

# City of Melbourne



City Hall • 900 E. Strawbridge Avenue, Melbourne, FL 32901  
(321) 608-7200 • Fax (321) 608-7219

## CITY COUNCIL AGENDA

### SPECIAL MEETING/PUBLIC HEARING

**September 20, 2017 ♦ 6:30 P.M.**

**(Rescheduled from September 14, 2017 due to Hurricane Irma)**

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In accordance with the provisions of Article II, Section 2.09 of the Charter of the City of Melbourne, Florida, the City Manager hereby calls a Special Meeting of the City Council, to be held in the Council Chamber at 900 East Strawbridge Avenue on Wednesday, September 20, 2017 at 6:30 p.m.

In accordance with Council policy, the roll call vote rotates each meeting. During this meeting, the vote will be Districts One through Six except that the Mayor will vote last as provided by City Code and the Vice Mayor will vote second to last.

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1. Pledge of Allegiance
2. Roll Call
3. **COUNCIL ACTION RE:** Review of the FY 2017-2018 Proposed Budget (Public Comments on the Proposed Budget and Millage Rate will follow introduction by Staff and review by City Council).
4. **COUNCIL ACTION RE:** Adoption of a Proposed FY 2017-2018 Millage Rate
5. **COUNCIL ACTION RE:** Adoption of the FY 2017-2018 Proposed Budget

*Council will convene as the Melbourne Downtown Community Redevelopment Agency for the following item:*

6. **COUNCIL ACTION RE:** Adoption of the Proposed FY 2017-2018 Melbourne Downtown Redevelopment Fund Budget.

*Council will convene as the Babcock Street Community Redevelopment Agency for the following item:*

7. **COUNCIL ACTION RE:** Adoption of the Proposed FY 2017-2018 Babcock Street Redevelopment Fund Budget.

*Council will convene as the Olde Eau Gallie Riverfront Community Redevelopment Agency for the following item:*

8. **COUNCIL ACTION RE:** Adoption of the Proposed FY 2017-2018 Olde Eau Gallie Riverfront Community Redevelopment Fund Budget.

*Council will reconvene for the remaining item.*

9. Adjournment

No other business may be brought before this meeting.

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public that: if a person decides to appeal any decision made by the City Council with respect to any matter considered at its meeting or hearing, he will need a record of the proceedings, and that for such purpose, affected persons may need to insure 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 City Manager's Office at least 48 hours prior to the meeting.



MEMORANDUM

**TO:** Mayor and Council

**FROM:** Michael A. McNees, City Manager

**DATE:** September 7, 2017

**SUBJECT: AGENDA REPORT - SPECIAL MEETING OF SEPTEMBER 20, 2017**

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We will be having a Special Meeting at 6:30 p.m., Wednesday, September 20<sup>th</sup>, to conduct a Public Hearing to adopt the proposed millage rate and tentative budget for Fiscal Year 2017-2018.

In accordance with the TRIM requirements, the millage rate must be adopted prior to adoption of the tentative budget. This does not preclude a discussion and consideration of the budgetary issues; however, at the September 20<sup>th</sup> and 28<sup>th</sup> meetings the millage rate must be acted upon first.

In addition, in accordance with statutory requirements imposed on redevelopment agencies, City Council will convene separately as the Downtown CRA, Babcock CRA and Eau Gallie CRA to adopt the tentative budgets for the respective CRAs.

Respectfully submitted,

A handwritten signature in black ink that reads "Michael A. McNees".

Michael A. McNees  
City Manager



<b>DEPARTMENT: Financial Services</b>	Reading No.	1
	Public Hearing	Yes
	Disclosure Required	No
	<b>Item No.</b>	<b>3</b>

**SUBJECT:** Review of the 2017-18 Proposed Budget (Public Comments on the Proposed Budget and Millage Rate will follow an introduction by staff and review by City Council)

**BACKGROUND/CONSIDERATION**

A brief overview of the Budget will be presented at the meeting.

At the July 31, 2017 Budget Workshop, Council tentatively approved a millage rate of 7.1878 mills, which is the rolled-back rate. This is considered neither a tax decrease or tax increase.

This is a discussion item; no action is required at this time.

**FISCAL IMPACT (IF APPLICABLE)**

N/A

**REQUESTED ACTION**

N/A



<b>DEPARTMENT: Financial Services</b>	Reading No.	1
	Public Hearing	Yes
	Disclosure Required	No
	<b>Item No.</b>	<b>4</b>

**SUBJECT**  
Adoption of a Proposed Millage Rate

**BACKGROUND/CONSIDERATION**

Pursuant to Section 200.065, Florida Statutes (F.S.), the City has prepared a tentative budget and computed a proposed millage rate of 7.1878 per \$1,000 of assessed property value. The proposed millage rate of 7.1878 mills was tentatively approved by Council at the July 31, 2017 Special Meeting. This is the rolled back rate and is 6.51% less than the current millage rate of 7.6886. The rolled back rate is the tax rate that in accordance with State law is neither a tax increase nor a tax decrease.

