



MELBOURNE AIRPORT AUTHORITY BOARD MEETING
Melbourne Orlando International Airport Board Room

AGENDA

February 25, 2026, at 8:30 AM

Pledge of Allegiance

Airport Announcements

Action Items

Item A-1 Approval of the minutes for the January 28, 2026, Regularly Scheduled Board Meeting.

Item A-2 Recommendation to Approve an Aeronautical Commercial Ground Lease and Development Agreement with Rotor Nest LLC.

Rotor Nest LLC approached Airport staff regarding the construction of a hangar and related facilities for First Flight on the northside of the Airport and intends to sublease the completed facility to Health First, Inc.

The salient points of the ground lease are as follows:

- Acreage: 0.532 acres
- Term: Thirty (30) years with two (2) ten-year options to extend.
- Lease Rate: The initial base rent will be established based on the appraised Fair Market Rental Rate of the unimproved land, however a placeholder of \$0.50 per square foot per year will be used until the Market Rental Rate is established. All stormwater retention will be onsite.
- Rent Incentives: Six (6) months of full base rent abatement following the Effective Date.
- Rent Adjustments: 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 exercise of an option period, which will require a fair market value adjustment based on an appraisal.
- Taxes and Fees: Rotor Nest is responsible for all taxes and fees associated with the lease.

Based on recent appraisals, the ground lease of this property is projected to generate revenues of approximately \$347,805 over the original term of the lease, not including CPI adjustments or any applicable aviation fees.

Staff recommends approval to execute an Aeronautical Commercial Ground Lease and Development Agreement with Rotor Nest LLC and authorization for the Executive Director to execute said agreement on behalf of the Authority.

Item A-3 Recommendation to Approve Termination of Existing Option Agreements and Entry into New Option Agreements with Project Audubon for Newly Acquired Authority Property.

In early 2024, the Board approved the Authority's entry into four (4) Ground Lease Option and Right of First Refusal Agreements with Project Audubon for four (4) separate parcels of real property totaling approximately 110 acres, which have been in effect since that time with the Authority receiving the agreed-upon fees for those options. Thereafter, in September 2025, the Authority closed on its purchase of the 176-acre parcel formerly owned by

Acopian Land, LP, which offers 176 contiguous acres, and representatives of Project Audubon requested that it be permitted to “swap” its 4 existing options to lease for two (2) options to lease the 176-acre parcel, one option to lease for 110 of the 176 acres (to permit prepaid option fees for the existing options to be applied once the “swap” occurs) and one option to lease for the remaining approximately 66 acres, both subject to confirmation via formal legal descriptions. The material terms of the requested new option agreements are:

- Each option shall be for a maximum period of three (3) years (the “Option Period”);
- The Option Fee to be paid to Authority each year of the option will be \$926,882 annually
- Upon exercise of one or both options, the Authority will enter into a long-term ground lease with Project Audubon for the parcel upon which the option is exercised; and
- As with the prior option agreements, should the Option Period expire without Project Audubon exercising its option to lease, Project Audubon receives a right of first refusal (ROFR) to lease the parcels for an additional period of two (2) years subject to an annual ROFR fee equal identical to the ROFR fees to be charged in the existing Ground Lease Option and Right of First Refusal Agreements.

As a result of the increase in the acreage subject to the new option agreements when compared with the acreage of the current option agreements, the Authority will receive increased option fees via the two (2) new Ground Lease Option and Right of First Refusal Agreements, and Project Audubon has indicated that the contiguous property and increased acreage is more desirable for its potential project(s) than its existing options. Accordingly, it is in the best interest of the Authority to permit the option “swap” as requested by Project Audubon.

Staff recommends approval of the termination of Project Audubon’s existing four (4) Ground Lease Option and Right of First Refusal Agreements and contemporaneous entry into two (2) new Ground Lease Option and Right of First Refusal Agreements with Project Audubon for the newly acquired 176-acre parcel of property at the northwest corner of the Airport, including authorization for the Executive Director to execute the effectuating documents on behalf of the Authority.

Item A-4 Recommendation to Approve a Purchase Order to DDC Engineering, Inc., the Selected Engineering Firm for the Mechanical and Electrical Design of the Existing Terminal Rehabilitation Project in an Amount not to Exceed \$670,500.

The existing mechanical and electrical equipment in the terminal dates back to the original 1988 construction. This equipment has exceeded its useful life and needs replacement. A Request for Qualifications was issued to select a mechanical and electrical engineering firm to design the replacement and upgrade of these systems within the terminal.

Ten firms submitted proposals. The selection committee reviewed and scored all proposals, and DDC Engineering, Inc. (DDC) was the unanimous highest-ranked proposer.

DDC is a local firm that has completed several projects of similar scope, including work for Brevard County Schools, L3Harris, SpaceX and Disney. The firm has extensive experience of replacing mechanical and electrical systems while facilities remain operational, which is critical for work within an active terminal environment.

