



MELBOURNE AIRPORT AUTHORITY BOARD MEETING
AGENDA

March 26, 2025, 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 February 26, 2025, Regularly Scheduled Board Meeting.

Item A-2 Recommendation to Approve Resolution 2-25 Authorizing the Amendment of an existing Passenger Facility Charge (PFC) Application and the Submittal of a new PFC Application to the Federal Aviation Administration (FAA) and Acceptance of the FAA Decision of Record, which authorizes the Authority to Impose and Use PFC revenues as Approved by the FAA.

The Airport is preparing an amendment to existing Passenger Facility Charge (PFC) Application 8 as well as preparing a PFC Application 9, a new PFC application. The PFC is a funding source available for commercial service airports, approved by the Federal Aviation Administration (FAA), and currently charged to passengers at a rate of \$4.50 per enplanement for the first two segments of a trip. The airlines collect the amount at the time of the passenger purchases a ticket and remit \$4.39 to each applicable airport the following month. Eleven cents is retained by the airlines for administrative costs.

The amendment of Application 8 will result in a \$2,112,615 decrease of the approved collection amount. The final costs of the projects varied from the original approval amounts and some projects that have been modified and are included in the new PFC application.

The PFC 9 application includes six projects in the amount of \$30,944,791, some of which are already completed, and the Airport will be reimbursing itself for prior costs. The estimated PFC collections for PFC 9 are expected to remain in place through November 1, 2045. The PFC collections will reimburse the Authority for the eligible portion of the Airport's share of funding on the following projects:

- Terminal Expansion-Public Space (\$24,500,000 including \$1,000,000 interest on debt)
- Passenger Boarding Bridges (\$379,777)
- Terminal Expansion-International PBB/Gate 9 (\$432,412)
- ARFF Truck (\$69,955)
- In Line Baggage System (\$4,000,000)
- Taxiway A Rehab (\$1,562,647)

Staff recommends the approval of Resolution 2-25 and authorization for the Executive Director to execute the documents necessary to amend PFC Application 8 and to execute PFC Application 9 on behalf of the Authority.

Item A-3 Recommendation to Approve a Change Order to Global ARFF for refurbishment of Unit 3 ARFF Truck in the Amount of \$72,692.26.

In July 2024, the Melbourne Airport Authority Board approved a Purchase Order for the refurbishment needed to upgrade the Unit 3 Aircraft Rescue and Fire Fighting (ARFF) truck. To maximize the useful life of this truck in compliance with Federal Aviation Administration (FAA) requirements, a significant overhaul was initiated to replace the water tank frame, bumper materials, roofing, shocks, water pump, lighting, interior equipment, suspension, and read mounting cradle. Siddons-Martin dba Global ARFF was selected through cooperative contract pricing via the National Purchasing Cooperative for Governmental Entities with competed rates on labor and equipment. The total amount of this estimate was \$221,136.51.

Since this time, the unit has been undergoing refurbishment and repairs at the vendor’s facility on-site in Texas. During this time, Global ARFF has identified and shared several other repairs to this vehicle that would be prudent in addressing during this time. These include axle replacements, seal replacements, rear assemblies, ball joint boots, steering shaft repairs, and control arms. MLB staff has traveled to the vendor’s location in Texas to inspect the unit recently, and maintenance staff concurs these repairs are necessary. This represents efficiency in labor and transport saving while on site.

The additional change order for repairs totals \$72,692.26, concurrent with existing cooperative labor and material markup pricing. The total of the original repair estimate plus this change order is \$293,828.77. Sufficient budget exists in this current FY for this expense in equipment allocations.

Staff recommends approval of a change order to Global ARFF for additional repairs to Unit 3 ARFF truck in the amount of \$72,692.26 and authorization for the Executive Director to execute said change order on behalf of the Authority.

Item A-4 Recommendation to Approve Award of Security and Electrical Gate and TSA Camera Projects to Atlantis Electrical Systems (AES), in the Amount of \$179,242.44.

The terminal security systems are due for upgrades and equipment modernizations, which include replacement of perimeter gate access locations, and installation of Transportation Security Administration (TSA Checkpoint cameras). These are necessary for gate access control security and improved coverage in the TSA checkpoint area by video recording. These projects were competed by Staff via Invitation to Bid. A site visit was held, with nine vendors attending. Three bidders submitted responses to the ITB, with results as follows:

Bidder	City, State	Perimeter Gate Repairs: Material Costs	Perimeter Gate Repairs: Labor Costs	TSA Checkpoint Cameras: Material Costs	TSA Checkpoint Cameras: Labor Costs
Atlantis Electrical Systems	Palm Bay, FL	\$128,527.62	\$20,423.06	\$27,448.88	\$2,842.88
Cosmac, Inc. dba TLC Electric	Sanford, FL	No Bid	No Bid	\$42,481.40	\$10,800.00
Archis, Inc.	Winter Garden, FL	\$258,925.00	\$95,000.00	\$187,533.00	\$190,000.00

After review, Staff identified Atlantis Electrical Systems (AES) as the low responsive bidder. AES has worked on several large-scale projects at the Airport over the years and is very familiar with systems and equipment on site. Sufficient budget exists in this current year approved budget for this expenditure.

Staff recommends award of the perimeter gate project at \$148,950.68 and TSA checkpoint camera projects at \$30,291.76, for a total of \$179,242.44 and authorization for the Executive Director to execute said contract on behalf of the Authority.

Item A-5 Recommendation to Approve a Purchase Order with Environmental Science Associates (ESA) in the Amount of \$119,869.

Federal Aviation Administration (FAA) requirements have expanded to include a Safety Management System (SMS) (SMS) need for all Commercial Service Airports. A SMS is a formal, organization-wide plan that proactively identifies hazards and safety risks. Environmental Science Associates (ESA) is contracted as a continuing consultant with the Airport through existing professional services rates for services and has developed a proposal to meet these requirements over a two-year implementation span.