In accordance with the TRIM requirements, the millage rate must be adopted prior to adoption of the Proposed Budget. This does not preclude discussion and consideration of the budgetary issues; however, at the September 20<sup>th</sup> and 28<sup>th</sup> meetings the millage rate must be acted upon first.

The proposed millage rate requires a majority vote of Council in accordance with the Maximum Millage requirements of F.S. 200.065. The Maximum Millage calculation is based on the City's historic millage rates. As a reminder, Council cannot increase the millage rate at this time, but may decrease it.

**FISCAL IMPACT (IF APPLICABLE)**  
The proposed millage rate of 7.1878 mills requires a majority vote of Council for approval. The proposed rate will generate \$30,920,019.

**REQUESTED ACTION**  
Recommend adoption of the proposed millage rate of 7.1878 per \$1,000 of assessed property value for the 2017-2018 Fiscal Year, which is the rolled back rate, and is 6.51% less than the 2016-2017 Fiscal Year millage rate of 7.7668 mills.



<b>DEPARTMENT: Financial Services</b>	Reading No.	1
	Public Hearing	Yes
	Disclosure Required	No
	<b>Item No.</b>	<b>5</b>

**SUBJECT**

Adoption of the 2017-2018 Proposed Budget with Revisions

**BACKGROUND/CONSIDERATION**

Preliminary approval of the 2017-2018 Proposed Budget was given at the July 31, 2017 Special Meeting. The Proposed Budget was prepared using the rolled back millage rate of 7.1878 per \$1,000 of assessed property value, or 7.1878 mills. The following paragraphs summarize the changes made since the preliminary budget was presented to Council at its July 31<sup>st</sup> meeting.

**A. Airport Fund.** Recommend that the Airport Fund be added to the Proposed Budget at the September 14th meeting. Subsequent to the Special Meeting, the Airport submitted their budget request of \$23,794,043. The Airport Authority approved their Proposed Budget at their regular meeting on August 23, 2017. A copy of the Airport's final budget is found in Attachment A.

**B. Changes to City Budget.** As outlined on Attachment B, recommended revisions include:

- Add \$200,000 to the General Fund budget from Unassigned Fund Balance for transfer to the Golf Course Fund to support operations.
- Add \$200,000 to the Golf Course Fund.
- Reduce incremental tax revenue in each of the three Community Redevelopment Funds due to Brevard County's lower millage rate. The combined revenue reduction is \$45,184.

**FISCAL IMPACT (IF APPLICABLE)**

The total revisions to the proposed City budget described above increase the total city budget by \$24,148,859, including the airport. A summary of the tentative 2017-2018 budget, along with recommended revisions is found on **Attachment C**.

**REQUESTED ACTION**

Recommend adoption of the 2017-18 Proposed Budget with revisions, of \$185,100,420.

## Attachment A

<b>Airport Fund</b>	
<b>Total Revenues</b>	<b>\$ 23,794,043</b>
Administration	\$ 5,877,873
Airport Police	1,977,360
Marketing	1,781,206
Airfield	2,824,070
Terminal Building	2,077,726
Commercial Business Center	2,113,429
Tropical Haven	816,979
International	383,810
Parking	385,480
Ground Handling	2,694,031
Airport Fire Services	1,193,079
Capital Improvements	1,669,000
<b>Total Expenditures</b>	<b>\$ 23,794,043</b>



DATE: August 23, 2017

TO: Chairman and Members of the Melbourne Airport Authority

FROM: Greg Donovan, A.A.E.  
Executive Director  
Orlando Melbourne International Airport (MLB)

**INTRODUCTION**

Enclosed for your consideration is the Melbourne Airport Authority’s proposed balanced budget for Operating and Capital expenses for the fiscal year beginning October 1, 2017 and ending September 30, 2018. The preliminary Operating and Capital Budget was presented to the Authority Board on July 26, 2017. If the budget is approved at the Melbourne Airport Authority board meeting on August 23, 2017, it will be forwarded to the City of Melbourne (City) to be included in the City’s budget for public hearings. The hearings are scheduled to be held on September 14, 2017 and September 28, 2017. The budget will be finalized and adopted by City Council September 28, 2017.

Per Section 6-101, fiscal matters, the Airport is required to prepare a budget in the format required by the City. To this end, you may notice that personnel is referred to as “personal” in some instances.