This project is expected to be completed in phases as grant funding becomes available. The design must be completed in its entirety at the outset of the project, and this purchase order reflects the full design scope for all phases. It does not include Construction Administration services, which will be determined as each phase of the project is bid. This cost also does not include a Resident Project Representative (RPR), as required under Federal Aviation Administration (FAA) grant requirements; that will be presented later as a separate purchase order.

Due to timing constraints associated with a pending \$3.5 million grant, a purchase order was issued to DDC Engineering at the end of January under the Executive Director's signing authority to provide a separate analysis of the existing systems. The design and first phase of construction must be bid by May to allow for grant release in July.

A separate proposal will be presented to the Board for selection of an RPR, followed by a recommendation to award the first phase of construction, which will complete the initial \$3.5 million portion of the project. The overall estimated cost for the mechanical and electrical replacement project is \$11,800,000. Sufficient funding is available in the approved capital budget to cover this purchase order and the initial construction phase.

Staff recommends approval of a Purchase Order to DDC Engineering, Inc., the selected engineering firm for the mechanical and electrical design of the existing terminal rehabilitation project in an amount not to exceed \$670,500.00 and authorization for the Executive Director to execute said purchase order change order on behalf of Authority.

Item A-5 Recommendation to Approve Engineering Amendment No. 60 with Airport Engineering Company (AEC) for the Construction Administrative (CA) Services of the Northside Expansion Infrastructure Development NWC60 in an Amount not to Exceed \$35,000.

With the completion of the Taxiway M extension into the 60-acre parcel on the northside, the next phase of work is to clear the site and prepare it for inclusion into the secure perimeter of the airport.

Airport Engineering Company prepared drawings for the clearing of underbrush on the site and removal of invasive trees. The project includes the installation of security perimeter fencing and the required clearing inside the fence to meet the Federal Aviation Administration's Guidelines for Airport Facilities.

Last month, KCF Site Development was awarded a contract for the clearing and construction of the security perimeter fence. This amendment provides for Construction Administrative services as required for the project.

Budget for this work is available in the approved capital budget for this project, and it is funded 100 percent with a Florida Department of Transportation grant as part of the Northside Expansion project.

Staff recommends approval of the Engineering Amendment No. 60 with Airport Engineering Company (AEC) for the Construction Administrative (CA) Services of the Northside Expansion Infrastructure Development NWC60 in an amount not to exceed \$35,000.00 and authorization for the Executive Director to execute the amendment 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

December 31, 2025

	Year To Date Actual			
	12/31/2025	12/31/2024	\$ change	% change
Operating Revenue				
Airline Landing Fees	241,213	166,381	74,832	45%
Airline Service Fees	853,729	755,151	98,577	13%
Land & Bldg Lease Rents	2,867,690	2,686,402	181,288	7%
Terminal Rents	79,769	78,854	915	1%
Parking Lot Fees	576,608	531,123	45,485	9%
Car Rental Concessions	401,981	444,150	(42,169)	-9%
Restaurant Concessions	98,689	107,851	(9,162)	-8%
Mobile Home Park Rent	0	509,915	(509,915)	-100%
T-Hangar Rentals	7,398	21,450	(14,052)	-66%
Operating Grant Revenue	1,564	372	1,192	320%
Other	247,240	269,518	(22,278)	-8%
Total Operating Revenues	5,375,880	5,571,167	(195,286)	-4%
Operating Expense:				
Personnel Services	1,545,621	1,599,876	(54,255)	-3%
Contract Services	2,048,198	2,027,252	20,946	1%
Police & Fire Services	403,530	363,340	40,190	11%
Maintenance and Operations	1,349,554	1,172,234	177,320	15%
Other	32,481	80,863	(48,382)	-60%
Total Operating Expenses	5,379,385	5,243,565	135,820	3%
Operating Income (Loss)	(3,504)	327,602	(331,106)	
Non-Operating Revenue (Expense):				
Passenger Facility Charges	404,096	459,410	(55,313)	-12%
Customer Facility Charges	491,346	411,624	79,722	19%
CARES Grant Revenue	-	-	0	#DIV/0!
Gain (Loss) on Sale of Assets	2,941	4,477	(1,536)	-34%
Interest Income (Loss)	442,070	405,701	36,369	9%
Ad Valorem Tax Revenue	1,211,463	1,436,575	(225,111)	-16%
Ad Valorem Tax Expense	(1,216,633)	(1,446,212)	229,578	-16%
Interest Expense	(18,491)	(21,450)	2,959	-14%
Total Non-Operating Revenue (Expense)	1,316,792	1,250,124	66,668	
Net Income (Loss) Before Depreciation*	1,313,287	1,577,726		