These services will include two phases. Phase one includes a gap analysis, comparative hazard reviews, personnel analysis, procedural development, SMS manual finalization, and SMS manual implementation. The second phase of this project will include an Interactive Airport Layout Plan (iALP) to automate functions of these SMS processes, including mapping and functional outlay design. This will include a recording system with an interactive interface that allows for real time tracking and identification of safety and operational notation recording for use by Staff during daily operations. Sufficient budget exists in maintenance and operations expense accounts for this expenditure to begin this fiscal year.

Staff recommends approval of a Purchase Order with Environmental Science Associates (ESA) in the amount of \$119,869.00 and authorization for the Executive Director to execute said Purchase Order on behalf of the Authority.

Item A-6 Recommendation to Award a Purchase Order to Ivey’s Construction, Inc., under its Continuing Services Contract for the Ceiling Replacement in the Ticketing areas in an Amount Not to Exceed \$1,165,404.07.

As part of the existing terminal’s fire sprinkler system project, existing ceilings, mechanical, electrical, plumbing (MEP), and low voltage systems (LVS) will be replaced or upgraded as necessary. This includes the fire alarm, public address system, security access system, and security cameras.

Bids were obtained over a year ago for the replacement of the ceilings but were over budget. Only three bidders participated with Ivey’s Construction being the lowest responsive bidder, but its bid was 45 percent higher than the budget. Staff and Ivey’s collaborated on an alternate ceiling design to meet the budget. Options were reviewed for all systems and a revised price was obtained.

Sufficient budget is available in the fire sprinkler project and the scope of work is included in the executed Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT) grants for the fire sprinkler project. Grant funding will cover 95 percent of the cost of the purchase order.

Source	Amount
FAA	\$ 1,048,864
FDOT	\$ 58,270
MAA	\$ 58,270
Total Funding	<u>\$ 1,165,404</u>

Staff recommends approval of a Purchase Order to Ivey’s Construction, Inc. under its continuing services contract for the ceiling replacement in the ticketing area in an amount not to exceed \$1,165,404.07 and authorization for the Executive Director to execute said Purchase Order on behalf of the Authority.

Item A-7 Recommendation to Award a Purchase Order to Graybar under the State’s Omnia Program to replace the Public Address System in All Areas affected by the Installation of Fire Sprinklers in the Existing Terminal in the Amount of \$324,759.26.

As part of the existing terminal’s fire sprinkler system project, existing ceilings, mechanical, electrical, plumbing (MEP), and low voltage systems (LVS) will be replaced or upgraded as necessary. This includes the fire alarm, public address system, security access system, and security cameras.

Using the State’s Omnia program, competitive prices have been obtained for the installation of the public address system that will be replaced during the installation of the fire sprinklers in the existing terminal. This system is compatible with the Valcom system installed with the renovation and expansion project that will allow the entire airport to be under one public address system.

Sufficient budget is available in the Fire Sprinkler project and the scope of work is included in the executed Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT) grants for the fire sprinkler project. Grant funding will cover 95 percent of the cost of the purchase order.

Source	Amount
FAA	\$ 292,283
FDOT	\$ 16,238
MAA	\$ 16,238
Total Funding	\$ 324,759

Staff recommends approval of a Purchase Order to Graybar under the State’s Omnia program to replace the public address system in all areas affected by the installation of fire sprinkler in the existing terminal in the amount of \$324,759.26 and authorization for the Executive Director to execute said Purchase Order on behalf of the Authority.

Item A-8 Recommendation to approve a Guaranteed Maximum Price (GMP) Contract for the In-Line Baggage System Facility Project to the selection committee’s recommendation of Construction Management at Risk Services to Ivey’s Construction, Inc., in the Amount of \$26,141,697.

In January 2025, a Request for Proposal was issued for the In-Line Baggage System Facility Project for Construction Management at Risk firms to submit qualification proposals that the selection committee reviewed and shortlisted to three firms to provide schedule, methodology and pricing. Of the three firms, Ivey’s Construction was selected by the committee to provide construction management at risk services to construct the new in-line baggage system facility.

This contract is within the \$37,475,966 approved capital budget and the corresponding funding plan that was presented to the Board when the budget amendment was approved. This contract will be funded by the following sources:

Source	Amount
TSA	\$ 15,371,318
FAA	\$ 5,228,339
FDOT	\$ 2,771,020
MAA	\$ 2,771,020
Total Funding	\$ 26,141,697

Staff recommends approval of the approval of a Guaranteed Maximum Price (GMP) Contract for the In-Line Baggage System Facility Project to the selection committee’s recommendation of Construction Management at Risk Services to Ivey’s Construction, Inc., in the amount of \$26,141,697 and authorization for the Executive Director to execute said contract on behalf of Authority.

Item A-9 Recommendation to Approve a Subtenant at the Florida Institute of Technology's Applied Research Laboratory.

The Florida Institute of Technology has requested approval of a subtenant at its Applied Research Laboratory (ARL) located at 328 West Hibiscus Boulevard.

Subtenant: Brevard Zoo (Zoo).

Sublease Size: Approximately 3,585 square feet.

Length of Sublease: Five years and eight months.

Use: Restoration and research of marine species, specifically oysters, clams, seagrass and other lagoon species as related to the Zoo's Indian River Lagoon restoration projects. This will include ample office space for the team to conduct day-to-day work, a conference area for meetings and volunteer workshops, a lab for conducting research related to restoration work, a workshop for building and storing materials, a shower and lockers for field staff, parking for staff and visitors, and fenced in parking for boats, trailers and other equipment the program uses. The Florida Fish and Wildlife Commission will also have an office in the space. The Zoo will be finishing out unfinished space estimated to cost between \$250,000 and \$275,000 and Florida Tech will be making \$90,000 of infrastructure upgrades.

Staff recommends approval of a subtenant at the Florida Institute of Technology's Applied Research Center and authorization for the Executive Director to execute a consent document.

Item A-10 Recommendation to Approve a Subtenant at the Florida Institute of Technology's Center for Aeronautics Innovation.

The Florida Institute of Technology has requested approval of a subtenant at its Center for Aeronautics Innovation (CAI) located at 1050 West NASA Boulevard.

Subtenant: Burrell College of Osteopathic Medicine (Burrell).

Sublease Size: Approximately 5,633 square feet of exclusive space and 8,012 square feet of common area space.