The Airport Fund budget is consistent with the City of Melbourne’s presentation of Enterprise Funds such as the Water, Sewer and Golf Course funds. The Airport has two major funds for Operating and Capital Projects. The Operating Budget is for day-to-day operations and the Capital Projects Budget is designed to track projects that will take longer than one year to complete.

The Airport has made a number of operational changes during fiscal year ending September 30, 2017. These operational changes are reflected in the current and proposed budgets. Ground Handling, Above Wing and Passenger Service agents provide services to airlines, and they were previously reported and accounted for in three departments. Currently, these functions are under contract with Menzies and have been combined into the Ground Handling Department. Additionally, the Airport is no longer operating the restaurant. Restaurant revenue and expenses were previously recorded in the Food Services Department. Since this department is now a concession, the concession revenue is recorded in the terminal along with other concession revenue.

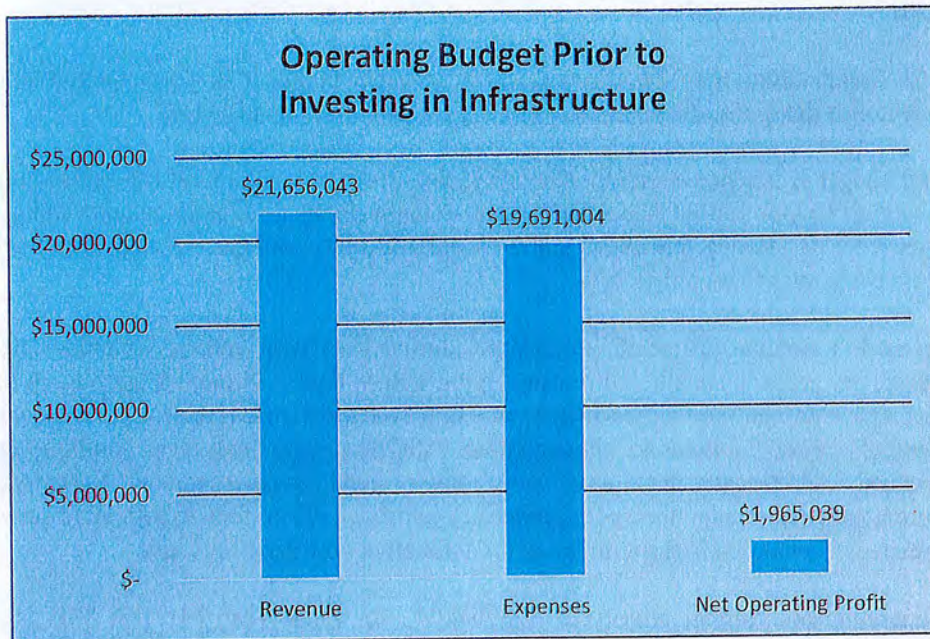
The proposed operating and capital projects is \$23,794,043 for fiscal year 2017-18. This is a decrease of \$39,471,583 from the revised budget for fiscal year 2016-17 primarily due to reductions in capital projects.

	<b>Revised</b>	<b>Proposed</b>	
	Fiscal Year 2016-17	Fiscal Year 2017-18	% Change
Operating Budget	\$ 27,133,593	\$ 22,125,043	-22.6%
Capital Projects Budget	36,132,033	1,669,000	-2064.9%
<b>Total Operating &amp; Capital Projects Budgets</b>	<b>\$ 63,265,626</b>	<b>\$ 23,794,043</b>	



The proposed operating budget forecasts \$1,965,039 or 9.07% net profit from operations:

<b><u>Revenue</u></b>		
Operating	\$ 21,441,343	
Investing	214,700	
Subtotal		\$ 21,656,043
<b><u>Expenses</u></b>		
Personal Services	\$ 5,357,123	
Operating Expenses	12,144,025	
City Allocations	2,127,856	
Capital Outlay (M&E)	62,000	
Subtotal		\$ 19,691,004
Net Operating Profit		\$ 1,965,039
<b><u>Investment in Infrastructure</u></b>		469,000
Net Appropriations from Prior Year Surplus		\$ 1,496,039



Each account was analyzed based on current year activity and changes anticipated in the new fiscal year. Individual revenue and expense items were reviewed to determine the likelihood of recurrence, rate increases, new planned activities, and one-time events.

