

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, MARCH 6, 2018
8:30 A.M.**

PRESENT: Tim M. Slattery, Chairman
Jennifer T. Dane, Vice Chairman
William R. Miller, Secretary/Treasurer
U. Henry Bowlin
Tom Green
Frank S. Ioppolo, Jr.
Clyde H. Robertson, Jr.
Clayton D. Simmons
Stephen P. Smith
Commissioner Brenda Carey, County Liaison
Mayor Jeff Triplett, City Liaison
Brett Renton, Airport Counsel
Ken Wright, Airport Counsel

ABSENT:

STAFF PRESENT: Diane Crews, President & CEO
George Speake, Executive Vice President & COO
Don Poore, Chief Financial Officer
Jerry Crocker, IT Manager
Thomas Fuehrer, SAPD Chief
Lori Hunt, Executive Assistant
Jacqueline Lauterbach, Leasing Manager
Al Nygren, Property Manager
Lauren Rowe, Director of Communications
Julie Sawyer, Executive Assistant
Rachel Walker, Finance Manager

OTHERS PRESENT: Elizabeth Brown, AWW
Dave Cattell
Kelly Cohen, Southern Strategy
Rhonda Deaton, AWW
Cranston Harris, Walbridge
Joel Knopp, Moore Lovelace Stephens
Geoff Lane, Constant Aviation
Genean McKinnon
Patrick Mahoney, NAI Realvest
Zach Nelson, McFarland Johnson
Jeremiah Owens, CPH Engineers
Paul Partyka, NAI Realvest
Dan Ping, The Bokey
Rachel Saunders, NAI Realvest

Greg Smith, MillionAir
Kevin Spolski, Spolski Construction

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND INTRODUCTION OF GUESTS

The meeting was called to order at 8:27 a.m. followed by the Pledge of Allegiance and introduction of guests.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON FEBRUARY 6, 2018

Motion by Board Director Smith, seconded by Board Director Bowlin, to approve the revised Minutes of the Regular Meeting held on February 6, 2018. Vote was taken, none opposed. Motion passed.

Discussion ensued regarding minutes as verbatim versus summary. Ken Wright clarified there is no reason for verbatim minutes as long as you capture the discussion and action taken.

4. LIAISON REPORTS

A. Seminole County

Commissioner Carey discussed the Airport's recent request for a construction moratorium on land development and land use surrounding the airport.

B. City of Sanford

Mayor Triplett discussed the Airport's proposed construction moratorium.

COMMITTEE REPORTS

A. METROPLAN ORLANDO

Board Director Smith updated the Board regarding MetroPlan Orlando: I-4 Ultimate project and Federal infrastructure bill. Discussion ensued with Ken

Wright and Commissioner Carey regarding FDOT budget, federal funding of road projects. Discussion ensued regarding the 528 extension, Wekiva Parkway and proposed 417 entrance ramp at Airport Boulevard.

5. COMMENTS FROM THE PUBLIC

None.

6. PRESIDENT'S REPORT

President Crews updated the Board regarding construction projects, and the RFP for terminal expansion financing.

George Speake updated the Board regarding status of the Enterprise Fleet Leasing program, and the full-scale Triennial Exercise. Chairman Slattery requested a full cost benefit analysis be presented to the Board prior to budget preparation with regards to Enterprise Fleet Leasing for FY 2018/2019.

Don Poore introduced Joel Knopp, Moore Stephens Lovelace. Joel Knopp presented the Audit 2016/2017 to the Board.

Lauren Rowe updated the Board regarding media coverage, marketing events, re-branding, new logo and the Airport's annual report.

Paul Partyka with NAI Realvest gave the Property Management Report. Patrick Mahoney, also with NAI Realvest, thanked Don Poore and his accounting team who along with the NAI Realvest team have put in a lot of extra hours the last 30 days to achieve a reasonable income statement. He appreciated all the hard work.

President Crews introduced Kelly Cohen, Southern Strategy. Southern Strategy also represents City of Sanford. Ms. Cohen updated the Board regarding lobbying activities. Ms. Cohen discussed the possibility of the Airport hosting a tour and reception for Transportation Secretary Mike Dew. Chairman Slattery requested of Ms. Cohen more information in her reports.

President Crews updated the Board regarding noise complaints and the proposed construction of a ground run-up enclosure, or "hush house". Discussion ensued regarding the transition of Allegiant's MD-80 fleet, necessity of maintenance on the aircraft, noise complaints, need, size and cost of a hush house. Chairman Slattery assured Mayor Triplett and Commissioner Carey the Board is taking this seriously and will keep it on the front burner. If we suddenly find \$8 million dollars we will build the hush house; and we have our lobbyist looking for the money. We do our best to ask Allegiant not to do the midnight run ups.

President Crews briefed the Board on the application process for PFC#5.

President Crews updated the Board regarding Zyscovich Architects and distributed a timeline that indicates completion of Task 2 no later than May 31, 2018.

Discussion ensued regarding scheduling an EDAC meeting to discuss Zyscovich Phase 2. Board Director Green requested Zyscovich weigh in on how they would look at the land value.

President Crews referenced the Police and Fire reports, updated the Board on Calendar events, and distributed the monthly aerials.

President Crews informed the Board that she is considering adding a new executive position to the budget; this person would be responsible for such things as compliance with state and federal government, and environmental issues, including noise impacts. Board Director Green suggested President Crews build a business plan and also consider outsourcing some of the proposed job responsibilities.

7. COUNSEL'S REPORT

[Presented out of order prior to the President's report]

Brett Renton updated the Board regarding lease form template updates, OSI agreement documents and trademark litigation.

8. AIRPORTS WORLDWIDE REPORT

Elizabeth Brown updated the Board.

9. CHAIRMAN'S REPORT

Chairman Slattery informed the Board the SAA Board meetings will be moved to the Vigilante room starting April 10, 2018 due to the terminal expansion. Chairman Slattery requested the Board schedule an EDAC meeting. It was decided that the meeting be held on March 21st at 8:00 a.m. The Board agreed to tour the Commerce Park after the April 10th Board meeting.

10. CONSENT AGENDA

- A. Consider request to move April Board meeting to April 10, 2018.
- B. Consider approval of Addendum B to Lease No. 2014-16 with DIGNOTTI GROUP, INC. for Building No. 569 and 5,610 sq.ft. Pad located at 3986

- Aviation Loop, Sanford, FL (Warehouse/Pad).
- C. Consider proposed changes to the "Request for Proposal to Taxicab Concession Services".
 - D. Consider approval of Addendum A to Lease No. 2017-002 with Christopher and Mary Murray for Building No. 298N, located at 3105 Rudder Cr., Sanford, FL (Residential).
 - E. Consider approval of FY 2016-2017 Annual Audit.
 - F. **ADD-ON:** Consider approval of Lease No. 2018-005 with JULIE WALKER for Building No. 531, located at 3575 Marquette Ave., Sanford, FL (Residential).

Motion by Board Director Smith, seconded by Board Director Robertson to approve Consent Agenda items A through F. Vote taken, none opposed. Motion passed.

- 11. COMMENTS FROM THE PUBLIC
- 12. OTHER BUSINESS
- 13. REMINDER OF NEXT BOARD MEETING (APRIL 10, 2018)
- 14. ADJOURNMENT

There being no further business, the meeting adjourned at 10:18 a.m.

Respectfully submitted,



Diane H. Crews, President & CEO
/lh