

Board of Commissioners Meeting Packet

Thursday, July 25, 2024, 1:00 p.m.

2024

Norfolk Airport Authority



2200 Norview Avenue
NAA Board Room
Norfolk, Virginia 23518
(757) 857-3351

Peter G. Decker III,
Esquire Chair

Mark A. Perryman, Assoc. AIA,
President & CEO and Board
Secretary

Norfolk Airport Authority

Board of Commissioners Meeting

Thursday, July 25, 2024

Lunch: 12:30 p.m.

Meeting: 1:00 p.m.

AGENDA

1. **CALL TO ORDER**
2. **APPROVAL OF PREVIOUS BOARD MEETING MINUTES**
 - Thursday, May 23, 2024
3. **PUBLIC COMMENTS**
4. **CEO & STAFF REPORT**
5. **NAA BOC CHAIR REPORT**
6. **COMMITTEE REPORTS**
 - Facilities Development Committee
 - *Construction Manager at Risk for the Future Consolidated Rental Car Facility (ConRAC)*
7. **OLD BUSINESS**
 - None
8. **CLOSED MEETING**
9. **NEW BUSINESS**
 - None
10. **ADJOURNMENT**
 - Next meeting: September 26, 2024

Norfolk Airport Authority

Board of Commissioners Meeting Minutes Thursday, May 23, 2024, 1:00 pm.

The Norfolk Airport Authority (NAA) Board of Commissioners Meeting was held on Thursday, May 23, 2024, at the Norfolk International Airport (NIA), in the NAA Board Room, Main Passenger Terminal. Peter Decker, III Chair presided.

Commissioners Present: Peter G. Decker III, Esquire, Chair
Susan C. Pilato, Vice-Chair
Michael B. Burnette, Treasurer
Bruce B. Smith
Charles 'Chip' W. Rock, Rear Admiral, USN, Retired
Evans Poston
Joel English, (Virtually)
Mel Price
Peggy H. Newby, RN, BSN, CAOHC, CPC-A

Commissioners Absent:

Staff Present: Anthony Rondeau, Executive Vice President & Chief Development Officer
Chris Jones, Chief Marketing & Communications Officer
Jarred M. Roenker, CPA, Vice President & Chief Financial Officer
Mark A. Perryman, Assoc. AIA, President & CEO and Board Secretary
Mark A. Trank, Senior Vice President & General Counsel
Shannon Day, Administration Office Supervisor
Shelia D. Ward, Ph.D., Vice President & Chief Operations
Steven C. Sterling, Executive Vice President & Chief of Staff and Board Assistant Secretary

Others Present: Jessica Dennis, City of Norfolk, Management Analyst & Lobbyist
Steven Schell, Manager of Operations (Staff of the Day)

Welcome and call to Order, Susan C. Pilato (Vice-Chair):

Peter G. Decker III, Chair, determined that a quorum was present and called the meeting to order. at 1:05 pm.

REGULAR AGENDA

Approval of Minutes:

Chair Decker entertained a motion by Commissioner Burnette to approve the minutes of the Board meeting held on March 28, 2024, which motion was then unanimously approved.

Public Comments:

None

CEO & Staff Report: Mark A. Perryman, President & CEO

Mr. Perryman's presentation is attached.

Featured NAA Staff of the Day:

Ms. Ward introduced Steven Schell, the Manager of Operations, and provided a brief history.

- 5 years with the Authority
- Steven oversees all aspects of airfield operations including being responsible for gate scheduling, airfield safety, wildlife management, and our annual FAA Part 139 inspection.

NAA Board Chair Report: Peter G. Decker III, Chair

Welcome to the NAA Board of Commissioners: Mel Price and Evans Poston.

Congratulations to Commissioner Bruce Smith for receiving the 2023 Distinguished Service Medal as Norfolk's First Citizen presented by the Cosmopolitan Club of Norfolk.

Committee Reports:

New Committee Assignments:

- Executive
 - Pete Decker (Chair)
 - Susan Pilato
 - Michael Burnette
- Nominating & Strategy
 - Pete Decker (Chair)
 - Mel Price
 - Chip Rock
- Finance & Audit
 - Susan Pilato (Chair)
 - Joel English
 - Peggy Newby
 - Evans Poston
- Facilities Development
 - Chip Rock (Chair)
 - Joel English
 - Mel Price
 - Bruce Smith
- Commercial & Business
 - Michael Burnette (Chair)
 - Peggy Newby
 - Evans Poston
 - Bruce Smith

Nominating & Strategy Committee

- Approval of Slate of FY25 Board Officers
 - Chair – Peter Decker, III
 - Vice Chair – Susan Pilato
 - Treasurer – Michael Burnette
 - Secretary – Mark Perryman
 - Assistant Secretary – Steve Sterling
 - Assistant Secretary – Mark Trank

Finance and Audit Committee:

- Authority operating expenses are under budget and revenues are ahead of budget.

Facilities Development Committee:

- Capital Development
 - Phase 2 of the Runway 5/23 Rehabilitation project began April 1, 2024
 - Bids opened January 31st
 - Awarded to Virginia Paving
 - Cost: \$20.4M
- Moving Walkways
 - Realigned placement into a split system on the sides of the pedestrian bridge
 - Anticipated construction is July 2024 – February 2025
 - BIL ATP funds will pay for 80% of the construction costs.
 - Cost: \$2.5M
- Arrivals Restroom
 - Low bid approved.
 - Compo Construction
 - Cost \$1.68M
 - Construction
 - North Restrooms
 - February – July 2024
 - South Restrooms
 - July- Oct 2024
- Holdroom Seating area
 - New Arconas seating
 - Concourse A anticipated completion date is set for Summer 2024.
 - Concourse B anticipated completion date is set for Fall 2024
 - Cost \$1.2M
- Interior Wayfinding
 - Design Complete May 2024
 - Bidding – Summer 2024
 - Estimated Cost \$3.0M
- Park & Wait Lot (Cell Phone Lot)
 - The new 80-space cellphone lot better situated to be more accessible & user friendly.
 - Cost \$1.19M
 - Construction started February 2024
 - Completion December 2024

