor and equipment value to governmental entities nationwide. Global ARFF provided a quote for the full scope of equipment refurbishment as described above for \$221,136.51.

There is sufficient budget available for this equipment refurbishment in the current equipment budget.

Staff recommends approval of issuance of a Purchase Order to Global ARFF for the refurbishment of Crash 3 Fire Truck in an amount not-to-exceed \$221,136.51.

Item A-6 Recommendation to Approve a Change Order to Southern Fire Protection for Modifications to the Remaining Fire Sprinkler System within the Existing Terminal in the Amount of \$99,310.

Southern Fire Protection has been installing fire sprinklers in the existing terminal since the original Board approval in September 2022. Several areas are complete and inspected by the Fire Marshall. During one of the inspections, it was noted that no Fire Department Connection (FDC) was provided in the front of the terminal building allowing fire trucks unobstructed access to the sprinkler system.

Along with the added FDC, modifications to the fire sprinkler design were required to meet the requirements for fire sprinklers in the new In-Line Baggage System Facility. When the original fire sprinkler plans were permitted, the in-line facility had not been designed and straight runs of sprinkler heads were to be run from the mezzanine out through the back out house area of ticketing. With the in-line system design complete, the fire sprinkler drawings were revised, and modifications will be needed on the mezzanine to complete the sprinklers for the in-line baggage system facility.

CO	Description	Amount	Rev Contract \$	Remarks
	Contract Amount	\$ 88,450.00	\$ 88,450.00	Board Approved 9/28/22
CO-01	Remaining Fire System	\$ 956,590.00	\$ 1,045,040.00	Sprinkler System Only*
CO-02	FDC & In-Line	\$ 99,310.00	\$ 1,144,350.00	FDC & In-Line
	Current Change Order Sum	\$ 99,310.00		
	Total Contract Changes to Date		\$ 1,055,900.00	
*	This work does not include: ceilings, lights, mechanical, or plumbing			

There is sufficient budget in the approved project for this change order and it will be funded with existing 95 percent Federal Aviation Administration and 5 percent Florida Department of Transportation grants.

Staff recommends approval of a Change Order to Southern Fire Protection for modifications to the remaining Fire Sprinkler System within the existing terminal in the amount of \$99,310. and authorization for the Executive Director to execute said agreement on behalf of Authority.

Item A-7 Recommendation to Award a Purchase Order to W&J Construction Corporation under its Continuing Services Contract for a Monument Sign at 1135 W. NASA Boulevard in an Amount Not-To-Exceed \$80,200.

Renovations to the building at 1135 W. NASA Boulevard are nearing completion. The current and original sign for the building is small, in a bad location, in poor condition, and difficult to update. Tsark Architecture was contracted to create a new monument sign that will be illuminated and allow for tenant names to be added or removed.

W&J was selected for this work under its continuing services contract as it is currently performing work in this building and is familiar with this scope of the work. It will perform the removal of the existing sign and replace it with a new monument sign.

There is sufficient budget available in this project for this contract; funding will be from MAA funds.

Staff recommends approval of a Purchase Order to W&J Construction Corporation under its continuing services contract for a monument sign at 1135 W. NASA Boulevard in an amount not to exceed \$80,200.00 and authorization for the Executive Director to execute said purchase order on behalf of the Authority.

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/she 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 (321) 723-6227 at least 48 hours prior to the meeting.

MELBOURNE ORLANDO INTERNATIONAL AIRPORT

Income Statement

May 31, 2024

	Year To Date Actual		\$ change	% change
	5/31/2024	5/31/2023		
Operating Revenue				
Airline Landing Fees	448,349	383,263	65,085	17%
Airline Service Fees	1,903,836	1,668,099	235,737	14%
Land & Bldg Lease Rents	7,527,382	6,779,814	747,569	11%
Terminal Rents	186,488	187,598	(1,110)	-1%
Parking Lot Fees	1,462,336	1,373,134	89,203	6%
Car Rental Concessions	1,123,806	1,172,275	(48,469)	-4%
Restaurant Concessions	235,087	191,366	43,722	23%
Mobile Home Park Rent	1,358,569	1,362,819	(4,250)	0%
T-Hangar Rentals	57,962	59,267	(1,305)	-2%
Operating Grant Revenue	62,458	114,675	(52,217)	-46%
Other	502,682	398,606	104,076	26%
Total Operating Revenues	14,868,956	13,690,915	1,178,041	9%
Operating Expense:				
Personnel Services	3,912,394	3,689,094	223,300	6%
Contract Services	5,341,619	5,195,879	145,739	3%
Police & Fire Services	898,286	842,116	56,170	7%
Maintenance and Operations	3,791,305	3,693,921	97,384	3%
Other	108,243	163,176	(54,933)	-34%
Total Operating Expenses	14,051,846	13,584,186	467,660	3%
Operating Income (Loss)	817,110	106,729	710,382	
Non-Operating Revenue (Expense):				
Passenger Facility Charges	891,721	923,558	(31,837)	-3%
Customer Facility Charges	916,648	764,309	152,339	20%
CARES Grant Revenue	2,262,865	3,078,091	(815,226)	-26%
Gain (Loss) on Sale of Assets	4,692	28,473	(23,781)	-84%
Interest Income (Loss)	1,004,412	508,409	496,003	98%
Ad Valorem Tax Revenue	1,069,070	900,181	168,889	19%
Ad Valorem Tax Expense	(1,035,152)	(908,259)	(126,893)	14%
Interest Expense	(170,625)	(170,625)	-	0%
Total Non-Operating Revenue (Expense)	4,943,631	5,124,137	(180,506)	
Net Income (Loss) Before Depreciation*	5,760,741	5,230,865		