Length of Sublease: Five years.

Use: Burrell is working on introducing an Anesthesiology Assistant Program. Burrell has partnered with Florida Tech by leasing office space currently on Babcock Street, L3Harris commons, for its medical program. Official use is for classrooms, non-surgical classroom demonstrations, and administrative offices.

Staff recommends approval of a subtenant at the Florida Institute of Technology's Center for Aeronautics Innovation and authorization for the Executive Director to execute a consent document.

Discussion Item

Item D-1 The Quotient Group

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

January 31, 2025

	Year To Date Actual			
	1/31/2025	1/31/2024	\$ change	% change
Operating Revenue				
Airline Landing Fees	229,246	205,720	23,526	11%
Airline Service Fees	997,972	964,315	33,657	3%
Land & Bldg Lease Rents	3,622,525	3,245,615	376,910	12%
Terminal Rents	105,138	92,944	12,194	13%
Parking Lot Fees	672,747	696,805	(24,058)	-3%
Car Rental Concessions	570,135	576,664	(6,529)	-1%
Restaurant Concessions	128,257	135,202	(6,945)	-5%
Mobile Home Park Rent	679,426	678,634	791	0%
T-Hangar Rentals	28,623	30,381	(1,758)	-6%
Operating Grant Revenue	372	22,632	(22,260)	-98%
Other	339,840	323,066	16,774	5%
Total Operating Revenues	7,374,280	6,971,979	402,301	6%
Operating Expense:				
Personnel Services	2,160,353	1,897,157	263,196	14%
Contract Services	2,816,008	2,823,181	(7,173)	0%
Police & Fire Services	490,072	444,967	45,104	10%
Maintenance and Operations	1,587,849	2,146,739	(558,890)	-26%
Other	81,613	56,563	25,050	44%
Total Operating Expenses	7,135,895	7,368,608	(232,713)	-3%
Operating Income (Loss)	238,385	(396,629)	635,014	
Non-Operating Revenue (Expense):				
Passenger Facility Charges	463,184	500,504	(37,320)	-7%
Customer Facility Charges	510,872	487,212	23,660	5%
CARES Grant Revenue	-	1,391,947	(1,391,947)	-100%
Gain (Loss) on Sale of Assets	38,106,723	6,671	38,100,052	571168%
Interest Income (Loss)	562,397	438,018	124,379	28%
Ad Valorem Tax Revenue	1,436,575	1,069,070	367,505	34%
Ad Valorem Tax Expense	(1,446,212)	(1,035,152)	(411,059)	40%
Interest Expense	(21,450)	(24,375)	2,925	-12%
Total Non-Operating Revenue (Expense)	39,612,089	2,833,894	36,778,194	
Net Income (Loss) Before Depreciation*	39,850,473	2,437,265		

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

MELBOURNE ORLANDO INTERNATIONAL AIRPORT
Statement of Revenues, Expenditures and Changes in Fund Net Assets
January 31, 2025

	YTD Actual	Annual Budget	% of Budget
Operating Revenues:			
Airline Landing Fees	229,246	803,671	29%
Airline Service Fees	997,972	3,083,057	32%
Land & Bldg Lease Rents	3,622,525	12,130,306	30%
Terminal Rents	105,138	332,537	32%
Parking Lot Fees	672,747	2,171,895	31%
Car Rental Concessions	570,135	1,819,701	31%
Restaurant Concessions	128,257	400,000	32%
Mobile Home Park Rent	679,426	-	#DIV/0!
T-Hangar Rentals	28,623	-	#DIV/0!
Operating Grant Revenue	372	-	#DIV/0!
Other	339,840	752,077	45%
Total Operating Revenues	7,374,280	21,493,244	34%
Operating Expense:			
Personnel Services	2,160,353	6,786,550	32%
Contract Services	2,816,008	8,387,908	34%
Police & Fire Services	490,072	1,491,260	33%
Maintenance and Operations	1,587,849	7,722,201	21%
Other	81,613	260,000	31%
Total Operating Expenses	7,135,895	24,647,919	29%
Operating Income (Loss)	238,385	(3,154,675)	
Non-Operating Revenue (Expense):			
Passenger Facility Charges	463,184	1,419,771	33%
Customer Facility Charges	510,872	1,266,057	40%
CARES Grant Revenue	-	-	#DIV/0!
Gain (Loss) on Sale of Assets	38,106,723	33,380	114160%
Interest Income (Loss)	562,397	2,640,110	21%
Ad Valorem Tax Revenue	1,436,575	2,062,537	70%
Ad Valorem Tax Expense	(1,446,212)	(2,113,530)	68%
Interest Expense	(21,450)	(277,400)	8%
Total Non-Operating Revenue (Expense)	39,612,089	5,030,925	
Net Income (Loss) before			
Depreciation, Transfers, and Capital Contributions	39,850,473	1,876,250	
Depreciation Expense	-	-	
Machinery and Equipment	(50,258)	(806,000)	6%
FAA Equipment Grant	-	-	#DIV/0!
Intra Transfer to Airport Capital	-	(2,520,000)	0%
Net Income (Loss) After Transfers	39,800,215	(1,449,750)	

Melbourne Orlando International Airport
Top 10 Operating Revenues
1/31/2025

Rank	Description	YTD FY 2025	FY 25 % of Total Rev	YTD FY 2024	FY 24 % of Total Rev	\$ Change	% Change
1	Airfield Facilities Rental	2,030,211	28%	1,787,278	26%	242,933	14% A
2	Commercial Business Center Rent	1,203,325	16%	1,077,416	15%	125,909	12% B
3	Ground Handling Revenue	702,808	10%	656,723	9%	46,085	7%
4	Parking Revenue	672,747	9%	696,805	10%	(24,058)	-3%
5	Tropical Haven Revenue	679,426	9%	678,634	10%	792	0%
6	Car Rental Concession	570,135	8%	576,664	8%	(6,529)	-1%
7	Terminal Rent-Airline	317,883	4%	322,351	5%	(4,468)	-1%
8	Hangar Rent	286,353	4%	286,353	4%	-	0%
9	Landing Fees	229,246	3%	205,720	3%	23,526	11%
10	Terminal Concessions	128,257	2%	135,202	2%	(6,945)	-5%
Total Top 10 Operating Revenue		6,820,391	92%	6,423,146	92%	397,245	
Other Operating Revenue		553,889	8%	548,833	8%	5,056	1%
Total Operating Revenue		7,374,280	100%	6,971,979	100%	402,301	6%

A Increase due to 5 year rate adjustment for anchor tenant; 2 tenants had leased property that is coming off of the abatement period, and increases for CPI adjustments for several smaller tenants.