REVENUES

A comparative summary of revenue by department is:

	Actual	Budget	
	FY2015-16	Revised FY2016-17	Proposed FY2017-18
Administration	\$ 5,736,677	\$ 9,340,633	\$ 4,666,560
Police	149,239	203,490	136,300
Advertising & Marketing	125,000	250,000	125,000
Airfield	5,068,732	5,950,582	6,236,935
Terminal	2,150,785	2,332,320	1,754,405
Commercial Business Center	3,962,449	3,967,012	4,026,586
Tropical Haven	1,669,000	1,827,500	1,829,554
International	24,502	35,000	35,500
Parking	1,679,928	1,734,300	1,862,195
Ground Handling	1,550,537	1,492,756	1,452,008
Total	<u>\$ 22,116,849</u>	<u>\$ 27,133,593</u>	<u>\$ 22,125,043</u>

- Administration – Projected revenue from Passenger Facility Charges, Investing and Miscellaneous are projected to decrease by \$14,848. The Airport has two one-time land sales of non-aeronautical land currently being reviewed by the Federal Aviation Administration (FAA). These sales are anticipated to generate approximately \$3,000,000. During the current year, the Airport started several new capital improvement projects and this level of capital improvements is expected to decrease in fiscal year 2017-2018. The proposed Appropriations from Surplus to fund the Airport’s portion of capital projects is \$300,000 and \$169,000 for capital maintenance for a total of \$469,000.
- Marketing - Negotiations with Florida’s Space Coast Office of Tourism to provide marketing incentives for air service development are not yet finalized. Staff anticipates receiving approximately \$125,000 for this effort.
- Airfield – Lease revenue is projected to increase \$133,099 primarily from the annual CPI adjustments contained in these leases. The Ad Valorem Taxes have also been adjusted due to local rising property values. The Ad Valorem increases have a like increase in expenditures and overall are revenue neutral.

	Budget		
	Revised FY2016-17	Proposed FY2017-18	Change
Airfield			
Lease Revenue	\$ 5,058,936	\$ 5,192,035	\$ 133,099
Ad Valorem Taxes	861,546	1,006,000	144,454
Miscellaneous	30,100	38,900	8,800
Total	<u>\$ 5,950,582</u>	<u>\$ 6,236,935</u>	<u>\$ 286,353</u>

- Terminal – Lease Revenue is projected to increase \$107,350 for increased airline activity. The restaurant previously recorded the gross revenue and expenses for the restaurant. The revenue recorded for 2018 reflects the minimum annual guarantee (MAG) provided by the concession agreement. The net loss for the restaurant for fiscal year 2016-17 is budgeted at \$21,072. The increase in net profit due to the change in management is \$98,572.

	Budget		
	Revised FY2016-17	Proposed FY2017-18	Change
Terminal			
Lease Revenue	\$ 546,160	\$ 653,510	\$ 107,350
Ad Valorem Taxes	24,800	27,000	2,200
Taxi & Limo Concessions	15,000	16,000	1,000
Rental Car Concessions	927,400	909,425	(17,975)
Retail & Food Concession	763,020	77,500	(685,520)
Miscellaneous	55,940	70,970	15,030
Total	<u>\$ 2,332,320</u>	<u>\$ 1,754,405</u>	<u>\$ (577,915)</u>

- Commercial Business Center – Revenue in the Commercial Business Center is projected to increase \$59,574 primarily as a result in Ad Valorem Taxes due to rising market value prices.
- Tropical Haven – Cost of living has remained relatively flat and as such the proposed budget does not reflect any increase in monthly lot rents.
- Parking – Parking fees are projected to increase \$127,895 to reflect overall increased passenger counts.

## EXPENSES

The proposed expense and capital outlay budget for Personnel, Operating Expenses, Machinery and Equipment, Intra to Airport CIP, Capital Projects and Non-Operating Expenses is \$23,794,043.

### Personal Services

City Code Section 6-102 states employees of the airport authority shall be deemed employees of the City to the same extent as all other employees of the City, subject to the same rules and regulations and they are entitled to all the privileges and benefits thereof. Further, City of Melbourne Personnel Policies and Procedures, Rules and Regulations adopted by City Council February 2006 state for personnel issues, whenever the approval is required by the City Manager, the Airport Executive Director is to be substituted for all Airport jobs and all Airport employees. Additionally, Section 10-5 authorizes the Airport Executive Director to make pay adjustments so long as the adjustments do not exceed the maximum of the incumbent's pay grade.

Employee compensation is a primary component of talent retention. It is proposed to provide all airport staff, except positions covered under the LIU contract, a minimum 2.5 percent cost of living adjustment effective October 1, 2017. Positions covered by the LIU contract will receive pay increases according to the negotiated contract. In keeping with Section 6-102 of the City Code, should the City give its employees a raise that differs from the Airport proposed 2.5 percent cost of living, then Airport employees will receive the greater of the two raises. Should the timing of the raises differ and the percentage increase is the same, then Airport employees' raises will be effective on the earliest date, and Airport employees will not receive an additional raise when the City provides raises. Should the dates and amounts differ, the employees will receive the raise on the earliest effective date and any additional incremental difference on the later date. The increase for the proposed cost of living adjustment is a total of \$126,288.