* Net Income before capital contributions, capital equipment, and transfers

MELBOURNE ORLANDO INTERNATIONAL AIRPORT
Statement of Revenues, Expenditures and Changes in Fund Net Assets
May 31, 2024

	YTD Actual	Annual Budget	% of Budget
Operating Revenues:			
Airline Landing Fees	448,349	548,700	82%
Airline Service Fees	1,903,836	2,580,095	74%
Land & Bldg Lease Rents	7,527,382	9,985,740	75%
Terminal Rents	186,488	253,683	74%
Parking Lot Fees	1,462,336	1,869,722	78%
Car Rental Concessions	1,123,806	1,712,402	66%
Restaurant Concessions	235,087	800,000	29%
Mobile Home Park Rent	1,358,569	2,884,990	47%
T-Hangar Rentals	57,962	-	#DIV/0!
Operating Grant Revenue	62,458	66,000	95%
Other	502,682	811,493	62%
Total Operating Revenues	14,868,956	21,512,825	69%
Operating Expense:			
Personnel Services	3,912,394	6,734,923	58%
Contract Services	5,341,619	9,183,957	58%
Police & Fire Services	898,286	1,375,676	65%
Maintenance and Operations	3,791,305	7,818,561	48%
Other	108,243	300,000	36%
Total Operating Expenses	14,051,846	25,413,117	55%
Operating Income (Loss)	817,110	(3,900,292)	
<u>Non-Operating Revenue (Expense):</u>			
Passenger Facility Charges	891,721	1,577,117	57%
Customer Facility Charges	916,648	1,325,101	69%
CARES Grant Revenue	2,262,865	2,262,865	100%
Gain (Loss) on Sale of Assets	4,692	2,328	202%
Interest Income (Loss)	1,004,412	796,201	126%
Ad Valorem Tax Revenue	1,069,070	2,042,116	52%
Ad Valorem Tax Expense	(1,035,152)	(2,092,604)	49%
Interest Expense	(170,625)	(312,500)	55%
Total Non-Operating Revenue (Expense)	4,943,631	5,600,624	
Net Income (Loss) before			
Depreciation, Transfers, and Capital Contributions	5,760,741	1,700,332	
Depreciation Expense	-	-	
Machinery and Equipment	(347,439)	(754,000)	46%
FAA Equipment Grant	-	-	#DIV/0!
Intra Transfer to Airport Capital	-	(2,154,365)	0%
Net Income (Loss) After Transfers	5,413,302	(1,208,033)	

Melbourne Orlando International Airport
Top 10 Operating Revenues
5/31/2024

Rank	Description	YTD FY 2024	FY 24 % of Total Rev	YTD FY 2023	FY 23 % of Total Rev	\$ Change	% Change
1	Airfield Facilities Rental	4,411,122	30%	3,824,460	28%	586,662	15% A
2	Commercial Business Center Rent	2,178,588	15%	2,211,887	16%	(33,299)	-2%
3	Parking Revenue	1,462,336	10%	1,373,134	10%	89,202	6% B
4	Tropical Haven Revenue	1,358,569	9%	1,362,819	10%	(4,250)	0%
5	Ground Handling Revenue	1,269,946	9%	1,103,886	8%	166,060	15% C
6	Car Rental Concession	1,123,806	8%	1,172,275	9%	(48,469)	-4% D
7	Terminal Rent-Airline	671,593	5%	601,104	4%	70,489	12% E
8	Hangar Rent	572,706	4%	555,327	4%	17,379	3%
9	Landing Fees	448,349	3%	383,263	3%	65,086	17% E
10	Terminal Concessions	235,087	2%	191,366	1%	43,721	23% F
Total Top 10 Operating Revenue		13,732,102	92%	12,779,521	93%	952,581	
Other Operating Revenue		1,136,854	8%	911,394	7%	225,460	25%
Total Operating Revenue		14,868,956	100%	13,690,915	100%	1,178,041	9%

A Increase is primarily the result of an option for property that was executed in Feb 2024 for airport property, the airport received almost \$600k for the option on undeveloped property-a new revenue source for FY 24.

B Parking is higher due to the impact of moving to a single tiered rate in all public parking lots in January 2023 (rate increased for all lots from \$13/day to \$14/day rather than having different maximum rates for long term and short term lots). Parking layovers (overnight parkers) were basically flat through the period reviewed.

C Revenue increase is due primarily to increase in activity levels coupled with a 5% rate adjustment that went into effect on 10/1/23 coupled with the fact that some airlines (Allegiant) are rolling off the incentive plan so they are paying airport fees.

D Revenue decline is due to a reduction in the price car rental companies charge (MLB receives 10% of the gross revenues). During the pandemic, there was a shortage of cars that resulted in the escalation of prices charged by the rental car companies. As the supply of vehicles available for rent increases, the average price charged to end users has declined so the applicable fees remitted to the airport have had a corresponding decrease.

E Revenue is higher due to increase in activity level, such as gate use fees, as there was no rate adjustment for terminal rent or landing fees. In addition, the incentive periods ended on for some airlines on certain routes in FY 24 so they are now paying airport fees.

F Increase is due to the maturation of the updated concession program, which offers a wider variety of options for passengers, which was rolled out in October 2022.