B Increase due to 2 new leases (Chamber of Commerce and Poseidon) plus one of the tenants that had a rent abatement period that ended.

Melbourne Orlando International Airport
Top 10 Operating Expenses
1/31/2025

Rank	Description	YTD FY 2025	FY 25 % Operating Expense	YTD FY 2024	FY 24 % Operating Expense	\$ change	% change
1	Personnel	2,160,353	30%	1,897,157	26%	263,196	14% A
2	Other Contract Services	2,035,953	29%	2,044,016	28%	(8,063)	0%
3	Fire Services	481,748	7%	443,667	6%	38,081	9%
4	Contractual Employee	386,349	5%	453,201	6%	(66,852)	-15% B
5	Electric	258,148	4%	272,943	4%	(14,795)	-5%
6	Consulting Fees	204,089	3%	169,150	2%	34,939	21% C
7	Risk Management	199,312	3%	157,237	2%	42,075	27% D
8	Cable TV Expense	124,785	2%	133,405	2%	(8,620)	-6%
9	Outside Counsel Fees	88,267	1%	42,748	1%	45,519	106% E
10	Landscaping/Irrigation	84,112	1%	116,480	2%	(32,368)	-28%
Total Top 10 Operating Expense		6,023,116	84%	5,730,004	78%		
Other Operating Expense		1,112,779	16%	1,638,604	22%	(525,825)	-32%
Total Operating Expense		7,135,895	100%	7,368,608	100%	(232,713)	-3%

A Increase is due to several factors including increase in overtime due to Hurricane Milton, across the board pay adjustments, increase in FRS contribution rates, and positions that were vacant last year have been filled, particularly in the Airport Police division.

B Decrease is due to adjustments made to right size the staffing needed to maintain the terminal (the needed labor hours has dropped due to lighter passenger volumes. This was partially offset by using a contract employee to fill the marketing position this year; last year this was filled with an Airport FTE (Note: the airport staff intends to fill the position with an Airport FTE in the coming months).

C Consulting expense higher due to non-recurring costs incurred in FY 25 related to Air Service Development (study-\$16,500; Adept Air Svc development-\$9,664 higher), Parking Study (\$14,179), and appraisals/review appraisals for Tropical Haven Sale (\$7,000).

D Increase is due to higher property insurance (provided by a third party through the City).

E MLB incurred additional legal fees due to preparation/review of documents related to the Tropical Haven sale (\$29,830) Rules/Regs revision (\$25,800), and settlement of Terminal project closeout and inline baggage system protest (\$11,767)

Melbourne Orlando Int'l Airport
Cash Flow Projection
3/11/2025

	February-25	March-25	April-25	May-25	June-25	July-25	August-25	September-25	October-25	November-25	December-25	January-26
Beginning Cash/Investment Balance	\$ 35,978,828	\$ 35,045,861	\$ 30,341,203	\$ 28,573,122	\$ 24,067,162	\$ 25,183,035	\$ 22,527,515	\$ 21,113,944	\$ 23,929,131	\$ 22,437,771	\$ 18,065,470	\$ 22,664,789
Operating Revenue	1,948,019	1,948,019	1,948,019	1,948,019	1,948,019	1,948,019	1,948,019	1,948,019	1,948,019	1,948,019	1,967,499	3,446,620
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	173,891	173,891	173,891	173,891	173,891	173,891	173,891	173,891	173,891	173,891	173,891	173,891
Operating Expense:												
Liability Insurance						(20,000)	(92,051)					
Personnel	(559,687)	(559,687)	(559,687)	(559,687)	(559,687)	(559,687)	(559,687)	(559,687)	(559,687)	(559,687)	(576,478)	(576,478)
TUI Marketing Incentive Payment						(50,000)	(50,000)	(50,000)	(50,000)	(50,000)		
Debt Payment (Interest)					(128,700)						(128,700)	
Maintenance and Operations Expense	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,339,923)	(1,380,121)	(1,380,121)
Ad Valorem Tax Payment										(3,435,174)		
Net Increase (Decrease) in Cash Flow from Operations	195,028	407,383	773,176	195,028	66,328	125,028	102,977	145,028	195,028	(3,290,146)	28,820	1,636,641
Total Capital Outlay	(2,106,027)	(7,394,790)	(4,758,033)	(6,126,267)	(6,713,428)	(6,438,576)	(5,450,000)	(5,395,000)	(4,981,323)	(2,650,000)	(2,500,000)	(2,500,000)
Principal Payment-Outstanding Debt				(1,821,000)								
Total Capital Grant Revenue	819,009	2,113,881	2,008,725	2,973,629	7,498,736	3,411,714	3,683,576	7,822,463	3,053,912	1,331,587	6,862,465	75,000
PFC Collections (Reimbursement of Eligible Costs)	84,062	89,266	109,979	144,127	139,680	130,205	132,088	128,293	127,409	124,889	109,970	99,803
CFC Collections	74,961	79,602	98,072	128,523	124,557	116,108	117,787	114,403	113,615	111,368	98,064	88,997
Net Increase (Decrease) in Cash From Capital and D	(1,127,995)	(5,112,041)	(2,541,258)	(4,700,988)	1,049,545	(2,780,549)	(1,516,548)	2,670,159	(1,686,388)	(1,082,156)	4,570,499	(2,236,200)
Beginning Cash/Investments	35,978,828	35,045,861	30,341,203	28,573,122	24,067,162	25,183,035	22,527,515	21,113,944	23,929,131	22,437,771	18,065,470	22,664,789
Ending Cash/Investments	35,045,861	30,341,203	28,573,122	24,067,162	25,183,035	22,527,515	21,113,944	23,929,131	22,437,771	18,065,470	22,664,789	22,065,230