Currently, there are 60.5 employees directly employed by the Authority. Airport management aligns airport departments and positions to improve overall customer service and productivity. It is proposed to convert the Airport Police part-time position into a full-time position and therefore increase the Airport's total FTE to 61 positions. A number of positions identified below will also be transferred from various departments to the Administration department to closely align the expense to the department where the work will be performed.

- The Financial Analyst position will be a new position which will work on all the capital projects and supplier purchases. This position is being proposed as an FTE position realignment/transfer from Parking.
- The Human Resource Manager position will work closely with the management team to recruit and fill vacancies; conduct market compensation studies, update job descriptions, ensure policy compliance and perform other related personnel matters. This position is being proposed as an FTE position realignment/transfer from Food Services.
- The Administrative Assistant position will provide receptionist duties and will support the administrative team with other duties. This position is being proposed as an FTE position realignment/transfer from Tropical Haven. Currently, our airport receptionist is a contract services position.

Also included in the proposed personnel changes are benefits such as employer payroll taxes, health insurance, retirement, etc. The increase in what the City refers to as personal services is \$575,629 and is summarized by department in the following table:

<b>Personal Changes</b>	
Admin	\$ 338,549
Police	122,143
Advertising & Marketing	34,587
Airfield	87,786
Terminal	160,089
Commercial Business Center	5,696
Tropical Haven	(33,311)
Parking	(62,232)
Food Services	(74,363)
Ground Handling	(4,195)
Airport Fire Services	881
Total	\$ 575,629

**Operating Expenses**

Operating expenses overall are projected to increase by \$141,149 from the previous operating year. Significant operating expense assumptions include:

- In fiscal year 2017-18, there is a significant operating budget reduction as a result of the recent outsourcing of the Airport’s ground handling and restaurant services. These changes reduced operational costs with the largest cost reduction coming from contractual employees. The projected budget decrease of \$910,473 is shown below by department:

<b>Contractual Employees</b>	
Admin	\$ (54,000)
Airfield	70,000
Commercial Business Center	23,500
Food Services	(349,973)
Ground Handling	(600,000)
Total	\$ (910,473)

- Administration needs for outside professional services continue for legal, engineering, aviation specific and other services and is proposed to increase by \$206,533. These professional services support the unique business and competitive environment in which the airport operates.
- Airport Police continues to monitor and ensure compliance in a timely manner for passenger and airport security requirements. This includes updating necessary equipment and security systems. The budget proposes \$63,000 for miscellaneous equipment purchases and will ensure FCC compliance by purchasing staff radios. Police continues to provide training and other professional development for officers and proposed is \$24,000 for travel, per diem and education/training.
- Marketing provides different services throughout the year and one is the marketing incentives which are proposed at \$429,880. The budget provides for incentives for efforts that include increased airline service levels. The budget was increased by \$100,000 for advertising and marketing to further position the airport to airlines and prospective tenants. Contractual employee costs is increased by \$39,500 to cover both special events and the ambassador program.

- Airfield Repairs and Maintenance includes proposed costs of \$76,000 for the EFSC parking lot and other routine repairs that occur throughout the year.
- Terminal Repairs and Maintenance A/C and miscellaneous equipment include budget for \$110,000 for terminal baggage belt replacements, air conditioning or other necessary repairs.
- The Commercial Business Center has included \$60,000 to replace and repair aging equipment and a/c units. Also proposed is \$55,000 for on-going repair and maintenance of buildings.
- International is proposing in Other Contract Services \$265,000 for on-going customs and other related services that are unique to the International terminal.

**City Allocations**

City cost allocations increased by \$45,454 and include risk management charges, workers' compensation insurance, IT, auditing fees, fire support and a general fund allocation for support services.

**Machinery and Equipment**

The 2017 - 2018 Machinery & Equipment budget includes the following:

Airfield Regulator	\$	12,000
Airfield Sign Panels		30,000
Conference Room Equipment		20,000
	\$	62,000

**Non-Operating**

- The budget for contingency remains at \$250,000.
- Intra to Airport Reserve is \$1,965,039.

**CAPITAL PROJECTS**

The budget for capital projects for fiscal year 2017-18 is \$1,500,000 for the projects identified below. The Airport will contribute \$300,000 or 20% of the funds for these two projects. Intra to Airport CIP for \$469,000 is comprised of \$300,000 for Capital Projects and \$169,000 for Capitalized Maintenance, therefore the prior year surplus will decrease by \$469,000 for these projects.