Melbourne Orlando International Airport
Top 10 Operating Expenses
5/31/2024

Rank	Description	YTD FY 2024	FY 24 % Operating Expense	YTD FY 2023	FY 23 % Operating Expense	\$ change	% change
1	Personnel	3,912,394	28%	3,689,094	27%	223,300	6%
2	Other Contract Services	3,799,343	27%	3,723,349	27%	75,994	2%
3	Fire Services	887,334	6%	821,743	6%	65,591	8%
4	Contractual Employee	803,522	6%	746,120	5%	57,402	8% A
5	Electric	546,693	4%	511,681	4%	35,012	7% B
6	Consulting Fees	385,460	3%	354,299	3%	31,161	9%
7	Risk Management	314,475	2%	306,241	2%	8,234	3%
8	Cable TV Expense	276,457	2%	252,090	2%	24,367	10%
9	Landscaping/Irrigation Expense	232,761	2%	190,888	1%	41,873	22% C
10	R&M-Building	214,663	2%	181,304	1%	33,359	18% D
Total Top 10 Operating Expense		11,373,102	81%	10,776,809	79%		
Other Operating Expense		2,678,744	19%	2,807,377	21%	(128,633)	-5%
Total Operating Expense		14,051,846	100%	13,584,186	100%	467,660	3%

A Increase is due to increased custodial and maintenance staffing expense. Management is working to reduce temp labor costs to bring costs in line with prior year.

B Increase is primarily due to rate increase implemented by the utility company (FPL).

C Increase is due to new property that is being maintained by an outside landscaping company. This landscaping was the result of the St. Michaels Place road extension, the property was previously undeveloped and was not mowed/maintained. The Airport also hired the landscaper to remove several trees near the terminal entry road.

D Expenses in this account vary, some of the major R&M building expenses this year include: Tropical Haven water leak repair (\$10,600); various electrical repairs (\$34,549); water leak cleanup tenant building (\$26,152); elevator repair (\$19,002); tenant loading dock repair (\$30,720); plumbing repairs (\$10,280);

Melbourne Orlando Int'l Airport
Cash Flow Projection
7/1/2024

	June-24	July-24	August-24	September-24	October-24	November-24	December-24	January-25	February-25	March-25	April-25	May-25
Beginning Cash/Investment Balance	\$ 33,472,981	\$ 34,830,312	\$ 35,039,966	\$ 35,047,169	\$ 32,528,560	\$ 32,803,519	\$ 28,245,126	\$ 26,634,159	\$ 28,890,620	\$ 29,421,040	\$ 30,972,349	\$ 29,902,396
Operating Revenue	1,722,929	1,722,929	1,722,929	1,722,929	1,948,019	1,948,019	1,948,019	2,853,114	1,948,019	1,948,019	1,948,019	1,948,019
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: Annual Land Option Revenue								212,355		578,148		
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	(20,000)	(92,051)										
Personnel	(555,098)	(555,098)	(555,098)	(555,098)	(555,098)	(555,098)	(559,687)	(559,687)	(559,687)	(559,687)	(559,687)	(559,687)
TUI Marketing Incentive Payment	(76,240)	(150,175)	(175,000)	(135,000)	(125,000)							
Debt Payment (Interest)						(128,700)						(128,700)
Maintenance and Operations Expense	(1,406,991)	(1,406,991)	(1,406,991)	(1,406,991)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)
Ad Valorem Tax Payment						(2,707,599)						
Net Increase (Decrease) in Cash Flow from Operations	(228,684)	(374,670)	(307,444)	(267,444)	34,714	(2,676,585)	155,125	1,272,575	155,125	733,273	155,125	26,425
Total Capital Outlay	(445,783)	(1,554,364)	(1,432,235)	(3,823,659)	(2,450,000)	(3,000,000)	(3,220,000)	(2,750,000)	(2,300,000)	(1,595,425)	(1,523,255)	(395,214)
Principal Payment-Outstanding Debt												(1,820,000)
Total Capital Grant Revenue	1,745,047	1,831,083	1,452,422	1,301,125	2,488,619	952,500	1,300,000	3,581,250	2,512,500	2,223,189	-	3,337,591
PFC Collections (Reimbursement of Eligible Costs)	155,825	167,158	160,015	147,466	106,583	87,587	81,358	80,685	86,056	100,581	157,620	151,736
CFC Collections	130,925	140,447	134,445	123,902	95,044	78,104	72,550	71,950	76,739	89,691	140,555	135,308
Net Increase (Decrease) in Cash From Capital and D	1,586,014	584,324	314,647	(2,251,166)	240,245	(1,881,808)	(1,766,092)	983,885	375,295	818,036	(1,225,079)	1,409,422
Beginning Cash/Investments	33,472,981	34,830,312	35,039,966	35,047,169	32,528,560	32,803,519	28,245,126	26,634,159	28,890,620	29,421,040	30,972,349	29,902,396
Ending Cash/Investments	34,830,312	35,039,966	35,047,169	32,528,560	32,803,519	28,245,126	26,634,159	28,890,620	29,421,040	30,972,349	29,902,396	31,338,243

Melbourne Orlando Int'l Airport
Cash Flow Projection - Capital Exp and Grant Revenue
7/1/2024