- Alpha Expansion
 - 3 Holdrooms/Gates/New Restrooms/Pet Relief Area
 - Estimated Cost \$30M.
 - Groundbreaking is June 10, 2024
 - Completion Date December 2025
- CBP Federal Inspection Services (FIS) Facility
 - Estimated Cost \$30M.
 - \$3.0M Congressionally Directed Spending (CDS)
 - \$6.0M BIL ATP grant received
 - Design Complete June/July 2024
 - Groundbreaking June 10, 2024
 - Completion December 2025
- Airport Hotel
 - Negotiations complete.
 - Contract signed.
 - Due diligence complete.
 - Working with City on TDFP map amendment
 - Groundbreaking Winter 2024
 - Completion March 2026
- Consolidated Rental Car Facility
 - Consolidates all rental car operations into a single facility.
 - Includes a QTA reducing the need to take cars off airport for servicing.
 - Working through procurement options
 - Schedule TBD
- Fuel Farm Replacement
 - New Fuel farm to replace existing 50+ year old facility.
 - Working with airlines to form a fuel consortium to design, build, operate and maintain the facility.
 - Estimated Cost \$60M
- Terminal Development
 - Project Scope:
 - 1.Linear Ticket Lobby
 - 2.Consolidated Checked Bag Inspection
 - 3.Expanded Baggage Make-up Area
 - 4.New Shipping and Receiving Area
 - 5.Consolidated TSA Checkpoint
 - CMAr under contract Summer 2025
 - Construction start Summer of 2026
 - Construction complete end of 2028

Strategic Plan Update:

Events on Approach

- May 24 Memorial Day Commemoration
- June 1 Relay for Life Walk
- June 10 FIS/Concourse A Groundbreaking
- June 17 Juneteenth Staff event
- July 10 Sky's the Limit

Annual Report 2023: report is posted on Diligent and NAA Website

Old Business: None

Closed Meeting {1:45 p.m.}:

Chair Decker read the following motion that the Board of Commissioners of the Norfolk Airport Authority convene in a closed meeting pursuant to Section 2.2-3711.A. of the Code of Virginia under:

Subsection 1 - - Discussion of the performance and salary of the President and Chief Executive Officer of the Authority;

Subsection 3 - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority;

Subsection 8 - Consultation with staff and the Authority's legal counsel regarding specific matters involving the issuance of tax-exempt bonds by the Authority and involving a state environmental permit, and requiring the provision of legal advice by such counsel;

Subsection 29 - Discussion of a public contract with the City of Norfolk involving the expenditure of public funds, and discussion of the terms or scope of such contract, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority; and

Subsection 39 - Discussion or consideration of information subject to the exclusion in subdivision 3 of Section 2.2-3705.6 related to the Airport Hotel project and economic development.

Commissioner Joel English moved for adoption of the motion and Commissioner Bruce Smith seconded the motion, and the vote to approve was unanimous. Following the vote, the Authority convened in a closed meeting.

Reconvene Open Meeting {2:29 p.m.}:

Following the closed meeting, Chair Decker reconvened the open meeting. Vice-Chair Pilato moved for the adoption of the following Resolution and Certification:

Now, therefore, be it resolved that the Board of Commissioners of the Norfolk Airport Authority hereby certifies that to the best of each Commissioner's knowledge (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Code, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.

Chair Decker seconded the motion. The motion was approved by roll call vote as follows:

Commissioner	Vote
Peter Decker	√
Joel English	√
Mel Price	√
Peggy Newby	√
Charles Rock	√
Susan Pilato	√
Bruce Smith	√
Evans Poston	√
Michael Burnett	√

New Business:

Approval of FY25 Budget

First, a motion was made that the Board of Commissioners adopt staff’s recommendation of FY25 Budget. The motion was made by Chair Decker and seconded by Commissioner Burnette. The motion was approved 8-0.

Adjournment {2:32 pm}:

There being no further business, Chair Decker moved that the meeting adjourn. Commissioner Burnette seconded the motion, which was unanimously approved. The next meeting is scheduled for Thursday, July 25, 2024, at 1:00 pm.

Peter G. Decker III, Esquire
Chair

Mark A. Perryman, Assoc. AIA
President & CEO and Board
Secretary

STRONGER TOGETHER. LET'S FLY



JUNE 2024 GOALS PROGRESS

GOAL #1 OUR PEOPLE Support and develop our staff, maximize organizational and employee efficiency and performance.



8%
FROM
APR 2024

89%

PERCENT COMPLETE

- 100% **Objective 1A:** Optimize our organizational structure
- 100% **Objective 1B:** Better engage our employees
- 70% **Objective 1C:** Foster a culture of transparency, and strong communications, where information is shared and voices are heard
- 80% **Objective 1D:** Create a formal employee training and development program
- 96% **Objective 1E:** Hire and retain diverse, qualified, and competent employees

GOAL #2 OUR CUSTOMERS Grow our traffic and provide a world-class customer experience.



6%
FROM
APR 2024

76%

PERCENT COMPLETE

- 78% **Objective 2A:** Increase customer and passenger satisfaction; improve customer experience.
- 86% **Objective 2B:** Increase air service offerings and expand direct flight destinations
- 65% **Objective 2C:** Identify and capitalize on economic development opportunities

GOAL #3 OUR COMMITMENT Create and maintain a welcoming and safe environment for our employees, patrons, and stakeholders.



6%
FROM
APR 2024

87%

PERCENT COMPLETE

- 100% **Objective 3A (Diversity):** Assess the Diversity of the Authority
- 83% **Objective 3B (Equity):** Ensure applicants and employees are treated fairly and given equal opportunities
- 93% **Objective 3C (Inclusion):** Create an Inclusive Work Culture
- 89% **Objective 3D:** Enhance Small Business Participation
- 68% **Objective 3E:** Improve physical and mental accessibility into and throughout our facilities

GOAL #4 OUR FACILITY Optimize facilities to create and sustain growth, expand opportunities, and diversify revenue sources.



2%
FROM
APR 2024

53%

PERCENT COMPLETE

- 81% **Objective 4A:** Enhance the Passenger Experience
- 22% **Objective 4B:** Expand and Diversify Revenue Sources
- 56% **Objective 4C:** Increase our infrastructure reliability, sustainability, and resiliency; decrease our environmental footprint