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

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

	YTD Actual	Annual Budget	% of Budget
Operating Revenues:			
Airline Landing Fees	241,213	813,789	30%
Airline Service Fees	853,729	3,158,509	27%
Land & Bldg Lease Rents	2,867,690	12,647,798	23%
Terminal Rents	79,769	337,042	24%
Parking Lot Fees	576,608	2,579,624	22%
Car Rental Concessions	401,981	1,702,898	24%
Restaurant Concessions	98,689	340,000	29%
Mobile Home Park Rent	-	-	#DIV/0!
T-Hangar Rentals	7,398	-	#DIV/0!
Operating Grant Revenue	1,564	1,139	137%
Other	247,240	765,029	32%
Total Operating Revenues	5,375,880	22,345,828	24%
Operating Expense:			
Personnel Services	1,545,621	7,057,972	22%
Contract Services	2,048,198	8,357,480	25%
Police & Fire Services	403,530	1,595,037	25%
Maintenance and Operations	1,349,554	8,162,672	17%
Other	32,481	230,000	14%
Total Operating Expenses	5,379,385	25,403,161	21%
Operating Income (Loss)	(3,504)	(3,057,333)	
<u>Non-Operating Revenue (Expense):</u>			
Passenger Facility Charges	404,096	1,340,751	30%
Customer Facility Charges	491,346	1,756,076	28%
CARES Grant Revenue	-	-	#DIV/0!
Gain (Loss) on Sale of Assets	2,941	-	#DIV/0!
Interest Income (Loss)	442,070	2,374,409	19%
Ad Valorem Tax Revenue	1,211,463	2,083,162	58%
Ad Valorem Tax Expense	(1,216,633)	(1,973,871)	62%
Interest Expense	(18,491)	(239,891)	8%
Total Non-Operating Revenue (Expense)	1,316,792	5,340,636	
Net Income (Loss) before			
Depreciation, Transfers, and Capital Contributions	1,313,287	2,283,303	
Depreciation Expense	-	-	
Machinery and Equipment	(210,856)	(936,000)	23%
FAA Equipment Grant	-	-	#DIV/0!
Intra Transfer to Airport Capital	-	(2,292,534)	0%
Net Income (Loss) After Transfers	1,102,431	(945,231)	

Melbourne Orlando International Airport
Top 10 Operating Revenues
12/31/2025

Rank	Description	YTD FY 2026	FY 26 % of Total Rev	YTD FY 2025	FY 25 % of Total Rev	\$ Change	% Change
1	Airfield Facilities Rental	1,581,118	29%	1,508,957	27%	72,161	5%
2	Commercial Business Center Rent	977,707	18%	883,890	16%	93,817	11% A
3	Ground Handling Revenue	596,646	11%	536,082	10%	60,564	11% D
4	Parking Revenue	576,608	11%	531,123	10%	45,485	9% B
5	Car Rental Concession	401,981	7%	444,150	8%	(42,169)	-9%
6	Terminal Rent-Airline	272,028	5%	233,695	4%	38,333	16% C
7	Landing Fees	241,213	4%	166,381	3%	74,832	45% D
8	Hangar Rent	214,765	4%	214,765	4%	-	0%
9	Terminal Concessions	98,689	2%	107,851	2%	(9,162)	-8%
10	Security Fees	43,150	1%	29,690	1%	13,460	45% E
Total Top 10 Operating Revenue		5,003,905	93%	4,656,584	84%	347,321	
Other Operating Revenue		371,975	7%	914,583	16%	(542,608)	-59%
Total Operating Revenue		5,375,880	100%	5,571,167	100%	(195,287)	-4%

A Increase due to the addition of a new lease (Poseidon Medical) and to several CPI adjustments on leases that occurred mid-year in 2025.

B Increase is due to rate adjustment that went into effect 10/1/25 where daily maximum rate increased from \$14 to \$16 per day.

C Revenue is higher due to several rate adjustments that went into effect in October for office spaces, ticket counter space, and gate use. In addition, staff verified the amount of space used by the airlines for leased ticket counter space that resulted in an increase in revenue.

D Revenue is higher primarily due to the incentive period ending for TUI in April 2025, so they paid for 2 full months this year compared to no fees at the same time last year.

E Increase is due to rate adjustments that went into effect 10/1/25 where new badge rate increased from \$77 to \$80 per badge and a renewed badge increased from \$35 to \$38. These increases were to cover the increased cost TSA charges to perform background checks before a badge is issued. FY 26 also had higher volumes of new badging due to new tenants (DFJ) and increase Airport project activity for In-Line Baggage and Taxiway A projects.