Capital Projects	Sources of Funding					
	Project Total	FAA		FDOT	Airport	
		Entitlement	Discretionary		MAA	PFC
Obstruction Removal and Marking (AGIS Compliance)	\$ 1,000,000	\$ 900,000	\$ -	\$ 50,000	\$ -	\$ 50,000
Air Traffic Control Tower - FAA Reimbursement	500,000	-	-	250,000	-	250,000
<b>2018 TOTALS</b>	<b>\$ 1,500,000</b>	<b>\$ 900,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>

Capitalized Maintenance	Department	2018	2019	2020	Total
EFS College parking lot paving	Terminal	\$ 34,000	\$ -	\$ -	\$ 34,000
Lift station at Aerospace Bldg	Terminal	75,000			75,000
Lift Station - Airplane Deposit Facility	Terminal	60,000			60,000
GA Drive Overlay	Airfield		200,000		200,000
100 Aerospace Dr Cargo Bldg	Airfield		33,000		33,000
Convert Light Poles to LED	Tropical Haven			50,000	50,000
Fencing	Tropical Haven			50,000	50,000
Partial roof - flat part	Tropical Haven		40,000		40,000
Roads & drainage	Tropical Haven			75,000	75,000
		<b>\$ 169,000</b>	<b>\$ 273,000</b>	<b>\$ 175,000</b>	<b>\$ 617,000</b>

Fiscal year 2017-18 includes \$1,500,000 of grant and owner funded projects and \$169,000 of owner capitalized maintenance projects. The Airport contribution to grant-funded projects is estimated at \$300,000. Florida Department of Transportation (FDOT) is estimated to contribute \$300,000 and the Federal Aviation Administration (FAA) to contribute \$900,000 respectively for capital projects. The Airport will present these projects to the board for approval on an individual basis as each project is ready to move forward.

## SUMMARY

The total Budget of \$23,794,043 reflects staff's best estimate of revenue, expenses, capital purchases, and other projects including all contributions from FAA, FDOT, and private sources for fiscal year 2017-18.

Airport staff continue to make customer service a priority and this is reflected in the fiscal year 2017-18 overall proposed budget. Beyond the essentials of operational safety and security, business development remains staff's highest priority. We will focus on establishing non-aviation diversified revenue streams that can be used to offset airline expenses in order to attract new service. Important business factors for the Airport moving forward is the expansion of airline capacity and destinations, which includes adding both new domestic and international service. As staff aggressively continues to expand the Airport's business, they work diligently seeking new tenants for development of available aviation and non-aviation properties.



## **RESOLUTION NO. 12-17**

### **A RESOLUTION OF THE CITY OF MELBOURNE AIRPORT AUTHORITY, BREVARD COUNTY, FLORIDA, MAKING APPROPRIATIONS FOR THE PAYMENT OF OPERATING EXPENSES, AND CAPITAL OUTLAY OF THE AIRPORT FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018**

WHEREAS, under the provision of City of Melbourne Code of Ordinances, Section 6-101, the Airport Authority is required annually to prepare and adopt by Resolution a detailed Budget of the estimated income and expenditures for operation and maintenance of the Airport and Aviation and other facilities of the Airport during the succeeding fiscal year, and

WHEREAS, on August 23, 2017, at a Regular Meeting of the Airport Authority, the Executive Director presented his recommended Budget for review and consideration of the Authority.

BE IT RESOLVED BY THE CITY OF MELBOURNE AIRPORT AUTHORITY, MELBOURNE, BREVARD COUNTY, FLORIDA:

SECTION 1: The combined operating and capital projects budget for the fiscal year 2017-2018 is \$23,794,043.

SECTION 2: This resolution shall become effective immediately upon its adoption in accordance with the Charter of the City of Melbourne.

SECTION 3: This resolution was duly adopted at a regular meeting of the Melbourne Airport Authority on the 23rd Day of August, 2017.

**Revenue**

Operating & Investing	\$ 21,656,043	
Appropriation from PY Surplus	<u>469,000</u>	
		<u>\$ 22,125,043</u>

**Expenses**

Personal, Operating & Capital Outlay	\$ 17,563,148	
City Allocations	2,127,856	
Intra to Reserves	1,965,039	
Intra to CIP	<u>469,000</u>	
		<u>\$ 22,125,043</u>

	<u>Revenue</u>	<u>Expenditures</u>
<b>Capital Projects Budget</b>		
Revenue		
Intra in Airport CIP	\$ 469,000	
FAA Funding	900,000	
FDOT Funding	300,000	
Expenditures		
Capitalized Maintenance		\$ 169,000
Capital Projects		1,500,000
	<u>\$ 1,669,000</u>	<u>\$ 1,669,000</u>

SECTION 4: This Resolution, together with the Melbourne International Airport Budget, is in such form and contains such content that it substantially meets the requirements of the City Charter, and is hereby submitted to the Melbourne Airport Authority for approval.