Financial Statements
For the Period Ended
May 31, 2024

Norfolk Airport Authority
Statement of Revenues and Expenses
May 31, 2024

	Current Month Amount	YTD Actual Amount	Prior YTD Amount	Variance YTD / Prior YTD
Operating Revenues:				
Parking	2,430,787	23,352,428	21,015,455	2,336,973
Rental Cars	947,088	8,693,926	7,652,960	1,040,966
Landing fees	959,334	9,395,937	7,417,478	1,978,459
Rent	1,364,135	14,301,628	7,972,776	6,328,852
Concessions	583,828	5,626,658	3,583,273	2,043,385
Other	69,404	278,177	261,651	16,526
Total Operating Revenues	6,354,576	61,648,755	47,903,593	13,745,162
Operating Expenses:				
Salaries, wages and benefits	1,799,102	21,200,893	18,800,081	2,400,812
Advertising and promotion	181,638	869,699	823,842	45,857
Utilities	304,934	3,355,899	3,277,892	78,007
Insurance	94,955	1,062,148	835,111	227,037
Payment to City of Norfolk	220,833	2,429,167	2,429,075	92
Stormwater and Sanitation	92,866	1,103,605	1,099,005	4,601
Professional services	50,683	448,540	463,579	(15,039)
Maintenance and repairs	320,620	2,669,984	2,642,278	27,706
Administrative expenses	86,111	909,488	767,923	141,565
Services	462,239	4,370,326	4,127,912	242,415
Other	41,459	460,448	376,632	83,816
Total Operating Expenses	3,655,441	38,880,196	35,643,328	3,236,868
Operating Income	2,699,135	22,768,559	12,260,265	10,508,294
Non-operating other revenue (expenses):				
Federal grant revenues	-	9,498,364	10,070,386	(572,021)
State grant revenues	50,000	1,050,000	1,535,000	(485,000)
Passenger facility charges	910,427	8,035,732	7,153,715	882,017
Customer facility charges	646,321	4,238,190	2,856,993	1,381,197
State grant interest income	47,142	561,878	504,292	57,586
PFC interest income	26,963	262,173	88,980	173,192
Offsite Rentals	51,225	378,734	341,982	36,752
Interest income	359,362	3,114,965	1,773,285	1,341,680
Interest expense	(295,092)	(3,246,008)	(3,397,546)	151,538
Net Non-Operating Income	1,796,347	23,894,028	20,927,087	2,966,941
Net Income before Depreciation	4,495,482	46,662,588	33,187,352	13,475,235
Depreciation	1,450,000	15,800,000	13,415,093	2,384,907
Net Change	3,045,482	30,862,588	19,772,260	11,090,328

Norfolk Airport Authority

Budget Variance Analysis

For the ten months ended May 31, 2024

Operating Revenue – ahead of budget (favorable) by \$1,931,588 or 3.2%

- Parking – ahead of budget by \$1,352,428 or 6.1% due to significant growth in hourly lot revenue from longer than expected stay lengths in the hourly lots. Fiscal year to date, parking revenue from daily lots is up 8.6%, while revenue from hourly lots is up 24.1%.
- Rental cars – ahead of budget by \$361,426 or 4.3% due to higher customer usage of rental cars.
- Landing fees – **under budget** by \$28,313 or 0.3% due to seasonality and timing of Spirit’s incentives. Landing fees will be trued up at the end of year reconciliation.
- Rent – **under budget** by \$158,788 or 1.1% as a gate was down for maintenance for four months, timing of Spirit’s incentives, and Southwest and United not leasing space that had been projected during the budget process.
- Concessions – ahead of budget by \$384,242 or 7.3% due to better than expected food sales, advertising, and rideshare commissions.
- Other – ahead of budget by \$20,593 or 8.0%.

Operating Expense – under budget (favorable) by \$3,304,671 or 7.8%

- Salaries, wages and benefits – under budget by \$1,376,811 or 6.1% due to open positions.
- Advertising and promotions – under budget by \$227,551 or 20.7% due to timing of advertising.
- Utilities – under budget by \$432,123 or 11.4% due to a mild winter.
- Insurance – under budget by \$83,686 or 7.3% due to favorable insurance rates.
- Stormwater and sanitation – under budget by \$47,911 or 4.2%.
- Professional services – under budget by \$383,335 or 46.1% due to the timing of billing of services used during the year and reduction of legal professional services expenses.
- Maintenance and repairs – under budget by \$765,637 or 22.3% due to lower necessary maintenance requirements.
- Administrative – under budget by \$64,614 or 14.7% due to lower education and tuition expenses.
- Supplies – under budget by \$57,062 or 7.9% due to lower usage.
- Services – **over budget** by \$225,995 or 5.5% due to increases in costs.
- Other – under budget by \$91,936 or 16.6% due to lower fuel, travel, and safety apparel expenses.

Operating Income – ahead of budget (favorable) by \$5,236,260 or 29.9%

Norfolk Airport Authority
Budget vs Actual
For the Eleven Months Ended 5/31/2024

	YTD Actual	YTD Budget	Favorable (Unfavorable)	Percent
Parking				
Parking lots	22,738,823	21,404,167	1,334,656	6.2%
Employee parking	613,605	595,833	17,772	3.0%
	<u>23,352,428</u>	<u>22,000,000</u>	<u>1,352,428</u>	<u>6.1%</u>
Rental Cars	8,693,926	8,332,500	361,426	4.3%
Landing Fees	9,395,937	9,424,250	(28,313)	(0.3%)
Rent				
Building Rent	2,310,446	2,236,667	73,780	3.3%
Ground Rent	159,114	189,750	(30,636)	(16.1%)
Common Use Gates	1,197,583	1,466,667	(269,084)	(18.3%)
Fuel Farm	372,117	376,750	(4,633)	(1.2%)
Air Cargo	253,618	252,083	1,535	0.6%
Airline Space	10,003,889	9,933,917	69,973	0.7%
Conference Center	4,860	4,583	277	6.0%
	<u>14,301,628</u>	<u>14,460,417</u>	<u>(158,788)</u>	<u>(1.1%)</u>
Concessions				
In-Flight Catering	56,089	96,250	(40,162)	(41.7%)
FBO	407,713	389,583	18,130	4.7%
Advertising	426,368	275,000	151,368	55.0%
Food Services	1,977,226	1,810,417	166,809	9.2%
Retail	1,469,514	1,513,417	(43,902)	(2.9%)
ATM Concessions	20,746	20,167	580	2.9%
Vending Machines	24,724	20,167	4,557	22.6%
Rideshare	1,229,999	1,098,167	131,832	12.0%
Other Ground Transportation	14,280	19,250	(4,970)	(25.8%)
	<u>5,626,658</u>	<u>5,242,417</u>	<u>384,242</u>	<u>7.3%</u>
Other				
Miscellaneous	191,885	144,833	47,051	32.5%
Security Reimbursements	86,292	112,750	(26,458)	(23.5%)
	<u>278,177</u>	<u>257,583</u>	<u>20,593</u>	<u>8.0%</u>
Total operating revenue	<u>61,648,755</u>	<u>59,717,167</u>	<u>1,931,588</u>	<u>3.2%</u>