Melbourne Orlando International Airport
Top 10 Operating Expenses
12/31/2025

Rank	Description	YTD FY 2026	FY 26 % Operating Expense	YTD FY 2025	FY 25 % Operating Expense	\$ change	% change
1	Personnel	1,545,621	29%	1,599,876	31%	(54,255)	-3%
2	Other Contract Services	1,495,713	28%	1,436,214	27%	59,499	4%
3	Fire Services	389,331	7%	361,311	7%	28,020	8%
4	Contractual Employee	274,873	5%	295,081	6%	(20,208)	-7%
5	Risk Management	217,238	4%	149,484	3%	67,754	45% A
6	Electric	189,578	4%	199,127	4%	(9,549)	-5%
7	Consulting Fees	145,086	3%	156,797	3%	(11,711)	-7%
8	Special Events	129,023	2%	16,784	0%	112,239	669% B
9	Security	87,299	2%	50,963	1%	36,336	71% C
10	R&M-A/C	72,581	1%	37,288	1%	35,293	95% D
Total Top 10 Operating Expense		4,546,343	85%	4,302,925	82%	243,418	
Other Operating Expense		833,042	15%	940,640	18%	(107,598)	-11%
Total Operating Expense		5,379,385	100%	5,243,565	100%	135,820	3%

A The primary component of this expense, an indirect cost allocated by the City, is premiums paid for property insurance for Airport-owned buildings. The significant increase in expense is due to higher premiums that resulted from the terminal expansion as 86,000 square feet was added to the terminal facility. There was a lag in when the space came on line and when the insurer increased the premium for the space.

B Increase is due to: 1) April Honor Flight Sponsorship (\$20k); Oct & Nov Honor flights (\$9k); Tony Jannus gala sponsorship(\$10k) and scholarship (\$4,500); FIT Homecoming sponsorship (\$5k); Airline Roundtable (\$50k).

C Security expense increase was partially due to extension of fiber to the cargo building in FY 26 to improve operation and reliability of the security gate and cameras. This expenditure did not meet capitalization threshold so it was expensed. Additionally, the TSA increased the cost assessed to perform background checks for badge applicants before a badge is issued.

D Increase is primarily due to rental of a portable chiller unit after 1 chiller stopped functioning back in July. Note that the rent was \$14k/month through October but dropped to \$8k in November as part of the Airport's agreement to purchase the unit (purchase was completed in December after approval by Board). Remaining increase is due to change in A/C maint companies-went into effect in April 2025; prior contract was less as it had a different scope that wasn't as extensive as current contract.

Melbourne Orlando Int'l Airport
Cash Flow Projection
2/4/2026

	January-26	February-26	March-26	April-26	May-26	June-26	July-26	August-26	September-26	October-26	November-26	December-26
Beginning Cash/Investment Balance	\$ 34,481,657	\$ 34,842,697	\$ 35,555,447	\$ 33,850,471	\$ 31,000,944	\$ 31,454,349	\$ 27,521,035	\$ 29,651,734	\$ 26,621,819	\$ 28,459,146	\$ 27,115,254	\$ 25,208,927
Operating Revenue	3,167,487	2,093,113	2,093,113	2,093,113	2,093,113	2,093,113	2,093,113	2,093,113	2,093,113	2,093,113	2,093,113	2,093,113
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	221,212	221,212	221,212	221,212	221,212	221,212	221,212	221,212	221,212	221,212	221,212	221,212
Operating Expense:												
Liability Insurance						(20,000)	(92,051)					
Personnel	(581,472)	(581,472)	(581,472)	(581,472)	(581,472)	(581,472)	(581,472)	(581,472)	(581,472)	(581,472)	(581,472)	(581,472)
TUI Marketing Incentive Payment						(25,000)	(25,000)	(25,000)				
Debt Payment (Interest)					(110,945)						(110,945)	
Maintenance and Operations Expense	(1,479,425)	(1,479,425)	(1,479,425)	(1,479,425)	(1,479,425)	(1,479,425)	(1,479,425)	(1,479,425)	(1,479,425)	(1,479,425)	(1,479,425)	(1,479,425)
Ad Valorem Tax Payment											(3,435,174)	
Net Increase (Decrease) in Cash Flow from Operations	1,300,531	438,512	226,157	804,305	115,212	181,157	109,106	201,157	226,157	226,157	(3,319,962)	226,157
Total Capital Outlay	(2,302,840)	(2,475,000)	(4,510,000)	(5,393,772)	(5,380,706)	(6,353,000)	(6,330,000)	(6,200,000)	(6,517,280)	(4,768,000)	(4,627,392)	(4,500,000)
Principal Payment-Outstanding Debt					(1,842,000)							
Total Capital Grant Revenue	1,182,805	2,557,517	2,350,517	1,475,000	7,265,791	1,962,500	8,067,311	2,687,500	7,861,311	2,918,640	5,773,113	1,950,000
PFC Collections (Reimbursement of Eligible Costs)	78,165	83,004	98,863	114,704	127,765	119,505	123,078	121,842	115,656	120,926	115,992	121,250
CFC Collections	102,379	108,717	129,488	150,236	167,343	156,524	161,204	159,585	151,483	158,385	151,922	158,809
Net Increase (Decrease) in Cash From Capital and Debt	(939,490)	274,238	(1,931,133)	(3,653,832)	338,193	(4,114,471)	2,021,594	(3,231,072)	1,611,171	(1,570,049)	1,413,635	(2,269,941)
Beginning Cash/Investments	34,481,657	34,842,697	35,555,447	33,850,471	31,000,944	31,454,349	27,521,035	29,651,734	26,621,819	28,459,146	27,115,254	25,208,927
Ending Cash/Investments	34,842,697	35,555,447	33,850,471	31,000,944	31,454,349	27,521,035	29,651,734	26,621,819	28,459,146	27,115,254	25,208,927	23,165,142