SECTION 5: The various revenues and expenditures are appropriated in accordance with the above schedule and subject to the approval of City Council in its final form.

SECTION 6: This Resolution was duly passed at a Regular Meeting of the City of Melbourne Airport Authority on the 23<sup>rd</sup> day of August 2017.

BY:   
\_\_\_\_\_  
Jack L. Ryals, Chairman  
Melbourne Airport Authority

ATTEST:   
\_\_\_\_\_  
Greg Donovan, A.A.E.  
Executive Director

## Attachment B

### Changes to Fund Budgets for 2017-18

#### GENERAL FUND

<b>Revenues</b>	<b>CHANGE</b>	<b>NEW FUND TOTAL</b>
Appropriation from Fund Balance Prior Year Surplus	200,000	
Total Revenues	200,000	80,026,158
<b>Expenditures</b>		
Inter to (490) Golf	200,000	
Total Expenditures	200,000	80,026,158

#### DOWNTOWN COMMUNITY REDEVELOPMENT FUND

<b>Revenues</b>	<b>CHANGE</b>	<b>NEW FUND TOTAL</b>
Tax Increment Revenue	(21,310)	
Total Revenues	(21,310)	1,166,525
<b>Expenditures</b>		
Reserves for Future Projects	(21,310)	
Total Expenditures	(21,310)	1,166,525

#### BABCOCK COMMUNITY REDEVELOPMENT FUND

<b>Revenues</b>	<b>CHANGE</b>	<b>NEW FUND TOTAL</b>
Tax Increment Revenue	(16,646)	913,749
Total Revenues	(16,646)	
<b>Expenditures</b>		
Reserves for Future Projects	(16,646)	
Total Expenditures	(16,646)	913,749

#### OLD EAU GALLIE REDEVELOPMENT FUND

<b>Revenues</b>	<b>CHANGE</b>	<b>NEW FUND TOTAL</b>
Tax Increment Revenue	(7,228)	397,545
Total Revenues	(7,228)	
<b>Expenditures</b>		
Reserves for Future Projects	(7,228)	397,545
Total Expenditures	(7,228)	397,545

#### GOLF COURSE

<b>Revenues</b>	<b>CHANGE</b>	<b>NEW FUND TOTAL</b>
Inter in (001) General Fund	200,000	
Total Revenues	200,000	2,430,300
<b>Expenditures</b>		
Personal Services and Operating Expenses	200,000	
Total Expenditures	200,000	2,430,300

**Attachment C**

**Summary of FY 2017-2018 Budget**

<b>Fund</b>	<b>2016-2017 Adopted Budget</b>	<b>2017-2018 City Manager's Proposed Budget</b>	<b>City Council's July 31, 2017 Revisions</b>	<b>2017-2018 Proposed Budget</b>	<b>Recommended Revisions for Sept. 14, 2017</b>	<b>2017-2018 Tentative Budget</b>
<b>General Fund</b>	\$ 79,157,661	\$ 79,826,158	\$ 200,000	\$ 80,026,158	\$ -	\$ 80,026,158
<b>Enterprise Funds</b>						
Water & Sewer Fund	56,022,950	57,069,240	-	57,069,240	-	57,069,240
Stormwater Utility Fund	2,876,000	2,925,000	-	2,925,000	-	2,925,000
Golf Course Fund	2,513,828	2,230,300	200,000	2,430,300	-	2,430,300
<b>Special Revenue Funds</b>						
Downtown Redevelopment	1,115,930	1,187,835	-	1,187,835	(21,310)	1,166,525
Babcock Street Redevelopment	893,567	930,395	-	930,395	(16,646)	913,749
Eau Gallie Riverfront Redevelopment	343,744	404,773	-	404,773	(7,228)	397,545
CDBG	253,288	461,297	-	461,297	-	461,297
SHIP	503,320	345,253	-	345,253	-	345,253
HOME	153,096	158,128	-	158,128	-	158,128
<b>Internal Service Funds</b>						
Workers' Compensation	2,828,749	2,821,131	-	2,821,131	-	2,821,131
Risk Management	2,399,226	2,464,051	-	2,464,051	-	2,464,051
<b>Capital Improvement Fund</b>	15,655,175	10,128,000	-	10,128,000	-	10,128,000
<b>Airport Fund</b>	39,373,300	-	-	-	23,794,043	23,794,043
<b>Total</b>	<b>\$ 204,089,834</b>	<b>\$ 160,951,561</b>	<b>\$ 400,000</b>	<b>\$ 161,351,561</b>	<b>\$ 23,748,859</b>	<b>\$ 185,100,420</b>