Norfolk Airport Authority
Budget vs Actual
For the Eleven Months Ended 5/31/2024

	YTD Actual	YTD Budget	Favorable (Unfavorable)	Percent
Salaries, wages and benefits				
Salaries and wages	14,886,119	16,332,338	1,446,219	8.9%
Employee Bonuses	538,702	480,702	(58,000)	(12.1%)
Health Insurance	2,227,632	2,154,533	(73,098)	(3.4%)
Sick time redeemed	159,933	125,492	(34,441)	(27.4%)
Social security	1,128,924	1,185,250	56,326	4.8%
State insurance	186,024	201,025	15,001	7.5%
State retirement	1,945,112	1,960,750	15,638	0.8%
Unemployment	-	9,167	9,167	100.0%
	<u>21,072,446</u>	<u>22,449,257</u>	<u>1,376,811</u>	<u>6.1%</u>
Advertising and promotions	869,699	1,097,250	227,551	20.7%
Utilities				
Electricity	2,758,324	3,147,833	389,509	12.4%
Heating	226,743	288,292	61,549	21.3%
Telephones	179,546	168,051	(11,495)	(6.8%)
Water	191,286	183,847	(7,440)	(4.0%)
	<u>3,355,899</u>	<u>3,788,022</u>	<u>432,123</u>	<u>11.4%</u>
Insurance	1,062,148	1,145,833	83,686	7.3%
Payment to City of Norfolk	2,429,167	2,429,167	-	0.0%
Stormwater and sanitation	1,103,605	1,151,517	47,911	4.2%
Professional services				
Consultant fees	408,347	618,292	209,945	34.0%
Legal fees	(778)	183,333	184,111	100.4%
Signs	40,972	30,250	(10,722)	(35.4%)
	<u>448,540</u>	<u>831,875</u>	<u>383,335</u>	<u>46.1%</u>
Maintenance and repairs				
Maintenance and Repairs	2,240,661	2,829,933	589,272	20.8%
M/R - Fuel Farm	173,826	256,667	82,841	32.3%
Tools and equipment	255,497	349,021	93,524	26.8%
	<u>2,669,984</u>	<u>3,435,621</u>	<u>765,637</u>	<u>22.3%</u>
Administrative expenses				
Education and tuition	128,447	209,000	80,553	38.5%
Employee and community relations	137,341	116,921	(20,421)	(17.5%)
Postage	9,498	4,904	(4,593)	(93.7%)
Publication and dues	99,669	108,744	9,075	8.3%
	<u>374,955</u>	<u>439,569</u>	<u>64,614</u>	<u>14.7%</u>
Supplies	662,979	720,042	57,062	7.9%
Services	4,370,326	4,144,332	(225,995)	(5.5%)
Other				
Equipment and office rent	33,765	8,708	(25,056)	(287.7%)
Fuel and lubricants	148,029	206,617	58,588	28.4%
Laundry and uniforms cleaning	58,073	63,250	5,177	8.2%
Miscellaneous	(1,292)	550	1,842	334.9%
Safety apparel and equipment	39,375	71,821	32,445	45.2%
Travel	99,099	135,667	36,567	27.0%
Uniforms	83,398	65,771	(17,627)	(26.8%)
	<u>460,448</u>	<u>552,383</u>	<u>91,936</u>	<u>16.6%</u>
Total operating expenses	<u>38,880,196</u>	<u>42,184,867</u>	<u>3,304,671</u>	<u>7.8%</u>
Total operating income	<u>22,768,559</u>	<u>17,532,299</u>	<u>5,236,260</u>	<u>29.9%</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Administration				
Salaries And Wages	189,190	2,160,329	2,376,917	1,723,164
Employee Bonuses	5,667	120,333	62,333	-
Sick Time Redeemed	-	22,020	27,867	20,788
Advertising And Promotion	-	5,535	6,417	11,967
Interest Expense	295,092	3,246,008	3,246,008	3,397,546
Consultant Fees	34,686	243,321	320,833	311,333
Education And Tuition	1,650	26,456	45,833	14,097
Employee & Community Relations	7,023	72,237	36,667	25,904
Equipment And Office Rent	-	140	917	565
Fuel And Lubricants	49	235	458	256
Health Insurance	14,744	276,989	206,250	201,421
Depreciation Expense	1,450,000	15,800,000	15,800,000	13,415,093
Insurance	94,955	1,062,148	1,145,833	835,111
Laundry And Uniform Services	-	-	1,833	1,365
Legal Fees	119	(778)	183,333	36,304
Maintenance and Repairs	-	4,275	13,750	12,097
Miscellaneous	22	(1,370)	92	(20,166)
Postage	32	6,958	2,750	4,150
Publication And Dues	4,833	70,541	91,667	76,601
Safety Apparel And Equipment	-	593	458	-
Services	29,349	457,755	451,917	355,376
Signs	-	110	-	-
Social Security	12,599	140,705	148,500	129,489
State Insurance	2,716	27,923	29,333	22,915
State Retirement	34,936	360,129	356,583	298,801
Supplies	1,106	11,594	23,833	18,747
Telephone	12,608	146,030	137,500	147,161
Tools And Equipment	670	54,865	32,083	26,048
Travel	2,153	27,255	45,833	31,875
Uniforms	-	-	917	601
Unemployment Expense	-	-	9,167	-
Total	<u>2,194,199</u>	<u>24,342,336</u>	<u>24,805,883</u>	<u>21,098,610</u>
Capital Expenditures	<u>2,976</u>	<u>73,749</u>	<u>-</u>	<u>-</u>
Total Administration	<u>2,197,175</u>	<u>24,416,085</u>	<u>24,805,883</u>	<u>21,098,610</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
<i>Human Resources</i>				
Salaries And Wages	35,761	404,923	431,750	353,158
Employee Bonuses	1,167	12,833	12,833	-
Advertising And Promotion	150	1,048	27,500	11,513
Consultant Fees	-	2,460	75,167	2,460
Education And Tuition	1,012	27,280	58,667	5,668
Employee & Community Relations	1,402	19,557	33,000	12,293
Health Insurance	4,918	60,551	65,450	50,934
Maintenance and Repairs	-	215	1,375	12,952
Postage	-	-	1,604	-
Publication And Dues	550	1,733	1,164	1,306
Services	22,887	136,917	65,102	55,029
Social Security	2,622	30,214	29,333	25,042
State Insurance	432	4,146	5,500	4,278
State Retirement	4,089	43,291	46,750	41,118
Supplies	684	7,394	4,125	3,240
Telephone	89	974	1,100	973
Uniforms	-	-	229	50
Sick Time Redeemed	-	11,677	917	3,196
Tools And Equipment	1,134	7,341	15,125	-
Travel	-	904	2,292	868
Total	<u>76,897</u>	<u>773,458</u>	<u>878,982</u>	<u>584,076</u>
Capital Expenditures	-	10,373	-	-
Total Human Resources	<u>76,897</u>	<u>783,831</u>	<u>878,982</u>	<u>584,076</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
<i>Market Development</i>				
Salaries And Wages	44,041	386,331	327,250	323,438
Employee Bonuses	917	10,083	10,083	-
Advertising And Promotion	174,993	809,429	1,008,333	756,142
Sick Time Redeemed	-	10,311	7,700	3,984
Consultant Fees	15,878	123,302	137,500	54,165
Education And Tuition	-	4,890	8,525	4,335
Employee & Community Relations	2,010	16,297	11,458	3,019
Health Insurance	5,344	30,378	26,583	26,141
Maintenance and Repairs	2	5	92	(155)
Miscellaneous	-	-	229	-
Postage	-	2,150	-	-
Publication And Dues	3	19,899	6,600	7,012
Services	13,955	42,625	130,167	7,754
Signs	-	-	1,833	1,544
Social Security	3,407	30,145	24,750	23,687
State Insurance	638	4,947	4,583	4,180
State Retirement	6,324	48,558	40,333	40,844
Supplies	100	1,730	3,667	1,280
Uniforms	-	417	-	(41)
Telephone	111	1,099	1,375	850
Tools And Equipment	3,807	12,077	3,667	20
Travel	3,601	8,153	6,875	7,757
Total	<u>275,130</u>	<u>1,562,826</u>	<u>1,761,604</u>	<u>1,265,954</u>
Capital Expenditures	<u>18,675</u>	<u>51,211</u>	<u>-</u>	<u>-</u>
Total Market Development	<u>293,805</u>	<u>1,614,037</u>	<u>1,761,604</u>	<u>1,265,954</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Ambassadors				
Advertising And Promotion	6,090	15,549	13,750	6,970
Education And Tuition	-	-	1,833	650
Employee & Community Relations	1,557	18,420	13,750	13,995
Miscellaneous	-	-	229	-
Maintenance and Repairs	220	220	458	-
Postage	-	-	92	48
Publication And Dues	-	-	275	300
Services	-	804	917	744
Supplies	269	4,232	3,667	2,399
Telephone	49	534	596	533
Tools And Equipment	-	449	1,833	433
Travel	-	-	2,750	1,511
Uniforms	-	2,362	3,667	4,453
Total	<u>8,184</u>	<u>42,569</u>	<u>43,817</u>	<u>32,036</u>
Capital Expenditures	-	-	-	-
Total Ambassadors	<u>8,184</u>	<u>42,569</u>	<u>43,817</u>	<u>32,036</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