Melbourne Orlando Int'l Airport
Cash Flow Projection - Capital Exp and Grant Revenue
3/11/2025

Capital Project Expenditures	Total Cost	Prior Expend	February-25	March-25	April-25	May-25	June-25	July-25	August-25	September-25	October-25	November-25	December-25	January-26
Term Upgrade-Restrooms Gate Belt etc	5,263,158	(2,105,323)	(397,021)	(331,161)	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)	(329,653)			
Term Upgrade-Fire Sprinkler/Plumbing	5,959,412	(977,428)	(26,942)	(50,000)	(50,000)	(150,000)	(150,000)	(50,000)						
Terminal Exp-Public Space (Haskell)	52,264,894	(50,303,456)		(4,175,000)										
In Line Baggage System-Construction	37,475,966	-			(750,000)	(2,000,000)	(2,500,000)	(2,500,000)	(2,500,000)	(2,500,000)	(2,500,000)	(2,500,000)	(2,500,000)	(2,500,000)
Northside Expansion	9,285,958													
Northside Exp-T/W M Ext	3,930,000	(1,995,570)	(547,232)	(350,000)	(350,000)									
Project Vista Site Improvements	9,980,000	(3,356,298)	(956,497)	(878,629)	(1,000,000)	(1,250,000)	(1,250,000)	(1,288,576)						
Taxiway A Rehab	28,937,300	(1,299,435)	(89,013)	(1,250,000)	(1,750,000)	(1,750,000)	(1,750,000)	(1,750,000)	(1,750,000)	(1,500,000)	(1,401,670)			
ATCT Roof/Bldg Imp/Remodel	418,744	(416,631)												
Equipment Purchases	1,027,000	(50,258)	(87,200)	(60,000)	(108,033)	(51,267)	(160,000)		(100,000)	(295,000)				
T-Hangars Phase 1	3,000,000						(100,000)	(500,000)	(750,000)	(750,000)	(750,000)	(150,000)		
Roof Replacement-1135 W. Nasa	700,000				(100,000)	(250,000)	(350,000)							
Employee/Cell Parking Lot Expansion	1,100,000	(69,450)	(2,122)	(300,000)	(300,000)	(325,000)	(103,428)							
Total Capital Outlay			(2,106,027)	(7,394,790)	(4,758,033)	(6,126,267)	(6,713,428)	(6,438,576)	(5,450,000)	(5,395,000)	(4,981,323)	(2,650,000)	(2,500,000)	(2,500,000)
Grant Revenue														
FAA Grant 62 Restrooms/Gate/Belt/etc	5,000,000	2,454,327			691,773		665,000		665,000		978,170		2	
FDOT Restrooms/Gate/Belt/Flooring/etc	131,000	25,948			44,890		17,500		17,500		25,741		-	
FAA-Fire Sprinklers-Grnt 60	5,363,470	774,715		49,613		90,000		270,000		45,000				
FDOT Fire Sprinklers	297,971	30,434		14,015		5,000		15,000		2,500				
TSA OTA-In Line Baggage Sys Const	22,045,401	-					1,455,424			3,969,338			3,969,338	
FAA-In Line Baggage Grant 63	3,263,505	-					523,875			1,428,750			1,428,750	
FDOT-In Line Baggage Grant	4,000,000	-					261,938			714,375			714,375	
NORTHSIDE EXPANSION GRANTS														
FDOT (T/W M Realignment/Ext)	6,815,402	1,725,587		817,215		700,000					-			
FDOT-Project Vista Grant/DFJ Reimburs	9,980,000	2,296,534	819,009	1,197,252		1,878,629	1,250,000	1,250,000	1,288,576	-	-	-	-	-
FDOT FY 23 T Hangar Grant	1,500,000								50,000		625,000		750,000	
FAA Taxiway A Rehab-Grnt 59/64	13,267,370	1,116,161			1,205,112		3,150,000	1,575,000	1,575,000	1,575,000	1,350,000	1,261,503	-	-
FDOT Taxiway A Rehab	1,570,410	62,009			66,951		175,000	87,500	87,500	87,500	75,000	70,084	-	-
FDOT-Employee Parking Grant	550,000	-		35,786		300,000		214,214			-			
Total Grant Revenue			819,009	2,113,881	2,008,725	2,973,629	7,498,736	3,411,714	3,683,576	7,822,463	3,053,912	1,331,587	6,862,465	75,000

**MELBOURNE ORLANDO INTERNATIONAL AIRPORT (MLB) MONTHLY ACTIVITY REPORT
FEBRUARY 2025**

	2025	2024	MO CHANGE (%)	2025 YTD	2024 YTD	YTD CHANGE (%)
PASSENGERS						
Revenue PAX - Domestic						
Enplaned	21,287	21,999	-3.2%	41,333	42,625	-3.0%
Deplaned	21,268	22,540	-5.6%	41,155	42,738	-3.7%
Total Revenue PAX - Domestic	42,555	44,539	-4.5%	82,488	85,363	-3.4%
*Revenue PAX - Int'l						
Enplaned	247	66	274.2%	292	66	342.4%
Deplaned	238	438	-45.7%	506	438	15.5%
Total Revenue PAX - Int'l	485	504	-3.8%	798	504	58.3%
Non-Revenue PAX						
Enplaned	626	715	-12.4%	1,293	1,363	-5.1%
Deplaned	573	673	-14.9%	1,221	1,289	-5.3%
Total Non-Revenue PAX	1,199	1,388	-13.6%	2,514	2,652	-5.2%
Total PASSENGERS	44,239	46,431	-4.7%	85,800	88,519	-3.1%
AIRCRAFT OPERATIONS						
Air Carrier	504	508	-0.8%	1,040	991	4.9%
Air Taxi	244	174	40.2%	381	318	19.8%
General Aviation - Itinerant	9,903	10,222	-3.1%	18,927	19,312	-2.0%
General Aviation - Local	1,751	1,964	-10.8%	4,673	4,282	9.1%
Military	135	102	32.4%	199	239	-16.7%
Total OPERATIONS	12,537	12,970	-3.3%	25,220	25,142	0.3%

