

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, APRIL 10, 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., Board Director
Clayton D. Simmons
Stephen P. Smith
Brett Renton, Airport Counsel

ABSENT: Mayor Jeff Triplett, City Liaison
Commissioner Brenda Carey, County Liaison

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

OTHERS PRESENT: Oscar Anderson, Southern Strategy
Jonathan Hand, ATKINS
Elizabeth Brown, AWW
Spencer Carey
Randy Clements, BMO Law
Kelly Cohen, Southern Strategy
Kevin Dillon, Constant Aviation
Tracy Forrest, SE Ramp
Mark Galvin, Hill Top Securities
Karen McKinnon, CE Avionics
Jeremiah Owens, CPH Engineers
Paul Partyka, NAI Realvest
Rachel Saunders, NAI Realvest
Angela Singleton, SW Financial
Greg Smith, MillionAir

**Kevin Spolski, Spolski Construction
Steve Zucker, Shutts & Bowen**

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

The meeting was called to order at 8:30 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 MARCH 6, 2018

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

4. LIAISON REPORTS

A. Seminole County

Commissioner Carey was absent.

B. City of Sanford

Mayor Triplett was absent.

5. COMMENTS FROM THE PUBLIC

None.

6. PRESIDENT'S REPORT

President Crews updated the Board regarding construction projects and announced date of May 2nd for construction to begin on the Terminal Expansion Project.

George Speake distributed a monthly landing and takeoff report provided by the Air Traffic Control Tower and updated the Board.

Lauren Rowe updated the Board regarding public relations. She announced President Crews was selected by the Orlando Business Journal Editorial staff as one of the 2018 Women Who Mean Business honorees.

Property Management Report – NAI Realvest: Paul Partyka presented a brief overview of the monthly Property Management Report.

Oscar Anderson, Southern Strategy was introduced to the Board by President Crews. Mr. Anderson stated he has been in Tallahassee during the legislative session and presented an update to the Board. Mr. Anderson discussed the Hush House [Ground Run-Up Enclosure] cost, necessary conversations with DOT, and stated Southern Strategy would be scheduling a future meeting with President Crews and Chairman Slattery.

President Crews updated the Board on the FTZ Foreign Trade Zone.

President Crews informed the Board Zyscovich will be presenting phase II to the EDAC Committee on April 26th at noon and all Board Directors were encouraged to attend. Zyscovich has also assisted with the MRO Conference materials.

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

7. COUNSEL'S REPORT

Brett Renton updated the Board regarding: commercial and residential lease formats, Gator Dock and Marine environmental issue, dispute with Collage, and GOAA Trademark dispute. Mr. Renton stated for clarification the SAA is a special district of the State of Florida.

8. AIRPORTS WORLDWIDE REPORT

Elizabeth Brown updated the Board March was the highest month ever and the Airport is experiencing phenomenal growth. Allegiant will be launching new service to Syracuse beginning May 30th. Allegiant's retirement of MD80's will take place middle of May through the end of November (November 26, 2018).

9. CHAIRMAN'S REPORT

Chairman Slattery stated he had nothing to report.

10. CONSENT AGENDA

- A. Consider approval of official bid tabulation and authorization to award contract for the Taxable Bank Non-Revolving Line of Credit in an Approximate Amount of \$60,500,000.
- B. Consider approval of official bid tabulation and authorization to award Contract for Taxicab Concession Services.
- C. Consider ratification of Lease No. 2017-29 with Seminole County Sheriff's Office for Building No. 515-6/7, located at 2818 and 2812 S. Mellonville Ave. Sanford (Warehouse).
- D. Consider ratification of Lease No. 2018-004 with Seminole County Sheriff's Office for Bunkers 56 and 58, located on the airfield. (BUNKER).
- E. Consider approval of Addendum A to Lease No. 2018-002 with Jason Davis d/b/a Davis Customs for Building No. 515-6/7 located at 2818 and 2812 S. Mellonville Ave. Sanford, (Warehouse).
- F. Consider approval of Addendum A to Lease No. 2017-10 with Skimmer Skiff's, LLC for Building No. 262, located at 2751 Flightline Ave., Sanford (Warehouse).
- G. Consider approval of Task Order No. 2018-1 for CPH, Inc. for Terminal Expansion Post Design Services.
- H. Consider approval of Addendum D to Lease No. 2001-05 with HAZARD SERVICES, INTERNATIONAL, INC. for Bldg. 60/Airfield. (Bunker).
- I. Consider approval of Addendum B to Lease No. 2016-09 with SOUTHLAND CONSTRUCTION, INC., for Building No. 515-2/3, located at 2842 and 2836 S. Mellonville., Sanford (Office/Warehouse).