Field	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Salaries And Wages	87,585	1,025,156	1,137,379	891,425
Employee Bonuses	3,102	34,121	34,121	-
Consultant Fees	-	13,351	27,500	-
Sick Time Redeemed	-	17,332	18,333	29,883
Education And Tuition	45	9,994	7,333	3,568
Electricity	7,737	86,424	153,083	151,943
Employee & Community Relations	157	594	3,667	351
Equipment And Office Rent	-	7,032	7,792	10,917
Fuel And Lubricants	4,824	36,321	53,167	33,964
Heating	236	11,870	22,000	24,224
Health Insurance	14,066	207,665	181,500	168,558
Payment To City	33,412	367,533	367,533	367,533
Laundry And Uniform Services	-	14,559	18,333	18,284
Maintenance and Repairs	5,417	190,910	201,667	174,492
Safety Apparel And Equipment	47	3,530	7,333	5,198
Stormwater and Sanitation	59,589	651,333	664,583	642,772
Services	1,499	106,205	91,667	84,393
Signs	-	15,368	7,333	8,307
Social Security	6,622	80,918	89,833	68,740
State Insurance	1,252	13,496	13,750	11,815
State Retirement	12,757	137,563	136,583	120,790
Supplies	41	16,922	68,750	42,129
Telephone	180	1,949	3,392	1,431
Tools And Equipment	87	3,161	16,500	7,159
Travel	-	11,425	11,000	3,783
Uniforms	-	7,231	3,667	1,456
Water	129	1,120	1,833	1,087
Total	<u>238,782</u>	<u>3,073,084</u>	<u>3,349,633</u>	<u>2,874,201</u>
Capital Expenditures	<u>7,892</u>	<u>232,446</u>	<u>-</u>	<u>-</u>
Total Field	<u>246,674</u>	<u>3,305,530</u>	<u>3,349,633</u>	<u>2,874,201</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	Current Month Amount	YTD Actual Amount	YTD Budget Amount	Prior YTD Amount
<i>Departures Terminal</i>				
Salaries And Wages	85,627	1,040,115	1,146,469	1,172,577
Employee Bonuses	3,127	34,394	34,394	-
Consultant Fees	-	3,791	11,458	1,186
Sick Time Redeemed	6,635	20,829	7,150	23,983
Education And Tuition	-	12,624	5,500	2,663
Electricity	232,535	2,446,179	2,736,250	1,492,397
Equipment And Office Rent	-	26,243	-	4,378
Employee & Community Relations	(50)	2,497	2,750	1,139
Fuel And Lubricants	343	9,359	15,400	12,815
Heating	9,934	190,257	236,500	178,106
Health Insurance	12,550	142,300	152,167	151,930
Payment To City	45,337	498,708	498,708	498,708
Publication And Dues	-	488	-	-
Laundry And Uniform Services	2,472	24,756	20,167	25,342
Maintenance and Repairs	214,422	1,474,110	1,420,833	882,073
Miscellaneous	-	79	-	-
Safety Apparel And Equipment	119	1,454	5,958	841
Stormwater and Sanitation	17,526	277,767	265,833	226,639
Services	13,268	184,092	137,500	321,999
Signs	-	18,728	4,583	-
Social Security	6,892	81,802	87,083	89,733
State Insurance	1,221	13,034	12,833	15,157
State Retirement	11,933	127,088	129,250	149,485
Supplies	31,304	168,412	128,333	121,553
Telephone	176	2,243	3,208	3,540
Tools And Equipment	2,022	23,830	22,917	53,437
Travel	986	11,180	7,333	6,864
Uniforms	-	1,305	1,833	1,654
Water	17,485	171,384	169,583	141,024
Total	715,863	7,009,048	7,263,995	5,579,218
Capital Expenditures	45,861	205,028	-	-
Total Departures Terminal	761,724	7,214,076	7,263,995	5,579,218

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
<i>Passenger Loading Bridges</i>				
Salaries And Wages	6,532	78,651	74,786	-
Employee Bonuses	204	2,244	2,244	-
Health Insurance	-	-	9,625	-
Social Security	513	6,420	917	-
State Insurance	95	1,043	9,167	-
State Retirement	972	10,695	917	-
Maintenance and Repairs	1,929	68,947	114,583	51,917
Services	-	15,760	22,917	73,750
Supplies	572	63,640	55,000	1,555
Tools And Equipment	-	269	9,167	1,044
Total	<u>10,817</u>	<u>247,669</u>	<u>299,322</u>	<u>128,266</u>
Capital Expenditures	-	-	-	-
Total Passenger Loading Bridges	<u>10,817</u>	<u>247,669</u>	<u>299,322</u>	<u>128,266</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