Melbourne Orlando Int'l Airport
Cash Flow Projection - Capital Exp and Grant Revenue
2/4/2026

Capital Project Expenditures	Total Cost	Prior Expend	January-26	February-26	March-26	April-26	May-26	June-26	July-26	August-26	September-26	October-26	November-26	December-26
Term Upgrade-Restrooms Gate Belt etc	5,263,158	(4,362,011)	(12,796)	(30,000)	(150,000)	(208,772)								
Term Upgrade-Fire Sprinkler/Plumbing	5,959,412	(2,153,553)	(424,568)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(250,000)	(250,000)			
In Line Baggage System-Construction	37,475,966	(6,696,100)	(1,630,278)	(900,000)	(2,250,000)	(2,250,000)	(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	5,535,958													
Northside Exp-NW Inf Dev-Prop-Acop	250,000	(9,210)	(3,967)	(25,000)	(25,000)	(25,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)			
Northside Exp Infra Dev-NWC60	3,500,000	-	(40,733)	(50,000)	(300,000)	(350,000)	(350,000)	(100,000)						
Taxiway A Rehab	42,483,962	(13,379,620)	(168,581)	(1,000,000)	(1,000,000)	(1,500,000)	(1,500,000)	(2,500,000)	(2,500,000)	(2,500,000)	(2,500,000)	(2,000,000)	(2,000,000)	(2,000,000)
Terminal Signage/Elevator Upgrades	380,000	(86,440)		(10,000)	(70,000)									
Equipment Purchases	1,131,000	(210,856)	(2,189)		(55,000)	(210,000)	(195,000)	(48,000)	(125,000)	(70,000)	(300,000)	(68,000)		
T-Hangar Infrastructure Development	3,000,000	(12,720)		(100,000)	(300,000)	(300,000)	(300,000)	(500,000)	(500,000)	(500,000)	(487,280)			
Roof Replacement-1135 W. Nasa	700,000									(250,000)	(350,000)	(100,000)		
Terminal Atrium Roof Replacement	1,000,000	(32,880)	(19,728)	(60,000)	(60,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(127,392)	
Parking Lot Lighting	100,000							(50,000)	(50,000)					
Concourse Seating/Elec Upgrade	450,000							(225,000)	(225,000)					
Parking Lot Rehab-Woody Burke	300,000	(44,294)				(150,000)	(105,706)							
Total Capital Outlay			(2,302,840)	(2,475,000)	(4,510,000)	(5,393,772)	(5,380,706)	(6,353,000)	(6,330,000)	(6,200,000)	(6,517,280)	(4,768,000)	(4,627,392)	(4,500,000)
Grant Revenue														
FAA Grant 62 Restrooms/Gate/Belt/etc	5,000,000	4,146,504			40,656		340,833	-		-				
FDOT Restrooms/Gate/Belt/Flooring/etc	131,000	109,119			1,070		8,969	-		-		-		
FAA-Fire Sprinklers-Grnt 60	5,363,470	1,766,504	474,195		270,000		540,000		540,000		495,000	225,000		
FDOT Fire Sprinklers	297,971	41,253		26,344	15,000		30,000		30,000		27,500	12,500		
TSA OTA-In Line Baggage Sys Const	22,045,401	2,856,590	-	1,574,100	476,321		2,381,603		2,646,225		2,646,225		2,646,225	
FAA-In Line Baggage Grnts 63/65	6,154,543	1,791,201	694,562	451,389	381,312		1,906,558		1,773,398		1,656,398			
FDOT-In Line Baggage Grant	4,000,000	85,463	14,048	38,587	19,066		95,328		290,189		348,689		1,176,888	
NORTHSIDE EXPANSION GRANTS														
FDOT (NW Infra Dev-NWC60)	3,500,000	-			90,733	300,000	350,000	350,000	100,000					
FDOT T Hangar Infra Dev Grant	1,500,000				56,360	150,000	150,000	150,000	250,000	250,000	250,000	243,640		
FAA Taxiway A Rehab-Grnt 59/64	13,267,370	11,631,670		208,876	900,000	526,824								
FAA Taxiway A Rehab-Grnt 66	26,574,914	-		240,294	50,000	423,176	1,425,000	1,425,000	2,375,000	2,375,000	2,375,000	2,375,000	1,900,000	1,900,000
FDOT Taxiway A Rehab-Design/Ph 1	770,410	652,872		11,604	50,000	50,000								
FDOT Taxiway A Rehab-Phase 2	800,000	-		6,323		25,000	37,500	37,500	62,500	62,500	62,500	62,500	50,000	50,000
Total Grant Revenue			1,182,805	2,557,517	2,350,517	1,475,000	7,265,791	1,962,500	8,067,311	2,687,500	7,861,311	2,918,640	5,773,113	1,950,000