Chairman Slattery pulled item G from the Consent Agenda.

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

11. DISCUSSION AGENDA

- A. Consider approval of:
 - 1) Official Bid Tabulation and Airport Facilities Revenue Note, Series 2018, in the amount of \$60,500,000 for funding of the Terminal Expansion Project and related activities, as authorized in Resolution 2018-001 and
 - 2) Resolution No. 2018-001 relating to Taxable Airport Facilities Revenue Note, Series 2018.

President Crews stated Don Poore would be presenting this item. Don Poore introduced Mark Galvin and Angela Singleton with Southwest Financial, Steve Zucker with Shutts & Bowen and Randy Clements, BMO Law who is our bond counsel. Don Poore referenced the Terminal Expansion loan RFP for a non-revolving line of credit in the amount of \$60,500,000, that several of the large banks chose not to participate but we received four good responses. A tally sheet was distributed to the Board. Mr. Poore noted that Fifth Third Bank

provided the most beneficial response, and discussed interest rate, counsel fee, extension rights and terms, and the fact that there is no origination fee. Chairman Slattery stated the rate quoted was far below what we thought the market would provide, he was ecstatic with the rates. Mr. Poore stated there was one concession that we move our PFC bank account over to Fifth Third, which he did and also he set up a checking account to allow withdrawals. There are two items for the Board's signature, 1) certificate related to public meetings and no conflict of interest with Fifth Third Bank 2) Resolution allowing us to sign off on the loan. Chairman Slattery clarified with Board Director Green he had no conflicts with Fifth Third Bank. Mr. Poore discussed the two current commercial loans with Bank of America with a swap derivative attached to it, and one with Valley National. These loans will be paid off with the proceeds from the new PFC application that we are being reimbursed. Mr. Poore stated the Chairman, President Crews and the finance team will go online with Bank of America today to determine the value of the swap derivatives. The two commercial loans will be retired and the Fifth Third loan will replace them, then when we go out we don't have to piece meal collateral.

Chairman Slattery inquired if the Board Directors had any questions. He stated we've had some financial success in the past which has enabled us to be debt free until today when he signs a \$60 million dollar loan. Chairman Slattery stated it is a testament to this Board the success we've had to be able to do this, to give us the freedom in three years to go out and get a really good permanent loan. He felt it was the right move that was suggested by counsel and our security advisor.

President Crews thanked Chairman Slattery as this is what he does for a living and his input added to staff's comfort level.

Motion by Board Director Smith, seconded by Board Director Ioppolo to approve Discussion Agenda item A, consideration approval of official bid tabulation in the amount of \$60,500,000 funding for the Terminal Expansion as authorized in Resolution No. 2018-001 relating to Taxable Airport Facilities Revenue Note, Series 2018 and related documents. Vote taken, none opposed. Motion passed.

12. COMMENTS FROM THE PUBLIC

None.

13. OTHER BUSINESS

Board Director Ioppolo requested the Financials be distributed with the Agenda package. Don Poore responded Financials are now quarterly and will be provided at the May 1, 2018 meeting.

Chairman Slattery reminded the Board all future meetings will be held in the Vigilante Room, and the tour of Commerce Park will be scheduled for next month.

14. REMINDER OF NEXT BOARD MEETING (MAY 1, 2018)

15. ADJOURNMENT

There being no further business, the meeting adjourned at 9:42 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane H. Crews".

Diane H. Crews, President & CEO
/lh