<i>IT</i>	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Salaries and Wages	20,033	258,831	308,000	-
Employee Bonuses	833	9,167	9,167	-
Consultant Fees	-	12,960	9,167	-
Sick Time Redeemed	-	5,704	917	-
Education And Tuition	-	6,579	9,167	-
Employee & Community Relations	66	132	458	-
Fuel And Lubricants	107	1,134	917	-
Health Insurance	2,928	38,621	51,333	-
Services	70,340	373,583	275,000	-
Social Security	1,460	19,912	24,750	-
State Insurance	254	3,113	2,750	-
State Retirement	2,587	31,508	36,667	-
Maintenance and Repairs	1,249	6,925	458	-
Telephone	483	13,221	2,200	-
Tools And Equipment	1,775	60,132	68,750	-
Travel	-	2,718	2,750	-
Uniforms	575	2,541	1,283	-
Supplies	-	15,004	27,500	-
Total	<u>102,689</u>	<u>861,785</u>	<u>831,234</u>	<u>-</u>
Capital Expenditures	-	22,277	-	-
Total Arrivals Terminal	<u>102,689</u>	<u>884,062</u>	<u>831,234</u>	<u>-</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Police				
Salaries And Wages	241,290	2,922,034	3,320,676	2,970,554
Employee Bonuses	9,056	99,621	99,621	-
Sick Time Redeemed	13,033	30,459	9,167	7,583
Education And Tuition	1,889	23,300	30,892	20,902
Employee & Community Relations	71	2,292	4,308	976
Fuel And Lubricants	1,936	19,152	17,783	17,426
Health Insurance	43,442	474,214	443,667	474,355
Maintenance and Repairs	37,263	252,590	313,592	262,130
Postage	-	13	-	71
Publication And Dues	-	623	2,017	785
Safety Apparel And Equipment	4,424	18,416	25,667	10,320
Services	175,551	1,675,254	1,663,292	980,827
Social Security	18,807	225,163	246,583	217,726
State Insurance	3,481	37,079	39,417	37,619
State Retirement	34,838	377,180	398,750	382,618
Signs	-	-	2,750	-
Supplies	4,566	42,012	68,750	48,992
Telephone	354	2,653	5,408	2,185
Tools And Equipment	7,461	30,740	47,667	22,745
Travel	3,764	14,399	20,167	9,336
Uniforms	2,706	17,568	20,167	6,570
Total Police	<u>603,933</u>	<u>6,264,762</u>	<u>6,780,339</u>	<u>5,473,720</u>
Capital Expenditures	<u>43,695</u>	<u>297,697</u>	<u>-</u>	<u>-</u>
Total Police	<u>647,628</u>	<u>6,562,458</u>	<u>6,780,339</u>	<u>5,473,720</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Canine				
Salaries And Wages	24,213	279,044	264,247	244,045
Employee Bonuses	721	7,927	7,927	-
Sick Time Redeemed	-	3,015	5,683	11,292
Education And Tuition	-	250	2,063	405
Employee & Community Relations	-	-	138	-
Fuel And Lubricants	778	9,537	13,750	12,605
Health Insurance	2,401	40,163	38,500	36,396
Maintenance and Repairs	20	1,718	4,583	9,403
Publication And Dues	-	-	330	-
Safety Apparel And Equipment	-	502	3,208	842
Services	90	12,850	5,958	5,172
Social Security	1,824	21,562	20,167	18,785
State Insurance	273	3,047	3,025	2,952
State Retirement	2,794	31,248	30,250	30,272
Supplies	-	5,021	3,667	5,197
Telephone	186	2,041	3,850	2,040
Tools And Equipment	-	-	3,667	3,752
Travel	-	4,142	6,417	3,700
Uniforms	-	2,078	2,246	946
Total	<u>33,299</u>	<u>424,144</u>	<u>419,674</u>	<u>387,803</u>
Capital Expenditures	-	-	-	-
Total Canine	<u>33,299</u>	<u>424,144</u>	<u>419,674</u>	<u>387,803</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Fire				
Salaries And Wages	161,736	2,002,801	2,139,911	1,854,927
Employee Bonuses	5,836	64,197	64,197	-
Consultant Fees	-	9,162	27,500	-
Sick Time Redeemed	2,565	15,742	18,883	9,813
Education And Tuition	2,970	9,691	13,750	8,588
Electricity	747	8,330	11,000	9,886
Employee & Community Relations	407	1,291	2,292	234
Fuel And Lubricants	(1,357)	54,933	82,500	59,286
Heating	339	24,616	29,792	20,466
Health Insurance	24,964	285,663	252,542	252,221
Maintenance and Repairs	15,377	125,197	229,167	164,812
Publication And Dues	275	1,155	1,008	445
Safety Apparel And Equipment	7,131	13,752	24,750	17,412
Services	2,920	71,615	75,167	54,822
Social Security	12,147	153,956	157,667	137,443
State Insurance	2,324	25,351	25,667	23,418
State Retirement	23,831	259,958	256,667	240,124
Supplies	946	26,159	26,583	15,739
Telephone	334	3,670	3,564	2,673
Tools And Equipment	1,677	14,061	36,667	37,153
Travel	907	10,062	9,167	4,667
Stormwater and Sanitation	1,286	14,241	14,850	13,859
Water	270	3,100	6,930	2,589
Uniforms	1,236	9,803	11,000	6,874
Total	<u>268,868</u>	<u>3,208,507</u>	<u>3,521,218</u>	<u>2,937,451</u>
Capital Expenditures	-	92,505	-	-
Total Fire	<u>268,868</u>	<u>3,301,012</u>	<u>3,521,218</u>	<u>2,937,451</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Parking				
Salaries And Wages	184,466	2,354,688	2,717,875	2,376,102
Employee Bonuses	7,412	81,537	81,537	-
Advertising And Promotion	405	38,138	41,250	37,250
Consultant Fees	-	-	9,167	38,357
Sick Time Redeemed	1,659	6,356	13,750	11,298
Education And Tuition	550	3,618	13,750	9,168
Electricity	17,857	217,391	247,500	168,537
Employee & Community Relations	625	1,693	3,942	1,088
Equipment And Office Rent	-	350	-	-
Fuel And Lubricants	493	6,325	11,733	9,318
Health Insurance	33,202	363,708	418,000	388,489
Payment To City	142,084	1,562,926	1,562,926	1,562,834
Postage	-	377	-	-
Maintenance and Repairs	2,263	46,381	320,833	109,002
Publication And Dues	275	970	1,100	695
Stormwater and Sanitation	14,465	160,264	206,250	178,728
Services	96,064	1,019,795	908,417	1,802,583
Signs	-	6,767	13,750	6,630
Social Security	13,984	183,259	201,667	179,208
State Insurance	2,533	28,223	31,167	29,266
State Retirement	25,055	274,017	297,000	286,893
Supplies	22,447	31,853	50,417	23,120
Telephone	221	2,058	2,420	1,177
Tools And Equipment	3,621	22,852	37,583	12,579
Travel	-	2,745	5,500	4,997
Uniforms	351	23,933	11,000	10,513
Water	2,588	15,682	5,500	10,124
Total	<u>572,623</u>	<u>6,455,904</u>	<u>7,214,032</u>	<u>7,257,954</u>
Capital Expenditures	<u>9,174</u>	<u>216,749</u>	<u>-</u>	<u>-</u>
Total Parking	<u>581,797</u>	<u>6,672,653</u>	<u>7,214,032</u>	<u>7,257,954</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Ops				
Salaries And Wages	48,223	552,611	623,333	399,503
Employee Bonuses	1,667	18,333	18,333	-
Sick Time Redeemed	-	202	-	-
Education And Tuition	1,360	3,100	8,938	750
Employee & Community Relations	209	803	2,200	419
Fuel And Lubricants	1,141	11,032	10,908	8,022
Health Insurance	8,283	76,861	47,667	46,065
Maintenance and Repairs	1,892	63,385	201,208	113,621
M/R - Fuel Farm	17,286	173,826	256,667	204,433
Postage	-	-	458	56
Publication And Dues	-	860	458	-
Safety Apparel And Equipment	182	1,128	4,446	775
Services	6,307	126,788	151,313	86,508
Social Security	3,583	42,283	44,000	29,555
State Insurance	674	6,838	6,417	4,699
State Retirement	6,657	67,454	63,250	46,878
Supplies	313	6,160	17,417	4,949
Telephone	190	1,999	2,246	1,217
Tools And Equipment	375	9,464	39,646	22,932
Travel	325	2,253	12,833	1,548
Uniforms	-	6,237	6,096	3,565
Total	<u>98,668</u>	<u>1,171,617</u>	<u>1,517,834</u>	<u>975,497</u>
Capital Expenditures	-	80,044	-	-
Total Ops	<u>98,668</u>	<u>1,251,660</u>	<u>1,517,834</u>	<u>975,497</u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Janitorial				
Salaries And Wages	114,104	1,420,604	1,463,746	1,265,123
Employee Bonuses	3,992	43,912	43,912	-
Sick Time Redeemed	1,118	16,285	15,125	16,367
Education And Tuition	-	665	2,750	399
Employee & Community Relations	97	1,529	2,292	555
Health Insurance	17,374	230,518	261,250	234,209
Laundry And Uniform Services	2,144	18,758	22,917	27,019
Maintenance and Repairs	652	5,783	7,333	11,933
Publication And Dues	-	3,400	4,125	290
Services	30,009	146,282	165,000	152,384
Social Security	8,802	112,587	110,000	96,785
State Insurance	1,652	17,785	17,417	16,048
State Retirement	16,317	176,422	167,750	159,606
Supplies	4,221	262,847	238,333	260,582
Tools And Equipment	-	16,253	13,750	20,388
Uniforms	-	9,924	3,667	2,932
Telephone	98	1,075	1,192	1,050
Travel	-	3,865	2,750	3,165
Total	<u>200,580</u>	<u>2,488,494</u>	<u>2,543,308</u>	<u>2,268,835</u>
Capital Expenditures	-	22,520	-	-
Total Janitorial	<u>200,580</u>	<u>2,511,014</u>	<u>2,543,308</u>	<u>2,268,835</u>
Total All Expenses	<u>5,400,533</u>	<u>57,926,204</u>	<u>61,230,875</u>	<u>50,863,621</u>
Total Capital Expenditures	<u>128,273</u>	<u>1,304,598</u>	<u>-</u>	<u>-</u>
Total All Departments	<u><u>5,528,806</u></u>	<u><u>59,230,802</u></u>	<u><u>61,230,875</u></u>	<u><u>50,863,621</u></u>