*Includes Data from US Customs for General Aviation Passengers

RESOLUTION NO. 2-25

**A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY,
BREVARD COUNTY, FLORIDA, AMENDING EXISTING PFC (18-08-C-00-MLB)
AND EXECUTING DOCUMENTS PASSENGER FACILITY CHARGE (PFC)
APPLICATION 9 AUTHORIZED BY FEDERAL AVIATION ADMINISTRATION
(FAA) 25-09-C-00-MLB**

WHEREAS, the City of Melbourne Airport Authority has requested authorization from the FAA to impose a passenger facility charge (PFC) and to use PFC revenue at MLB; and

WHEREAS, the FAA has acknowledged that MLB began collecting a PFC for MLB at the maximum level (currently \$4.50 per enplanement) on July 1, 2018 and the amended/new PFC applications will be fully collected on November 1, 2045; and

WHEREAS, the FAA has further acknowledged that MLB will collect a total of \$9,629,455 on PFC Application 8, a reduction of \$2,112,615 from the current approved amount, and \$30,944,791 on PFC Application 9 and complete collections estimated on November 1, 2045;

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 amend PFC No. 18-08-C-00-MLB and execute PFC No. 25-09-C-00-MLB to impose at the maximum level (currently \$4.50 per enplanement). Collections on the amended PFC Application 8 commenced on July 1, 2018. At the current PFC level, total collections on the approved PFC applications will be completed on November 1, 2045; with total collection amount of \$9,629,455 on PFC Application 8 and \$30,944,791 on PFC Application 9.

SECTION 2. That the 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 PFC authorization 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 26th Day of March 2025.

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

ATTEST:

Greg Donovan, A.A.E.
Executive Director



MELBOURNE AIRPORT AUTHORITY BOARD

Minutes February 26, 2025

Board Meeting Airport Board Room

In Attendance: Mr. William C. Potter, Chairman
The Honorable Paul Alfrey, Mayor
The Honorable David Neuman, Councilmember
The Honorable Mark LaRusso, Councilmember
Mr. Dan Schwinn, Member
Mr. Brent Peoples, Member
Mr. Michael Fischer, Member
Mr. Adam Bird, Attorney
Mr. Greg Donovan, A.A.E., Executive Director
Mr. Mark Busalacchi, Director of Business Development
Mr. Clifford Graham, C.M., Director of Operations & Maintenance
Ms. Kayla Krause, ACE, Airport Accountant
Mr. David Perley, A.I.C., Director of Capital Improvements
Ms. Renee Purden, Chief of Police/Director of Public Safety

Absent: Mr. Mike O'Dell, C.P.A., Director of Finance and Administration

Pledge of Allegiance

Airport Announcements by Executive Director Greg Donovan

Triennial Mass Casualty Incident Exercise will take place on February 27, 2025.

Welcome to Officer Justin Dudley, MAPD and Officer Jordan Hallman, MAPD.

Executive Director's Recognition of Excellence Award

Congratulations to Tyler Vavra, MAPD Police Sergeant, on receiving this month's award.

Action Items

Item A-1 Approval of the minutes for the January 22, 2025, Regularly Scheduled Board Meeting.

Approval of the January 22, 2025, board meeting minutes. A motion was made by Mayor Alfrey for approval of the minutes, seconded by Mr. LaRusso. Motion passed unanimously.

Item A-2 Recommendation to Approve the Award of a Contract with Strut Mechanical for HVAC Preventative Maintenance and Services.

Mr. Donovan explained the airport and airport-owned properties has over 130 HVAC systems throughout. Airport maintenance staff has done a great job in maintaining these units over the years. In 2019, the airport contracted with a commercial HVAC contractor, Dittmer Air & Heat, to have an onsite full-time representative to provide service and maintenance. Dittmer's contract ended in September 2024 and has provided month-to-month service

until now. Staff issued an Invitation to Bid for HVAC Preventative Maintenance and Services and nine vendors submitted bids. Strut Mechanical was the low bidder. The awarded contract will include onsite preventive maintenance by a full-time representative Monday through Friday and the contract will consist of a two-year base term with three, one-year options to commence on April 1, 2025. The base rate of preventative maintenance will be an annual amount of \$166,500, to be billed at a monthly rate of \$13,875. Sufficient budget is available in the operating budget to cover this expense.

Mr. Fischer asked if this would be the first time a representative would be on site under a contract. Mr. Donovan stated that Dittmer's contract included a representative on site and this new contract will also have an onsite representative.

Mr. Potter inquired about the options price, do those increase. Ms. Wyllie-Vitt stated that it would be subject to negotiations with the vendor at the time of renewal and there is an option to consider an increase.

A motion was made by Mayor Alfrey to approve the award of contract with Strut Mechanical for HVAC Preventative Maintenance and Services, seconded by Mr. LaRusso. Motion passed unanimously.

Item A-3 Recommendation for Approval of a Purchase Order to TK Elevator for Modernization of the TSA Elevator, in an Amount Not to Exceed \$92,080.24.

Mr. Donovan explained the airport currently has six elevators. Staff has identified three elevators out of the six elevators that require modifications to meet the new Florida building code update requirements. Two of the elevators can be corrected with minor equipment adjustments. The remaining elevator is the TSA elevator which requires additional upgrades, so it complies with safety standards and code. Staff and TK Elevator were able to identify the required upgrades to bring this unit up to code and extend the useful life for an additional 20-to-25 years. The cost for modernization of the TSA elevator will be \$92,080.24. Sufficient budget is available in the approved 2025 equipment budget.

Mr. Fischer stated the elevator upgrade cost is close to the purchase of a new elevator, not sure if the airport is considering purchasing a new elevator. Mr. Graham stated the upgrades will be half the price of a new elevator and considering the expected longevity of the current elevator with the new modifications, the airport would benefit from doing the repairs.

A motion was made by Mr. Fischer to approve a purchase order to TK Elevator for Modernization of the TSA Elevator in an amount not to exceed \$92,080.24, seconded by Mr. Peoples. Motion passed unanimously.