**MELBOURNE ORLANDO INTERNATIONAL AIRPORT (MLB) MONTHLY ACTIVITY REPORT
JANUARY 2026**

	2026	2025	MO CHANGE (%)	2026YTD	2025 YTD	YTD CHANGE (%)
PASSENGERS						
Revenue PAX - Domestic						
Enplaned	20,669	20,046	3.1%	20,669	20,046	3.1%
Deplaned	20,093	19,887	1.0%	20,093	19,887	1.0%
Total Revenue PAX - Domestic	40,762	39,933	2.1%	40,762	39,933	2.1%
*Revenue PAX - Int'l						
Enplaned	154	45	242.2%	154	45	242.2%
Deplaned	192	268	-28.4%	192	268	-28.4%
Total Revenue PAX - Int'l	346	313	10.5%	346	313	10.5%
Non-Revenue PAX						
Enplaned	586	667	-12.1%	586	667	-12.1%
Deplaned	681	648	5.1%	681	648	5.1%
Total Non-Revenue PAX	1,267	1,315	-3.7%	1,267	1,315	-3.7%
Total PASSENGERS	42,375	41,561	2.0%	42,375	41,561	2.0%
AIRCRAFT OPERATIONS						
Air Carrier	551	536	2.8%	551	536	2.8%
Air Taxi	380	137	177.4%	380	137	177.4%
General Aviation - Itinerant	9,850	9,024	9.2%	9,850	9,024	9.2%
General Aviation - Local	2,390	2,922	-18.2%	2,390	2,922	-18.2%
Military	102	64	59.4%	102	64	59.4%
Total OPERATIONS	13,273	12,683	4.7%	13,273	12,683	4.7%

*Includes Data from US Customs for General Aviation Passengers



MELBOURNE AIRPORT AUTHORITY BOARD

Minutes January 28, 2026

Board Meeting Airport Board Room

In Attendance: Mr. William C. Potter, Chairman
The Honorable David Neuman, Councilmember
Mr. Michael Fischer, Member
Mr. Brent Peoples, Member
Mr. Dan Schwinn, Member
Mr. Adam Bird, Attorney
Mr. Greg Donovan, A.A.E., Executive Director
Mr. Clifford Graham, C.M., Director of Operations & Maintenance
Mr. David Perley, A.I.C., Director of Capital Improvements
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
Ms. Renee Purden, Chief of Police/Director of Public Safety
Mr. Scott Mostert, Captain, Melbourne Airport Police Department

Absent: The Honorable Paul Alfrey, Mayor
The Honorable Mark LaRusso, Councilmember

Pledge of Allegiance

Airport Announcements by Executive Director Greg Donovan

MLB Holiday party was held at the Hyatt Hotel on December 11, 2025.

Delta Air Lines moved to Gate 7 on January 8th, 2026.

Whitebird Law hosted a General Council Forum on January 23rd, 2026.

Space Coast Honor Flight season starts on April 11, 2026, with four other events scheduled throughout the year.

MAPD land clearing and trash removal was completed at several locations off NASA Blvd.

Welcome to Sergeant Jackie Hughes, MAPD, along with Shalisha Austin and Stephanie Cardenas, Badging Office.

Executive Director’s Recognition Leadership Excellence Award

Congratulations to Shushana Phillips, Badging Supervisor, on receiving this month’s award.

Action Items

Item A-1 Approval of the minutes for the December 10, 2025, Regularly Scheduled Board Meeting.

Approval of the December 10, 2025, board meeting minutes. A motion was made by Mr. Peoples for approval of the minutes, seconded by Mr. Neuman. Motion passed unanimously.

Item A-2 Recommendation to Approve a Purchase Order to Garber Chevrolet GMC for a 2026 Chevrolet Tahoe for \$75,912.

Mr. Donovan explained that the Business Development team often uses an Airport vehicle to provide tours and show prospective tenants property around the airport and the current 2017 Chevrolet Tahoe is nearing the end of its useful service life and needs to be replaced. Airport staff has obtained pricing for the vehicle with the desired specifications through a cooperative purchasing contract. The vehicle will be purchased through the Florida Sheriff's Association Contract FSA25-VEL.330 with Garber Chevrolet GMC of Green Cove Springs. There is sufficient budget available for this equipment purchase in the approved budget.

Staff recommends approval of a Purchase Order to Garber Chevrolet GMC for the purchase of this vehicle at a total cost of \$75,912.