Norfolk Airport Authority
 Departmental Expenses
 For The Period Ending May 31, 2024

	<u>Current Month Amount</u>	<u>YTD Actual Amount</u>	<u>YTD Budget Amount</u>	<u>Prior YTD Amount</u>
Salaries And Wages	1,242,800	14,886,119	16,332,338	13,574,016
Employee Bonuses	43,701	538,702	480,702	-
Sick Time Redeemed	25,011	159,933	125,492	138,187
Advertising And Promotion	181,638	869,699	1,097,250	823,842
Interest Expense	295,092	3,246,008	3,246,008	3,397,546
Consultant Fees	50,564	408,347	618,292	408,686
Education And Tuition	9,475	128,447	209,000	71,193
Electricity	258,877	2,758,324	3,147,833	2,574,341
Employee & Community Relations	13,574	137,341	116,921	59,974
Equipment And Office Rent	-	33,765	8,708	15,859
Fuel And Lubricants	8,314	148,029	206,617	153,691
Heating	10,509	226,743	288,292	349,264
Health Insurance	184,216	2,227,632	2,154,533	2,030,719
Insurance	94,955	1,062,148	1,145,833	835,111
Payment To City	220,833	2,429,167	2,429,167	2,429,075
Laundry And Uniform Services	4,616	58,073	63,250	72,009
Legal Fees	119	(778)	183,333	36,304
Maintenance and Repairs	280,705	2,240,661	2,829,933	2,207,648
M/R - Fuel Farm	17,286	173,826	256,667	204,433
Miscellaneous	22	(1,292)	550	(20,166)
Postage	32	9,498	4,904	4,366
Publication And Dues	5,936	99,669	108,744	87,434
Safety Apparel And Equipment	11,903	39,375	71,821	35,595
Stormwater and Sanitation	92,866	1,103,605	1,151,517	1,099,005
Services	462,239	4,370,326	4,144,332	4,127,912
Signs	-	40,972	30,250	18,588
Social Security	93,263	1,128,924	1,185,250	1,016,192
State Insurance	17,543	186,024	201,025	172,346
State Retirement	183,091	1,945,112	1,960,750	1,797,429
Supplies	66,569	662,979	720,042	616,149
Telephone	15,076	179,546	168,051	164,831
Tools And Equipment	22,629	255,497	349,021	230,196
Travel	11,736	99,099	135,667	80,071
Unemployment Expense	-	-	9,167	-
Uniforms	4,868	83,398	65,771	39,572
Water	20,471	191,286	183,847	189,456
Depreciation Expense	1,450,000	15,800,000	15,800,000	13,415,093
Total Expenses	<u><u>5,400,533</u></u>	<u><u>57,926,204</u></u>	<u><u>61,230,875</u></u>	<u><u>52,455,967</u></u>