<b>DEPARTMENT: Financial Services</b>	Reading No.	1
	Public Hearing	Yes
	Disclosure Required	No
	<b>Item No.</b>	<b>6</b>

**SUBJECT**

Adoption of the FY 2017-2018 Proposed Budget for the Melbourne Downtown Community Redevelopment Fund

**BACKGROUND/CONSIDERATION**

In accordance with Chapter 200.065, Florida Statutes, Community Redevelopment Agencies must adopt their respective proposed budgets for inclusion in the City's Final Adopted Budget. The revised Proposed Budget for the Melbourne Downtown Redevelopment Fund Budget is presented below. The revised budget reflects the County's proposed millage rate, which reduces incremental tax revenue by \$21,310 from the original proposed budget.

**Downtown Redevelopment Fund FY 2017-2018 Proposed Budget**

**Revenue**

Incremental Tax	1,161,525
Misc. Revenue & Transfers	<u>5,000</u>
<b>Total</b>	<b>\$1,166,525</b>

**Expenditures**

Personal Services	246,642
Operating Expenses	527,486
Debt Service	152,366
Grants-in-Aid	60,000
Transfers to CIP	50,000
Reserves	<u>130,031</u>
<b>Total</b>	<b>\$1,166,525</b>

**FISCAL IMPACT (IF APPLICABLE)**

The total budget is \$1,166,525

**REQUESTED ACTION**

Recommend adoption of 2017-18 Proposed Budget with revisions for the Downtown Redevelopment Fund in the amount of \$1,166,525.



<b>DEPARTMENT: Financial Services</b>	Reading No.	1
	Public Hearing	Yes
	Disclosure Required	No
	<b>Item No.</b>	<b>7</b>

**SUBJECT**

Adoption of the FY 2017-2018 Tentative Budget for the Babcock Street Redevelopment Fund

**BACKGROUND/CONSIDERATION**

In accordance with Chapter 200.065, Florida Statutes, Community Redevelopment Agencies must adopt their respective proposed budgets for inclusion in the City's Final Adopted Budget. The revised Proposed Budget for the Babcock Street Redevelopment Fund Budget is presented below. The revised budget reflects the County's proposed millage rate, which reduces incremental tax revenue by \$16,646 from the original proposed budget. Funds placed into the reserve account have been earmarked for the future Babcock Street improvement project.

**Babcock Street Redevelopment Fund FY2016-2017 Proposed Budget**

**Revenue**

Incremental Tax 907,249

Misc. Revenue & Transfers 6,500

**Total \$913,749**

**Expenditures**

Personal Services 210,616

Operating Expenses 26,720

Transfers to CIP -

Reserves 676,413

**Total \$913,749**

**FISCAL IMPACT (IF APPLICABLE)**

The total budget is \$913,749

**REQUESTED ACTION**

Recommend adoption of 2017-18 Proposed Budget with revisions for the Babcock Street Redevelopment Fund in the amount of \$913,749.



<b>DEPARTMENT: Financial Services</b>	Reading No.	1
	Public Hearing	Yes
	Disclosure Required	No
	<b>Item No.</b>	<b>8</b>

**SUBJECT**

Adoption of the FY 2017-2018 Tentative Budget for the Olde Eau Gallie Riverfront Redevelopment Fund

**BACKGROUND/CONSIDERATION**

In accordance with Chapter 200.065, Florida Statutes, Community Redevelopment Agencies must adopt their respective proposed budgets for inclusion in the City's Final Adopted Budget. The revised Proposed Budget for the Olde Eau Gallie Riverfront Redevelopment Fund Budget is presented below. The revised budget reflects the County's proposed millage rate, which reduces incremental tax revenue by \$7,228 from the original proposed budget.

**Olde Eau Gallie Riverfront Redevelopment Fund FY 2017-2018 Proposed Budget**

**Revenue**

Incremental Tax	394,045
Misc. Revenue & Transfers	<u>3,500</u>
<b>Total</b>	<b>\$397,545</b>

**Expenditures**

Personal Services	81,399
Operating Expenses	77,362
Debt Service	43,856
Grants and Aid	15,000
Transfers to CIP	125,000
Reserves	<u>54,928</u>
<b>Total</b>	<b>\$397,545</b>

**FISCAL IMPACT (IF APPLICABLE)**

The total budget is \$397,545.

**REQUESTED ACTION**

Recommend adoption of 2017-18 Proposed Budget with revisions for the Olde Eau Gallie Riverfront Redevelopment Fund in the amount of \$397,545.