Capital Project Expenditures	Proj #	Total Cost	Prior Expend	June-24	July-24	August-24	September-24	October-24	November-24	December-24	January-25	February-25	March-25	April-25	May-25
Term Upgrade-Restrooms Gate Belt etc	Various	5,263,158	(1,068,538)	(2,888)	(250,000)	(350,000)	(500,000)	(600,000)	(600,000)	(750,000)	(400,000)	(400,000)	(341,732)		
Term Upgrade-Fire Sprinkler/Plumbing	50023	5,959,412	(596,157)	-	(200,000)	(200,000)	(250,000)	(500,000)	(750,000)	(750,000)	(750,000)	(600,000)	(500,000)	(863,255)	
Terminal Exp-Public Space (Haskell)	50519	52,264,894	(50,130,130)	(173,326)			(1,961,437)								
In Line Baggage System-Design	50121	1,024,944	(1,024,918)	-	-										
Northside Expansion	54120	11,948,523													
Northside Exp-T/W M Ext	54320	3,930,000	(744,604)	(31,703)	(350,000)	(350,000)	(350,000)	(350,000)	(400,000)	(400,000)	(350,000)	(350,000)	(253,693)		
Project Vista Site Improvements	50323	6,600,000	(1,704,786)	-	(250,000)	(350,000)	(400,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(395,214)
Taxiway A Rehab	50524	28,937,300	(814,509)	(237,866)	(250,000)	(139,235)									
ATCT Roof/Bldg Imp/Remodel	50924/51024/51124	418,105	(278,326)	-	(139,779)										
Equipment Purchases		754,000	(347,439)	-	(114,585)	(43,000)	(262,222)			(70,000)		(300,000)		(160,000)	
T-Hangars Phase 1	50223	3,000,000					(100,000)	(500,000)	(750,000)	(750,000)	(750,000)	(150,000)			
Total Capital Outlay				(445,783)	(1,554,364)	(1,432,235)	(3,823,659)	(2,450,000)	(3,000,000)	(3,220,000)	(2,750,000)	(2,300,000)	(1,595,425)	(1,523,255)	(395,214)
Grant Revenue															
FDOT DRA-Ramp Reimb (\$5,902,919)			4,415,100		1,071,700			416,119							
FAA Grant 59 Restrooms/Gate/Belt/etc	Multi	5,000,000		986,041		601,814		1,045,000			1,662,500		704,645		
FDOT Restrooms/Gate/Belt/Flooring/etc	Multi	131,000		25,948		15,838		27,500			43,750		18,543		
FAA-Fire Sprinklers-Grnt 60	50023	5,363,470	180,000			554,541			855,000			2,025,000			1,748,929
FDOT Fire Sprinklers	50023	297,971	10,000			39,308			47,500			112,500			88,663
TSA OTA-In Line Baggage Sys Design		711,496	640,316			71,146									
NORTHSIDE EXPANSION GRANTS															
FDOT (T/W M Realignment/Ext)	54320	6,815,402	102,801		286,377		737,129			1,050,000			1,500,000		
<i>FDEO (Inf Dev & T/W C)</i>	<i>54420/50623</i>	<i>3,922,132</i>	<i>3,331,746</i>		<i>432,281</i>										
FDOT-Project Vista Grant	50323	6,600,000	1,535,011			169,775		1,000,000			1,500,000				1,500,000
FDOT FY 23 T Hangar Grant	50223	1,500,000							50,000	250,000	375,000	375,000			
FAA Taxiway A Rehab	50524	1,267,370	-	733,058			534,312								
FDOT Taxiway A Rehab	50524	70,410	-		40,725		29,684								
Total Grant Revenue				1,745,047	1,831,083	1,452,422	1,301,125	2,488,619	952,500	1,300,000	3,581,250	2,512,500	2,223,189	-	3,337,591

**MELBOURNE ORLANDO INTERNATIONAL AIRPORT (MLB) MONTHLY ACTIVITY REPORT
JUNE 2024**

	2024	2023	MO CHANGE (%)	2024 YTD	2023 YTD	YTD CHANGE (%)
PASSENGERS						
Revenue PAX - Domestic						
Enplaned	21,004	19,882	5.6%	138,238	130,047	6.3%
Deplaned	21,198	20,516	3.3%	136,718	127,296	7.4%
Total Revenue PAX - Domestic	42,202	40,398	4.5%	274,956	257,343	6.8%
Revenue PAX - Int'l						
Enplaned	12,122	16,798	-27.8%	28,571	37,118	-23.0%
Deplaned	11,847	16,191	-26.8%	34,963	43,796	-20.2%
Total Revenue PAX - Int'l	23,969	32,989	-27.3%	63,534	80,914	-21.5%
Non-Revenue PAX						
Enplaned	609	614	-0.8%	3,976	4,675	-15.0%
Deplaned	625	691	-9.6%	4,051	4,731	-14.4%
Total Non-Revenue PAX	1,234	1,305	-5.4%	8,027	9,406	-14.7%
Total PASSENGERS	67,405	74,692	-9.8%	346,517	347,663	-0.3%
AIRCRAFT OPERATIONS						
Air Carrier	585	539	8.5%	3,326	3,203	3.8%
Air Taxi	134	166	-19.3%	944	973	-3.0%
General Aviation - Itinerant	8,838	9,173	-3.7%	61,301	55,656	10.1%
General Aviation - Local	1,727	3,872	-55.4%	12,739	28,841	-55.8%
Military	95	40	137.5%	523	387	35.1%
Total OPERATIONS	11,379	13,790	-17.5%	78,833	89,060	-11.5%

RESOLUTION NO. 4-24

A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY, BREVARD COUNTY, FLORIDA, AMENDING A "PUBLIC TRANSPORTATION GRANT AGREEMENT" FOR THE PROJECT VISTA INFRASTRUCTURE IMPROVEMENT PROJECT WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) PROVIDING FOR THE FINANCIAL PARTICIPATION BY FDOT IN CERTAIN AIRPORT IMPROVEMENT PROJECTS AT THE MELBOURNE ORLANDO INTERNATIONAL AIRPORT

WHEREAS, the City of Melbourne Airport Authority has requested financial participation by the State of Florida Department of Transportation in certain Airport improvement projects, and

WHEREAS, the State Department of Transportation had previously approved a grant in the amount of \$6,600,000, has approved the request for financial assistance and agrees to increase the maximum participation in the amount of \$2,000,000 for a total grant amount of \$8,600,000 to fund certain improvements upon the terms and conditions stated in said agreement.