Item A-4 Recommendation to Approve a Purchase Order to Garber Chevrolet Buick GMC for a 2025 Chevrolet Tahoe for \$56,297.

Mr. Donovan explained the 2025 budget includes obtaining a new Operations vehicle to replace the existing vehicle used currently by the Assistant Director of Operations and Maintenance that has reached the end of its useful life. Staff reviewed pricing and found the Florida Sheriff's Association contract to be the best value for this purchase. The vendor awarded for the purchase is Garber Chevrolet Buick GMC of Green Cove Springs, FL in the amount of \$56,297.

A motion was made by Mayor Alfrey to approve a Purchase Order to Garber Chevrolet Buick GMC for a 2025 Chevrolet Tahoe for \$56,297, seconded by Mr. LaRusso. Motion passed unanimously.

Item A-5 Recommendation to award a Contract for the Public and Employee Parking Modifications Project to the lowest responsive bidder, W&J Construction Corporation in the Amount of \$915,082.64.

Mr. Donovan explained the airport has reached its parking capacity during peak periods, holidays, and spring break. The airport completed a design to increase the public parking by 119 spaces and employee parking by 20 spaces. Staff issued an Invitation to Bid, and W&J Construction was the low bidder. This project will be funded with a 50 percent Florida Department of Transportation grant and 50 percent Melbourne Airport Authority funds, which are included in this year's budget.

Mr. Peoples's asked if the additional parking project fits in with the new plan and workshop next month. Mr. Donovan stated this fits well with the strategy and new plan.

A motion was made by Mr. Peoples to award a contract for the Public and Employee Parking Modifications Project to the lowest responsive bidder, W&J Construction Corporation, in the amount of \$915,082.64, seconded by Mayor Alfrey. Motion passed unanimously.

Item A-6 Recommendation to Approve Engineering Amendment No. 55 with Airport Engineering Company (AEC) for the Construction Administration Services for the Public and Employee Parking Modification Project in an Amount Not to Exceed \$57,700.

Mr. Donovan explained that Airport Engineering Company prepared the design and bidding documents for the project and is submitting a proposal for the construction administrative services on the project in an amount not-to-exceed \$57,700.

A motion was made by Mr. Peoples to approve Engineering Amendment No. 55 with Airport Engineering Company (AEC) for the Construction Administration Services for the Public and Employee Parking Modification Project in an amount not-to-exceed \$57,700, seconded by Mayor Alfrey. Motion passed unanimously.

Item A-7 Recommendation to Award a Purchase Order to Ivey's Construction, Inc., under its Continuing Services Contract for the Terrazzo Floor Replacement in the Ticketing and Car Rental Areas in an Amount Not to Exceed \$1,495,975.90.

Mr. Donovan explained as part of the Bipartisan Infrastructure Law Airport Terminal Program, the Airport was awarded a Federal Aviation Administration (FAA) discretionary grant to perform several upgrades to the existing terminal. The FAA grant covers 95 percent of the cost, and the remaining costs will be funded by a 2.5 percent Florida Department of Transportation grant and the remaining 2.5 from Melbourne Airport Authority funds. Bids were obtained and the lowest responsive bidder is Ivey's Construction. Several options of flooring were considered, and a solution was accepted to proceed with the available budget and place terrazzo in the ticketing public area and car rental public area. This will also include carpeting to soften the sound absorption and walk-off mats at the entrances to reduce floor debris. Staff is pursuing additional grant funds for the remaining atrium area terrazzo flooring. This work would not begin until after the replacement of the atrium skylight.

Mr. Schwinn asked if the funds received are Airport Improvement Program funds. Mr. Donovan stated yes, the airport has been successful in obtaining discretionary grants in the past years.

Mr. LaRusso asked when the airport anticipates beginning flooring in the atrium. Mr. Donovan stated the flooring work will begin once the skylight work has been completed. A project of this magnitude will probably begin late fall between the TUI seasonal activities.

A motion was made by Mayor Alfrey to award a Purchase Order to Ivey's Construction, Inc., under its Continuing Services Contract for the Terrazzo Floor Replacement in the Ticketing and Car Rental Areas in an amount not to exceed \$1,495,795.90, seconded by Mr. LaRusso. Motion passed unanimously.

Item A-8 Recommendation to Approve Amendments to Lease Documents for Lease of Property related to Project Daisy.

Mr. Donovan explained Project Daisy will involve the creation of a singular leased campus for Northrop Grumman Systems Corporation (NGSC). The campus will be comprised of a portion of property currently under lease and a portion of property currently under option. To accomplish these transactions, airport staff and counsel have been working with NGSC and the developer to finalize the necessary documents and meet the needs of all parties. The first item is to amend one of the existing lease agreements between Authority and NGSC through Space Florida to bifurcate a lease parcel into two sections, one of which will remain in and subject to the current lease and one of which will be split off and become a part of the Project Daisy campus; second item is assigning NGSC's option to lease an adjacent parcel to the Developer, Ecliptica, LLC so that the Developer can exercise the option to bring the optioned parcel into the Project Daisy Campus; third is to facilitate the assignment of that portion of NGSC's lease agreement that will become a part of Project Daisy to the eventual new tenant, the Developer; fourth is to enter into an amendment to the lease agreement with the Developer for the option parcel to become part of the Project Daisy Campus. Mr. Donovan asked the board permission for staff to work with the Developer and Northrop Grumman and authorization to execute said documents on behalf of the Authority.

Mr. Potter asked this is revenue neutral to the airport, the airport is not giving up any rent. Mr. Donovan stated the airport is not giving up any rent, this would be revenue positive for this parcel.

Mr. Peoples asked what the current lease time for Northrop Grumman is. Mr. Busalacchi stated their lease goes to year 2045.

A motion was made by Mr. LaRusso to approve Amendments to Lease Documents for Lease of Property related to Project Daisy, seconded by Mayor Alfrey. Motion passed unanimously.

Item A-9 Recommendation to Approve a Lease Agreement with General Services Administration.