A motion was made by Mr. Neuman to approve a Purchase Order to Garber Chevrolet GMC for a 2026 Chevrolet Tahoe in the amount of \$75,912, seconded by Mr. Peoples. Motion passed unanimously.

Item A-3 Recommendation to Approve a Contract for the Northside Expansion Infrastructure Development – NWC-60 to the Lowest Responsive Qualified Bidder, KCF Site Development, LLC in the Amount of \$499,420.

Mr. Donovan explained that the Northside Expansion Infrastructure Development into the 60-acre parcel has had preliminary taxiway work done on it with completion of the Taxiway M extension, however, there is still a lot of preparation work to complete before the grant is closed out. Mr. Donovan states the next phase of work is to clear the site and prepare it for inclusion into the secure perimeter of the airport.

The contract went out to bid with six responsive bidders, ranging from \$499,420 to \$1,194,752. The two lowest bids were close within 4.3 percent. The low bidder, KCF Site Development LLC., is familiar with staff and has performed many projects at the airport. Mr. Donovan explained this is funded 100 percent with a Florida Department of Transportation (FDOT) grant as this is part of the Northside Expansion project. The scope of work includes clearing, fencing, and infrastructure for CCTV cameras and gate controllers.

Staff recommends approval of a contract for the Northside Expansion Infrastructure Development – NWC-60 to the Lowest Responsive Qualified Bidder, KCF Site Development, LLC in the Amount of \$499,420, and authorization for the Executive Director to execute said contract on behalf of the Authority.

Mr. Fischer asked if the property is ready to go with no gopher tortoises, in which Mr. Donovan advised that the environmental portion is already in process with the relocation.

Mr. Potter asked if this would exhaust the FDOT grant, in which Mr. Donovan replied that there will still be small scope of security gates and cameras that will be completed using the grant funds.

A motion was made by Mr. Fischer to approve a Contract for the Northside Expansion Infrastructure Development – NWC-60 to the lowest responsive qualified bidder, KCF Site Development, LLC, in the amount of \$499,420, seconded by Mr. Neuman. Motion passed unanimously.

Item A-4 Recommendation to Approve an Other Transaction Agreement with the Transportation Security Administration for Two K-9s for the Melbourne Airport Police Department.

Mr. Donovan explained the Melbourne Airport Authority Police Department (MAPD) has been working over the past 12 years in pursuing a K-9 program for the Airport. Mr. Donovan stated this is an Other Transaction Agreement (OTA) with the Transportation Security Administration (TSA). The two MAPD Officers and two K-9s will go through a three-month training course. Airport staff plans to seek funding for associated costs such as veterinarian care, equipment and on-going training. There are no additional personnel expenses since these are existing officers of the MAPD.

Mr. Donovan explained the OTA is a two-year base agreement commencing upon approval and terminating on December 31, 2027, with renewal periods to follow. The TSA and MAPD have the right to terminate the agreement with 30 days' written notice. Mr. Donovan stated the MAA's existing FY 2026 budget can absorb the cost of this, and the working FY 2027 budget will include this being covered.

Chief Purden stated the addition of the K-9 program will help support, protect, and enhance the security of the Airport, along with the tenants on site.

Staff recommends approval of the Other Transaction Agreement with the Transportation Security Administration for Two K-9s for the Melbourne Airport Police Department.

Mr. Peoples asked what the FY 2027 cost is projected for. Mr. O'Dell replied that this is estimated at \$200,000 with the net being \$50,000 due to the personnel already being paid.

A motion was made by Mr. Peoples to approve an Other Transaction Agreement with the Transportation Security Administration for Two K-9s for the Melbourne Airport Police Department, seconded by Mr. Neuman. Motion passed unanimously.

Item A-5 Recommendation to Approve a Purchase Order Issued to Cocoa Ford for Two, 2026 Ford F-150 Police Responder Crew Cab Vehicles in the Amount of \$101,471.30.

Mr. Donovan explained specific vehicles are needed to accommodate the two K-9 dogs through the Other Transaction Agreement (OTA) with the Transportation Security Administration. The Florida Sheriff's Association Contract FSA25-VEL.330 was found to be the best value for acquisition of two, 2026, F-150 Police Responder Crew Cab 4x4 vehicles costing \$50,735.65 each through the awarded vendor, Cocoa Ford of Cocoa, FL. Mr. Donovan explained the current budget will cover these equipment purchases along with vehicle outfitting, using available contingency.

Staff recommends approval of a Purchase Order to Cocoa Ford for two, 2026 Ford F-150 Police Responder Crew Cab Vehicles in the Amount of \$101,471.30.

A motion was made by Mr. Neuman to approve a Purchase Order to Cocoa Ford for two, 2026 Ford F-150 Police Responder Crew Cab Vehicles in the Amount of \$101,471.30, seconded by Mr. Peoples. Motion passed unanimously.

Information Items

Item I-1 Financial Update

Mr. O'Dell presented the financial report through November 30, 2025.