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

SECTION 1. That the City of Melbourne Airport Authority, Brevard County, Florida, agrees to enter into a "Public Transportation Grant Agreement" with the State of Florida Department of Transportation providing for assistance by the State in the form of a Grant Amendment in the amount of \$2,000,000.00 upon the terms and conditions stated in said agreement.

SECTION 2. That Melbourne Airport Authority Chairman is hereby authorized to execute on behalf of the City of Melbourne Airport Authority, and the Executive Director, is hereby authorized and directed to impress the official seal of the City of Melbourne Airport Authority, Brevard County, Florida, and attest said execution.

SECTION 3. That the City of Melbourne Airport Authority, Brevard County, Florida, expresses its sincere appreciation to the State Department of Transportation for the above grant and pledges its continued support and cooperation in the improvement and development of the Melbourne Orlando International Airport as a vital link in the State's Transportation System.

SECTION 4. This Resolution was duly passed at a regular meeting of the Melbourne Airport Authority, Brevard County, Florida, on the 24th Day of July 2024.

BY: _____
William C. Potter, Chairman
Melbourne Airport Authority

ATTEST:

Greg Donovan, A.A.E.
Executive Director

RESOLUTION NO. 5-24

A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY, BREVARD COUNTY, FLORIDA, ENTERING INTO AN "AIRPORT IMPROVEMENT PROGRAM" GRANT WITH THE FEDERAL AVIATION ADMINISTRATION (FAA) PROVIDING FOR THE FINANCIAL PARTICIPATION BY THE FAA IN REIMBURSEMENT FOR THE IN-LINE BAGGAGE SYSTEM PROJECT AT THE MELBOURNE ORLANDO INTERNATIONAL AIRPORT.

WHEREAS, the City of Melbourne Airport Authority has requested financial participation by the Federal Aviation Administration in the construction of an in-line baggage system, and

WHEREAS, the Federal Aviation Administration has approved the application request for financial assistance (Airport Infrastructure Grant funds) and agrees to a maximum participation in the amount not to exceed \$3,263,505.00 upon the terms and conditions stated in said agreement.

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

SECTION 1. That the City of Melbourne Airport Authority, Brevard County, Florida, agrees to enter into an "Airport Improvement Program Grant" with the Federal Aviation Administration providing for assistance by the FAA in the form of a Grant in the amount not to exceed \$3,263,505.00 upon the terms and conditions stated in said agreement

SECTION 2. That the Melbourne Airport Authority Chairman, is hereby authorized to execute on behalf of the City of Melbourne Airport Authority, and the 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 24th Day of July 2024.

BY: _____
William C. Potter, Chairman
Melbourne Airport Authority

ATTEST:

Greg Donovan, A.A.E.
Executive Director



MELBOURNE AIRPORT AUTHORITY BOARD

Minutes June 26, 2024

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, Councilmember
- Mr. Brent Peoples, Member
- Mr. Scott Mikuen, Member
- Mr. Michael Fischer, Member
- Mr. Adam Bird, Attorney
- Mr. Greg Donovan, A.A.E., Executive Director
- Mr. Mark Busalacchi, Director of Business Development
- Ms. Melissa Naughton, C.M., ACE, Assistant Director of Business Development
- Mr. Mike O'Dell, C.P.A., Director of Finance and Administration
- Mr. Cliff Graham, C.M., Director of Operations and Maintenance
- Mr. David Perley, A.I.C., Director of Capital Improvements
- Ms. Renee Purden, Chief of Police/Director of Public Safety

Pledge of Allegiance

Airport Announcements by Executive Director Greg Donovan

MAPD Swearing-In and Promotion Ceremony. Congratulations to Captain Linda Moros, Sergeant Austin Moyer, Officer Sherif Brown, Officer Aaron Guard, Officer Austin Smith, Officer Kaleb Martin, and Officer Kameron Knifely.

Congratulations to Officer Austin Moyer who was promoted to Sergeant.

Welcome to Captain Linda Moros, MAPD, and Ingrid Rivera, Tropical Haven Manager. Mr. Donovan thanked Robin Rice for the work done at Tropical Haven and wishes her the best in her retirement.

MLB sponsored the Economic Development Commission May Board Meeting featuring Dassault Falcon Jet Corporation.

MLB held a meeting with American Airlines.

MLB introducing new security screening procedures for MAA Board Meetings.

Executive Director's Recognition of Excellence Award

Congratulations to Stephanie Betts, C.M., ACE, Assistant Director of Operations and Maintenance, on receiving this month's award.

Presentation

David Dague with Arthur D. Little Company gave a presentation on Air Service Development and Economic Impact Study on New and Expanded Non-stop Air Service.

Action Items

Item A-1 Approval of the minutes for the May 22, 2024, Regularly Scheduled Board Meeting.

Approval of the May 22, 2024, board meeting minutes. A motion was made by Mr. LaRusso for approval of the minutes, seconded by Mr. Thomas. Motion passed unanimously.

Item A-2 Recommendation to Approve Resolution 3-24 Approving the Fiscal Year 2025 (October 1, 2024 – September 30, 2025) Airport Operating and Capital Budget in the Amount of \$43,384,849.

Mr. Donovan explained staff had presented the proposed budget and distributed the budget book to each board member in May and has interacted with several board members regarding the budget proposal. Mr. O'Dell gave a quick summary on the budget request for fiscal year 2025.