Mr. Donovan explained the airport has an existing lease agreement with General Services Administration (GSA) that will expire on March 30, 2025. The space leased is currently used by the Transportation Security Administration on the second floor of the airport terminal. The new five-year lease will begin on April 1, 2025 with one five year option, the lease rate will be \$61.00 per square foot; the operating cost is subject to a yearly CPI increase and the total lease space is 1,623 square feet which will generate revenues of approximately \$495,015 over the next five years.

A motion was made by Mayor Alfrey for recommendation to approve a Lease Agreement with General Services Administration, seconded by Mr. Fischer. Motion passed unanimously.

Discussion Items

Item D-1 Reschedule July 23, 2025 board meeting to July 16, 2025.

The proposed new date was presented and approved.

Information Items

Item I-1 Financial Update

Ms. Krause presented the financial report through December 31, 2024.

Mr. Potter asked how the proceeds for Tropical Haven sale would be reported; would the proceeds be reported separately so they can be tracked or will the proceeds be integrated into the regular report. Ms. Krause stated the proceeds are included in the interest income that Mr. O'Dell is tracking with per use in yield and included in the non-operating revenues. Mr. Donovan stated that number could be broken down separately and will ask Mr. O'Dell to report quarterly to show as a separate item.

Item I-2 Operations

Mr. Graham explained the airport had its annual Federal Aviation Administration (FAA) Part 139 Annual Inspection that was successfully completed last month. The inspection is two-and-a-half-day audit by a certified FAA inspector looking at all elements of safety, physically on the airfield itself and all of the record keeping and training that goes along with this annual inspection. Historically, the airport has done very well, and this year was really exceptional. It was the best inspection the airport has had in 10 years. The airport had one minor discrepancy with the airfield lighted signs, the back of the signs are blacked out and a few of them had a little bit of light penetrating through at night and was corrected immediately. Airport staff led by Ms. Betts were present throughout the entire inspection including the review of the airport records and the inspector was very impressed with our record keeping and was noted for it being exceptionally well maintained. The airport fuel farms and fuel trucks were also inspected and were all in compliance during the inspection. Mr. Graham thanked our tenants for their cooperation and working with staff. The airfield markings were inspected, and the inspector was highly impressed with the quality of the airfield markings and commented on a perfect airport with a hardworking and passionate team. Mr. Graham thanked Ms. Betts and the operations and maintenance team for their hard work and a job well done. Mr. Donovan thanked Mr. Graham and his team for an outstanding job maintaining the airfield.

Item I-3 Construction Projects Update

In-Line Baggage System

New proposals have been received and have been reviewed by the selection committee. A guaranteed maximum price by the selected firm will be brought to the March Board meeting for approval. It is the goal of the Airport to complete this project by June 2026.

Terminal Fire Sprinklers

Fire alarm and fire sprinkler work continues in the existing terminal. Material is currently being fabricated for the ticketing and atrium area. Removal of the old fire alarm system should be completed by the end of February.

Existing Terminal Re-Roofing

The cap sheet is complete over the car rental area, ticketing, and the atrium. The protection board and cap sheet are nearing completion over the domestic concourse. The protection board has started over the baggage screening area. Coping metal has been delivered and a separate crew to begin installing. The roof area under the generator will begin in March. Project should complete by the end of March 2025.

Domestic Bag Belt Replacement

The manufacturer returned with the additional fabricated parts, and they have been installed. Punchlist work has been completed. Final billing has been submitted and should close out by the end of February.

Federal Inspection Station Escalator Replacement

A delay by the State Inspector caused the project completion to extend an additional two weeks. The inspection by the State passed and the escalator is ready for operation. Minor punchwork remains for flooring and ceiling repairs, which are expected to be completed by the middle of March. Project closeout is expected by the end of March.

Project Vista – Dassault Falcon Jet Site Work

Underground utility work along Apollo Boulevard is nearing completion. The water main is complete and ready for connection. Waiting on the City for review of As-Builts for submission to DEP. The lift station work continues with electrical connections expected by the end of February. The right-of-way work is to begin in March, including the median crossing. The paving of the taxiways are complete, and sod is nearing completion. Taxiway underground lighting is complete and ready for lights to be set. Waiting on DFJ's contractor to provide the subgrade for the base course and paving to begin. Project completion is expected in June 2025. First aircraft arrives July 1, 2025.

Taxiway A Rehabilitation

The contractor is mobilized, and work has begun. The contractor is currently re-grading the drainage swales north of the taxiway. After discussions with the airlines, the schedule for the taxiway work has been modified to not close the main runway for the scheduled 40 days during this phase of work. This first phase of the work is expected to be completed in the fall. The next phase of the work will go out to bid in March with bids due in May. Submission of the grant application for the next phase of discretionary funds must be submitted to the Federal Aviation Administration by the end of June. Discretionary funds will not become available until October 2025.

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

Paving and sodding is complete. Reinstallation of the security fence has begun. Striping to be completed before the end of February. Phase 2 work is expected to be completed by the end of February.

Public & Employee Parking Lot Modifications

Bids have been received. There were eight bidders with a spread of over \$1.6 million. The spread of the three lowest responsive bidders was just over \$7,000. With the award at the February Board meeting, a Notice to Proceed should be issued in the first week of March. Work is expected to be completed by June.

Item I-4 Business Development and Marketing Update

Mr. Busalacchi stated at the conclusion of next month's board meeting, there will be a workshop discussion on parking. The workshop should last no longer than one hour.

The rooftop bar and grill at the Hyatt Place Hotel is doing very well. It's open for dinner at this time and MLB staff has requested they be open for lunch and hotel staff has agreed.

Sun Country and MLB staff are currently working on a marketing campaign targeting the Minneapolis market to bring travelers to Florida.

Mayor Alfrey stated he will not be present at the March board meeting and has asked everyone to contact Vice Mayor Neuman.

Adjournment

This meeting was adjourned by Chairman William Potter at 9:33 a.m.

PREPARED BY:

Sandra Acevedo – Executive Assistant

SUBMITTED BY:

Greg Donovan, A.A.E.
Executive Director

APPROVED BY ACTION OF AIRPORT AUTHORITY:

William C. Potter, Chairman