Norfolk Airport Authority
Capital Expenditures
Fiscal Year 2024

Local Funding

Month		Description	Amount	Monthly Total
July	Police	Ford Expedition	53,967.00	
	Police	Ford Expedition	54,077.00	
August	Fuel Farm	Inventory System	61,351.20	169,395.20
	Janitorial	Ride on Scrubber	22,520.16	
	Parking	Expansion of Ops Center	4,493.30	
September	Police	Copier	10,793.70	37,807.16
	Police	Ford Expedition Customization	239.00	
	Terminal	Backflow preventer replacement	17,122.00	
	Parking	Server Replacement	5,040.00	
October	Parking	Ops Center Expansion	2,032.98	
	Parking	Golf Carts	39,750.00	64,183.98
	Admin	Office Furniture	11,396.34	
	Marketing	Christmas Decorations	13,496.03	
November	Parking	Server Replacement	5,040.00	
	Police	Ford Expedition Customization	6,518.44	
	Parking	Ops Center Expansion	3,330.00	39,780.81
	Police	Polaris Ranger Crew XP	41,960.79	
	Police	Ford Expedition Customization	239.00	
	Marketing	Christmas Decorations	365.00	
	Fire	Fitness Equipment	10,532.00	
December	Terminal	Play Area	20,450.00	
	Parking	Ops Center Expansion	92.69	73,639.48
	Admin	Office Furniture	(440.80)	
	Police	Polaris Customization	49.99	
	Parking	GEM eLXD	37,408.72	
	Parking	Server Replacement	8,787.00	
January	Parking	Garage Sweepers	77,218.00	
	Terminal	FIDS Switch Replacements	25,306.00	148,328.91
	Admin	Office Furniture	10,216.58	
	Terminal	LOVE Sign	7,250.00	
	Fire	PPE	71,439.00	
	Police	Vehicle Equipment and Graphics	18,345.86	
	Police	Network Video Recorders	54,298.77	
	Ops	Expansion of Ops Center	1,979.52	
	Admin	Kitchen Update	10,756.22	
	Field	Ventrac Tractor	71,000.00	245,285.95
February	Fire	Fitness Equipment	10,533.71	
	Police	Night Vision Equipment	13,512.00	
	Terminal	Play Area	20,450.00	
March	Ops	Expansion of Ops Center	16,713.12	61,208.83
	Terminal	ORF Logo in Main Lobby	5,870.00	
	HR	Furniture	2,099.85	
	Parking	UPS Replacement	15,297.00	
	IT	Server Replacement	22,277.00	

	Field	Hustler Mower	13,249.50	
	Parking	Vehicle Graphics	1,498.00	
	Terminal	Play Area	5,569.64	
	Parking	Ops Center Expansion	3,015.17	
	Admin	Office Renovation	35,869.14	104,745.30
April	Admin	Office Furniture	2,975.70	
	HR	Furniture	8,273.30	
	Terminal	FIDS Switch Replacements	13,121.00	
	Field	15' 540 Rotary Cutter	20,357.00	
	Field	RTV Enclosure	13,642.57	
	Marketing	TransformORF.com	18,675.00	
	Parking	Ops Center Expansion	4,572.10	
	Terminal	Conference Rooms AV	37,873.50	
	Terminal	Play Area	6,155.00	
	Field	Bay Ceiling Insulation	106,305.00	231,950.17
May	Admin	Office Furniture	2,975.70	
	Field	Office Furniture	7,891.52	
	Terminal	FIDS Switch Replacements	26,510.00	
	Police	AP-9	43,695.20	
	Marketing	TransformORF.com	18,675.00	
	Parking	Ops Center Expansion	9,174.18	
	Terminal	Conference Rooms AV	12,100.98	
	Terminal	LOVE Sign	7,250.00	128,272.58
				<u><u>1,304,598.37</u></u>

Norfolk Airport Authority
CPE Analysis

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
Enplanements	234,377	222,987	194,510	201,186	193,379	193,043	149,776	149,074	189,003	191,762	220,661		2,139,758
Landing fees	893,493	881,024	801,779	803,215	741,562	726,362	646,088	667,228	744,161	794,224	880,213		8,579,349
Airline rent	1,108,209	1,094,539	1,010,765	932,177	1,000,360	1,021,376	1,013,711	1,012,771	1,067,451	1,065,913	1,112,803		11,440,075
Total airline cost	2,001,702	1,975,563	1,812,544	1,735,392	1,741,922	1,747,738	1,659,799	1,679,999	1,811,612	1,860,137	1,993,016	-	20,019,424

Cost per enplanement	\$ 8.54	\$ 8.86	\$ 9.32	\$ 8.63	\$ 9.01	\$ 9.05	\$ 11.08	\$ 11.27	\$ 9.59	\$ 9.70	\$ 9.03		\$ 9.36
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	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Total
Enplanements	215,622	200,232	176,684	178,430	165,497	165,587	134,306	132,124	166,096	184,674	202,023	215,819	2,137,094
Landing fees	705,217	684,546	620,672	679,031	638,750	545,938	513,791	560,221	567,881	600,692	636,998	699,470	7,453,207
Airline rent	518,197	504,315	487,020	485,755	493,045	515,316	476,705	483,228	468,034	491,686	482,947	528,640	5,934,888
Total airline cost	1,223,414	1,188,861	1,107,692	1,164,786	1,131,795	1,061,254	990,496	1,043,449	1,035,915	1,092,378	1,119,945	1,228,110	13,388,095

Cost per enplanement	\$ 5.67	\$ 5.94	\$ 6.27	\$ 6.53	\$ 6.84	\$ 6.41	\$ 7.37	\$ 7.90	\$ 6.24	\$ 5.92	\$ 5.54	\$ 5.69	\$ 6.26
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	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
Enplanements	191,837	182,820	153,646	161,669	164,322	164,534	107,471	116,093	158,262	173,552	195,243	201,438	1,970,887
Landing fees	581,736	586,224	536,669	557,780	575,962	550,131	475,086	472,045	577,931	602,426	641,502	683,726	6,841,218
Airline rent	368,358	363,819	341,878	356,443	354,624	357,400	346,134	354,742	354,536	361,804	369,966	380,625	4,310,329
Total airline cost	950,094	950,043	878,547	914,223	930,586	907,531	821,220	826,787	932,467	964,230	1,011,468	1,064,351	11,151,547

Cost per enplanement	\$ 4.95	\$ 5.20	\$ 5.72	\$ 5.65	\$ 5.66	\$ 5.52	\$ 7.64	\$ 7.12	\$ 5.89	\$ 5.56	\$ 5.18	\$ 5.28	\$ 5.66
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