Mr. Mikuen stated when Tropical Haven is finalized, he recalls that the board agreed that the funds from the sale of Tropical Haven are to be used for revenue generating projects, which would not include the Operations facility. Mr. Donovan stated the restrictions of the Tropical Haven funds are internal, and those funds will be used as directed by the Board. Staff has been in contact with the FAA officials on the pending sale of Tropical Haven and staff is confident this will be approved. Mr. Donovan stated the airport will continue to seek funding opportunities for the Operations facility.

Mr. Potter stated he met with Mr. O'Dell to discuss the budget and expressed it's a good budget, but the real key is the sale of Tropical Haven and asked staff to continue to monitor this situation closely. Mr. Donovan stated he will inform the board with any changes.

A motion was made by Mayor Alfrey to approve Resolution 3-24 Approving the Fiscal Year 2025 (October 1, 2024 – September 30, 2025) Airport Operating and Capital Budget in the amount of \$43,384,849, seconded by Mr. Thomas. Motion passed unanimously.

Item A-3 Recommendation to Approve Award of a Contract to Rolle, IT for Airport Managed Information Technology (IT) Services.

Mr. Donovan explained the contract for the airport's IT Services with Artemis is set to expire and staff issued a Request for Proposal (RFP) for IT services. A total of ten (10) companies submitted proposals and the proposals were evaluated by a selection committee for various categories. The selection committee scored the proposals and selected the top four (4) ranked proposers to return for presentations for question-and-answer sessions. The selection committee recommends awarding a contract to Rolle, IT for annual cost of \$250,000, with a base term of two (2) years, with two (2), two-year renewal options.

Mr. Fischer asked if the airport is requesting pricing on the new baggage system, which is going to require high security and inquired if the IT services will cover the new baggage belt. Mr. Donovan stated these new baggage systems are independent and not part of a network system. Support to the baggage system is included in the IT Services contract to Rolle, IT.

Mr. LaRusso congratulated airport staff for their hard work on the RFP process and is very pleased the award is to a local business.

Mr. Mikuen stated there are service levels that this company will have to meet and inquired if the Airport is not satisfied, are there appropriate termination provisions. Mr. Donovan stated yes.

Mr. Peoples inquired about the transition process between both companies lead times and equipment. Mr. Donovan stated all the equipment is owned by the Airport. Mr. Graham stated there will be about a six-week transition and a meeting is set for this week with both firms to discuss the new role and changes.

Mr. Potter stated the agenda states there are two (2), two-year renewal options and inquired what is the option price. Mr. O'Dell stated this is something the Airport will negotiate and come to an agreement on a price if the option is exercised.

A motion was made by Mr. Thomas to approve the award of a Contract to Rolle, IT for Airport Managed Information Technology (IT) Services, seconded by Mr. LaRusso. Motion passed unanimously.

Item A-4 Recommendation to Authorize Staff to Select and Purchase a Dump Truck in an Amount Not-To-Exceed \$125,000.

Mr. Donovan explained the purchase of a dump truck is usually purchased through a state contract process. During the past year, staff has reviewed quotes for equipment from various vehicle sources. Due to the current vehicle market and supply demand, the airport has been unable to find an available dump truck on state contract and additional sources are unable to hold inventory up to a month for Board approval. When there is a vehicle available, it is generally sold before the staff is able to obtain board approval. Staff issued an invitation to bid for a dump truck and no bids were received. Because of limited supply and the fact that inventory is sold quickly, staff is requesting authorization to select and purchase a dump truck that meets the requirements and negotiate with the vendor with an amount not-to-exceed \$125,000.

A motion was made by Mr. Alfrey to authorize staff to select and Purchase a Dump Truck in an amount not-to-exceed \$125,000, seconded by Mr. Peoples. Motion passed unanimously.

Item A-5 Recommendation to Increase a Purchase Order to Allen Enterprises to \$60,000.

Mr. Donovan explained the Airport has an agreement with Allen Enterprises who provides all ADB Safegate equipment for the southeast United States and staff uses on the airfield. These components are used in runway lights, signage and other navigational elements out on an airfield. Most of these items are worn out or have been replaced. The current purchase order is at \$50,000 and staff is requesting approval of an increase to \$60,000 for remaining repairs for this fiscal year 2024.

A motion was made by Mr. Peoples to approve an increase of a Purchase Order to Allen Enterprises to \$60,000, seconded by Mr. LaRusso. Motion passed unanimously.

Item A-6 Recommendation to Approve Award of Lawn Services Maintenance Bid to Yardnique, Inc. and Cajun Communications dba Bob's Complete Landscaping and Maintenance in an Annual Amount of \$121,127.

Mr. Donovan explained staff recently issued an Invitation to Bid for lawn services to maintain six parcels of airport property. Ten (10) bidders responded to the solicitation. The identified low bidders were Yardnique, Inc. for four of the parcels for \$67,187 annually and Cajun Communications dba Bob's Complete Landscaping and Maintenance for two parcels for \$53,940 annually. Both contracts will begin in the new fiscal year October 1, 2024.

A motion was made by Mr. Alfrey to award Lawn Services Maintenance Bids to Yardnique, Inc. and Cajun Communications dba Bob's Complete Landscaping and Maintenance in an annual amount of \$121,217, seconded by Mr. Peoples. Motion passed unanimously.

Item A-7 Recommendation to Approve a Signatory Airline Use and Lease Agreement with Allegiant Air, LLC.

Mr. Donovan explained Allegiant Air is one the airport's highly regarded airlines and currently flies to Pittsburgh and Allentown. Allegiant Air has requested to enter into a signatory airline use and lease agreement for five (5) years with the Airport. The term of the agreement is July 1, 2024, through June 30, 2029.