Item I-2 Operations

Mr. Graham explained that the contractor completed the Taxiway A Rehabilitation Phase 2.1C, which required the closure of access to the airfield for tenant Lone Peak. The work was coordinated with the tenant and planned with AVCON and executed through the contractor Ranger Construction. Phase 2.1B of the Taxiway A Rehabilitation started on December 1, 2025, and is expected to be completed February 6, 2026.

Mr. Graham stated Phase 2.1A and 2.2A will begin February 8, 2026, and includes reconstruction of the taxiway connectors A1, L, Q and V. These all connect to the main air carrier runway, 9R/27L, and as a result the runway will be closed. This closure will take place from 8:00 p.m. to 6:00 a.m. During the closure, commercial air carrier operations will transition to the alternate air carrier runway 9L/27R. The nighttime closure has been carefully coordinated with the air carriers with no airline schedule disruptions. The completion of these two phases is expected on May 5, 2026.

Mr. Graham explained the operations Annual Part 139 Certification Inspection was scheduled to begin January 28, 2026, however due to the prior week's weather, the FAA was unable to travel. This has been rescheduled for March 4 through March 6, 2026. The Operations and Maintenance team has worked hard to prepare for this inspection and will continue to be prepared for the new inspection dates.

Item I-3 Construction Projects Update

In-Line Baggage System

All airlines have been relocated to temporary trailers and are currently up and running. The first two baggage scanners have been relocated to the temporary facility, and the connecting belts are currently being installed. The temporary facility will "go live" the week of February 23. Delivery of the new EDS scanners is complete and are currently stored off-site until they are ready for installation in mid this year. Permitted drawings are expected any day now from the Building Department. Completion of this project is January 2027.

Existing Terminal Terrazzo Flooring

Punch out of the terrazzo flooring continues. This work should be completed by the end of February.

Existing Terminal Ceilings - Ticketing

All ceilings are complete. New lights have been installed, along with the new PA system and fire sprinklers. Punch out of the ceiling has begun and is expected to be completed by the end of February.

Existing Terminal Public Address System

The PA System installation is complete in the ticketing area, domestic concourse, car rental and baggage claim. The head end equipment has been tied into the PA system installed during the expansion and renovation project making for one overall PA system. Integration of the PA system is on-going with zone set-up, speaker volumes and tying into the airport phone system. All PA system work is expected to be complete and programmed by the end of February.

Terminal Fire Sprinklers

Fire sprinklers are complete in the car rental and baggage claim area. Fire sprinklers within the In-Line Baggage Facility will begin after the demolition is complete. There will be a break in the installation of the fire sprinkler system until the atrium skylight is replaced. Once the atrium is complete, the obligation to the City's Building Department will be complete as fire sprinklers within the existing terminal will have been completed.

Terminal Skylight Replacement

Designers have completed the design of the atrium skylight. Documents for bidding are being prepared and are expected to be out this week. Bids are expected for a February Board. Notice to proceed will follow the approval. Installation of the skylight is expected to be completed by October.

T-Hangar Demolition and Infrastructure

Demolition of the T-hangars has begun. Several of the hangars have been demolished and removed. Concrete slabs and foundations removal have begun. Contractor expected to be completed by the middle of February.

Taxiway A Rehabilitation Phase 2

Phase 2 of the taxiway project has begun. The first two sub-phases are underway and are expected to be completed by February 8. Shoulder widening at the far west end is currently being paved. Taxiway L (Lima) is being renovated at the connection to both Taxiway A and the main runway. A portion of this work will be performed at night, which will begin in February. Completion of the west end of Taxiway A is expected in March, just prior to the start of the TUI season. Airlines have been notified, and arrangements have been made for aircraft and schedules. This project will be completed in the first quarter of 2027.

Item I-4 Business Development and Marketing Update

Mr. Busalacchi stated the feedback received on social media for the 2025 Holiday events throughout the airport was positive. This included carolers, Santa Clause, and airport staff singing holiday songs in the terminal.

Mr. Busalacchi explained the visitor quality on the new MLB website improved over 2025, with guests spending more time on the website with the new search flights section. Follower growth and engagement have increased steadily over the year. Mr. Busalacchi stated the FLYmlb.com website was secured and will be cross marketed with the current MLBair.com website.

Mr. Busalacchi stated MLB is working on a new brand awareness advertising campaign through The Quotient Group which includes a two-phase approach with Phase 1 for inbound brand awareness, and Phase 2 for outbound brand awareness. It will be a combination of online advertising, streaming, and radio/TV.

Adjournment

This meeting was adjourned by Chairman William Potter at 9:35 a.m.

PREPARED BY:

Misty Dawn White – Accounts Clerk

SUBMITTED BY:

Greg Donovan, A.A.E.
Executive Director

APPROVED BY ACTION OF AIRPORT AUTHORITY:

William C. Potter, Chairman