Mr. Peoples inquired if the airport would ask the Brevard County Tourist Development Council (TDC) to help with marketing for a new airline route. Mr. Donovan stated the airport works hand in hand with the TDC who generally offers some type of marketing incentive.

A motion was made by Mr. Thomas to approve a Signatory Airline Use and Lease Agreement with Allegiant Air, LLC., seconded by Mr. Alfrey. Motion passed unanimously.

Item A-8 Recommendation to Approve an Aeronautical Ground Lease with Sabal Aviation, Inc.

Mr. Donovan explained Sabal Aviation, Inc. has approached the airport regarding leasing 1.441 acres and constructing 10 new condominium hangers on the southside of the airport. The term will be for 31 years including the construction period with two (2), five-year options. The base rent will be \$2,196.95 per month based on the appraisal of the site location. CPI adjustments will occur every five (5) years with a minimum of 2 percent and a maximum of 7 percent per year, except on the 20th anniversary of the rent commencement date, which will require a fair market value adjustment based on an appraisal.

Mr. Mikuen asked if there would be a need for any additional infrastructure for this project. Mr. Donovan stated no infrastructure is needed.

A motion was made by Mr. Mikuen to approve an Aeronautical Ground Lease with Sabal Aviation, Inc., seconded by Mr. Fischer. Motion passed unanimously.

Item A-9 Recommendation to approve a Contract for the Main Terminal Roof Replacement Project to the Lowest Responsive Qualified Bidder, Roof Control Services, LLC, in the Amount of \$1,169,110.49.

Mr. Donovan explained the airport has been working on the replacement of the existing terminal roof. Portions of the roof in the main terminal were replaced in 2004 after damage from the three hurricanes that passed through that year. Staff issued an invitation to bid for roof replacement, and 15 bids were received. The identified low bidder is Roof Control Services, LLC in an amount of \$1,169,110.49.

Mr. Fischer stated in his experience, it's never been a good idea to roof over another roof. Mr. Alfrey stated it will probably be a TPO design and that is actually a standard practice currently, which gives you a better roof and the results are very good.

A motion was made by Mr. Alfrey to approve a contract for the Main Terminal Roof Replacement Project to the lowest responsive qualified bidder, Roof Control Services, LLC in the amount of \$1,169,110.49, seconded by Mr. Fischer. Motion passed unanimously.

Item A-10 Recommendation to Approve a Change Order to the Original Purchase Order with BRPH, Inc. under its Continuing Services Contract for Construction Administration Services for the Re-roofing of the Existing Terminal in an Amount Not-To-Exceed \$85,264.

Mr. Donovan explained BRPH, Inc. has a continuing services contract with the airport, and has provided the design services for the roof replacement on the existing terminal and will begin the next scope of its work for construction administration (CA) services.

Mr. Potter asked if Roof Wise is a subsidiary of BRPH. Mr. Perley stated they are a separate independent consulting firm.

A motion was made by Mr. Alfrey to approve a change order to the original Purchase Order with BRPH, Inc. under its Continuing Services Contract for Construction Administration Services for the Re-roofing of the Existing Terminal in amount not-to-exceed \$85,264, seconded by Mr. Thomas. Motion passed unanimously.

Item A-11 Recommendation to Approve a Change Order to KCF Site Development, LLC for Portions of Schedule Work for the Project Vista (Dassault Falcon Jet) Site Infrastructure Improvements Project in the Amount of \$500,944.

Mr. Donovan explained at the previous May board meeting, KCF Site Development was awarded to perform the site infrastructure improvements for Project Vista, which included bid schedules B, C, and D. There are certain portions in bid schedule A that need to be completed in order to keep the project on schedule and not cause any delays. This change order is fully funded by a state grant with no local match.

Mr. Peoples asked is the project on schedule and what is the anticipated completion date. Mr. Donovan stated the project is on schedule. Mr. Perley state the completion date is scheduled for July or August of 2025.

A motion was made by Mr. Peoples to approve a Change Order to KCF Site Development, LLC for portions of Schedule A work for the Project Vista (Dassault Falcon Jet) Site Infrastructure Improvements Project in the amount of \$500,944, seconded by Mr. Thomas. Motion passed unanimously.

Information Items

Item I-1 Financial Update

Mr. O'Dell presented the financial report through April 30, 2024.

Item I-2 Operations Update

Mr. Graham discussed the results of the TUI customer service scores. TUI leadership puts great emphasis on the scores and it's one of the crucial ways it measures the airports in its system. This survey is given to each of the passengers to score in four (4) areas: Airport experience, Check-in experience, Boarding experience, and Cabin conditions. These scores are derived directly from the passengers throughout Tui's 84 world-wide destination airports.

MLB scored very high in three areas and just above target on cabin condition. Cabin condition becomes a little difficult for us particularly with the families with young children demographics that our airport sees. This aircraft is in the air for nine hours, with lots of passengers, including children and the plane comes into MLB pretty dirty. If you have two flights that arrive close to one another, it becomes a challenge to have both planes cleaned, but staff continues to do a great job.

On airport experience, MLB ranked 3rd world-wide, and I attribute this to MLB's terminal expansion and renovation project. The second area is the check-in experience and MLB scored ranked 6th world-wide, this is attributed to the great first impression and customer service that the passengers receive by Menzies, the airport ambassadors and TUI Musement overall doing a great job.

The third area is the boarding experience and MLB ranked 3rd world-wide and I attribute our success to our new terminal expansion which allows us to do dual boarding which speeds up the boarding process, and the other item is a connection between the departure lounge and the new boarding bridges and there is a connection point

between the two called a fixed bridge which was designed to be wider, and includes windows, which has added to the passenger experience, and is similar to our new security checkpoint with higher ceilings and windows that bring in light. These scores are very good, and the airport is ahead of where we were in May of last year and it's all due to the hard work and efforts of each team working together to get the job done.

Item I-3 Construction Projects Update

In-Line Baggage System

TSA has completed its 100% review with comments. The designers have responded and resubmitted the package for review. In discussions with TSA, it appears that all comments have been accepted and a final acceptance is expected the second week of July. Once TSA approval is given, a follow-up with the Construction Manager at Risk will be conducted for any last-minute cost adjustments. Additional questions for the Construction Manager at Risk to answer before the committee makes their final recommendation are being held until TSA's approval. The committee selection should follow and will be brought to the July Board Meeting for approval. Notice to proceed should be issued in August and start with the relocation of bag screening and ticketing offices to temporary facilities east of the current ticketing area. Due to the long lead of the new TSA scanners, they have already been released by TSA and are expected to be delivered in late February. With the cross-belt system design, the overall construction schedule is expected to be complete in March of 2026. This will be the second cross-belt system installed in this country and the first for use by TSA.

Terminal Fire Sprinklers

Fire alarm and fire sprinkler work continues in the existing terminal. Current sprinkler work in the administrative office area is complete and has been pressure tested. Tie-in of the system to the administration areas will require some additional work and is expected to be operational by the end of July. Fire sprinkler work is now beginning in the Police Department and TSA office area and should be completed by the end of July with Fire Marshall acceptance in August. Next phase of work to begin in the car rental area. As each of the sprinkler areas are completed, the fire alarm contractor is making connections to the new fire alarm system. It is expected that the old fire alarm system will be able to be removed in its entirety by September.

Existing Terminal Re-roofing

Bids were received on June 11, 2024. Of the 22 firms that requested plans, 15 of those firms submitted a bid. A review of the low bidder found them to be responsive and qualified. With approval at the June Board Meeting, a Notice to Proceed will be issued in the first part of July. Project should complete by November 2024.

Domestic Bag Belt Replacement

Fabrication of the new domestic bag belt continues with parts starting to be delivered on site and all parts are expected on site by the end of August. Replacement of the domestic bag belt will not begin until the current TUI season ends which is expected to be at the end of November. It is anticipated that the replacement of the domestic bag belt will take four weeks.

Federal Inspection Station Escalator Replacement

Fabrication of the new replacement escalator in the Custom's area continues. Delivery of the new escalator is expected in January 2025. Due to the plant shutting down for the last two weeks of the year, we are not expected to get the escalator any earlier. Demolition of the existing escalator will begin after the last seasonal flight from TUI in preparation for the delivery and installation of the new one. Replacement of the escalator is expected to be completed by the end of February 2025.

Terminal Renovation and Expansion

The work on the replacement of the freight lift in the back-of-house area of the concession space in the new concourse has come to a halt. No word from the contractor on why, but we have been told by other sources that there is a dispute with the electrical subcontractor. No update from the Terminal Contractor on their assessment of

the skylight in the atrium or the corrective measures to be performed. A review of the skylight was last performed by the contractor at the beginning of May.

Project Vista – Dassault Falcon Jet Site Work

Portions of the work were awarded at the May Board meeting. Shop drawings are currently underway for the utilities portion. Waiting on the County and the City for a pre-construction meeting. Additional grant money has been added to the project from FDOT and a revised bid for the common use apron work is expected to start shortly. Project completion is expected in July 2025.

Taxiway A Rehabilitation

Bids for the first phase of work on the taxiway have been received. Of the six firms who attended the pre-bid, only two firms submitted bids. Bids came in higher than expected. The formal grant application, with the bids, has been submitted to the FAA for discretionary funding. Award of the bid to the lowest responsive qualified contractor by the Board will not occur until discretionary funding is available. Phase 2 of the taxiway rehabilitation is expected to bid next year with FAA funding coming from discretionary funding for FY 2026.

Taxiway M Phase 1 (Realignment) and Phase 2 (Extension)

Work continues on the Taxiway M Phase 1 realignment. Base rock is complete and ready for asphalt. Taxiway lighting work and new taxiway signs are currently being installed. Phase 2 began with the clearing of the storm water ditches. Paving for the first phase is expected to start the week after the holiday. With 30-day cure for asphalt before striping, Phase 1 offset should be complete and operational the first part of August. Demolition of the existing taxiway to begin after striping with most of the material being used for the Phase 2 extension. The Phase 2 work is expected to be complete in September.

Item I-4 Business Development and Marketing Update

Mr. Busalacchi presented a new tenant spotlight feature the airport is doing on social media. Many people in this community do not realize all the companies that are located at our airport and what these companies do. Our first tenant spotlight is Operator Solutions, who are based at the Aerospace Center and this company does recovery missions for NASA and all of the launches that take place in our county.

Sheltair project for the new T-hangars is underway. There is equipment that will be delivered this week, and the land has been graded. The project is expected to be complete within the next 12 to 18 months.

The airport has added new sand sculptures in the terminal, receiving a lot of attention from our passengers.

The airport has a cross-promotional program with the Daytona International Speedway for the 2024 Coke Zero Sugar 400. A race car displayed is located in the atrium with floor and wall graphics by the TSA exit area of the terminal.

A moment of silence was observed in memorial for a former employee, Keely Leggett.

Adjournment

This meeting was adjourned by Chairman Willam Potter at 10:16 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