

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
AUGUST 7, 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. (arrived 8:37 a.m.)
Clyde H. Robertson, Jr.
Clayton D. Simmons
Stephen P. Smith
Brett Renton, Airport Counsel
Commissioner Brenda Carey, County Liaison

ABSENT: Mayor Jeff Triplett, City Liaison

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

OTHERS PRESENT: Sonya Brauer, Southeast Ramp
Elizabeth Brown, AWW
Dave Cattell
Todd Knuckey, Mead & Hunt
Geoff Lane, Constant Aviation
Brady Lessard, CPH
Hillary Maul, AVCON
Bill McGrew, GAI
Jeremy Owens, CPH
Rachel Saunders, NAI Realvest
Tim Shea, AVCON
Angela Singleton, Hilltop Orlando
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 8:30 a.m. followed by the Pledge of Allegiance.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON JULY 10, 2018

Motion by Board Director Dane, seconded by Board Director Smith, to approve the Minutes of the Regular Meeting held on July 10, 2018. Vote was taken, none opposed. Motion passed.

4. PRESENTATION BY BIG VISION – NEW LOGO

This item was pulled from the Agenda. Chairman Slattery requested that President Crews share the new logo information with the Board Directors.

5. LIAISON REPORTS

A. Seminole County

Commissioner Carey updated the Board regarding SR 46 construction project. There may be additional mitigation and excavation required in certain areas along the road. Current completion date anticipated is February 2019. The County is in budget discussions. Commissioner Carlton Henley has resigned due to health problems.

B. City of Sanford

Mayor Triplett was absent.

6. COMMENTS FROM THE PUBLIC

None.

7. PRESIDENT'S REPORT

President Crews stated presentations would be made by Jeremy Owens, CPH, regarding Terminal Expansion Project and Hillary Maul, Avcon, regarding Taxiway Romeo Ramp Expansion, Runway Incursion Mitigation and Key Control Projects.

Board Director Smith updated the Board regarding Terminal Expansion weekly meetings: Project is operating as smoothly as he's ever seen in a construction project. Everything is on time and moving forward. Change orders have been non-existent.

President Crews updated the Board that the cell phone lot has been paved.

George Speake updated the Board regarding: Security, Aviation Day 2019 and a prospective Air Show. George Speake invited the Board to attend the ribbon cutting ceremony for the Seminole High School Aviation Program on August 17, 2018.

Security

George Speake informed the Board we had our annual inspection from TSA recently, resulting in the 2nd year of no discrepancies. President Crews updated the Board she met with Jerry Henderson, Federal Security Director, Orlando, Friday afternoon and he said that the comprehensive inspection was the best he's seen in 15 years. George Speake explained this happens with the assistance of everyone, tenants, partners and staff that make this Airport operate the way it does. President Crews stated several personnel were cited in the close out, and those specific employees will be recognized and commended.

Aviation Day 2019

George Speake updated the Board, the first Aviation Day was December 9, 2017 and it was a very successful event: 2000-2500 people, majority were kids, the idea is to talk to kids about aviation careers, encourage kids to explore potentially heading into aviation. Next event will be January 26, 2019. This date works better with the public schools and college.

Participants anticipated to be: NOAA (National Oceanic and Atmospheric Administration) hurricane hunter, Coast Guard C130, H60 helicopters. Shasta Weyz, an Afghan American immigrant and the youngest woman to fly around the world solo in a single engine aircraft will be returning this year. We are also hoping to have a lady from SpaceX who designed the crawler for the current program.

The schools are looking forward to it as well to highlight the fact that the schools and the college are expanding their aviation programs. We are expecting to double attendance this year.

Air Show

Discussion ensued regarding: air show to be held March 2020; Friday-Sunday, additional night fly over Lake Monroe; won't affect commercial operations; anticipated attendance 15,000 per day; will coordinate with Air Traffic Control Tower and AWW; won't generate revenue for the Airport but will include reimbursement of all our costs; improves our visibility as a recurring event with a national company.

Discussion ensued regarding: allowing Sanford businesses to participate; allowing other air show promoters to bid; and how the show can promote the City of Sanford.

Concerns expressed included logistics, staff, traffic control, manpower, volunteers, revenue neutral aspect, and the fact that the Tico Air Show is also in March.

Following discussion, the Board concurred to have the one-year initial agreement reviewed by counsel and form an event committee. Director Robertson volunteered to serve on the committee.

Don Poore updated the Board regarding employee health insurance. Current carrier United Healthcare 8% increase, budget for 15%, going to shift over to Blue Cross Blue Shield 6% increase. Dental will change to Principle 10% reduction in cost. Vision dropped by 6%. All 125 plans brought to us by Allstate remain the same. Offering new benefits: flexible saving accounts, supplemental hospital insurance for everyone, and online enrollment.

President Crews updated the Board that employees covered under their spouse's place of employment will no longer receive a cash allowance of half the insurance premium payment benefit. Chairman Slattery requested Don Poore explore HSA plans opposed to FSA accounts.

Don Poore distributed the attorney's invoice to the Board Directors.

Lauren Rowe updated the Board regarding communications: Annual Report, Telemundo World Cup Coverage and Congresswoman Stephanie Murphy press release regarding \$4.2 million FAA Grant.

Rachel Saunders, NAI Realvest updated the Board regarding: tenants wanting to expand, renewed leases, marketing of land parcels and press release. Paul Partyka will be attending ICSC conference this month.

President Crews stated the Zyscovich Master Plan is at the printer, Lori Hunt will be scheduling meetings with various groups identified to present the plan. Zyscovich Master Plan will be placed on the SAA website. Preliminary numbers from enplanements 2017 received from the FAA show that we are the, 77th busiest airport out of 553 commercial service airports in the US; previously, we were 81st. President Crews updated the Board regarding recent FDOT Annual Gaming Meeting, attended by District Secretary Mike Shannon.

Board Director Smith updated the Board regarding MetroPlan, noting he had a recent meeting with Gary Huttman, MetroPlan incoming Executive Director to discuss the 417 Slip Ramp project and that is at the top of their radar.

President Crews requested changing the October Board meeting to October 9th which would allow her to attend the annual ACI-NA conference. The Board agreed to move the meeting to October 9th.

8. COUNSEL'S REPORT

Brett Renton updated the Board regarding: 1) Collage - no Shade Session is necessary, looking to be resolved; 2) GOAA Trademark - requesting under the Florida Statutes a Shade Session at the end of the September Board meeting; 3) ACDBE-Airport Concession Disadvantage Business Enterprise.

9. AIRPORTS WORLDWIDE REPORT

Elizabeth Brown updated the Board on July statistics as the best month ever on record surpassing March. Represents 320,000 passengers up 2% over last year. Tracking 8% over last year, 1.96 million passengers so far this year, 10,000 passengers per day using the terminal. Ground handling done for all airline partners, they are performing at an outstanding level, received special recognition from Allegiant in July. Retirement of MD-80's projected for end of November. Recruiting for Director of Air Service Development, Michael Caires last day was Friday. Purchase of AWW by Vinci Airports expected to close within the next month. Upcoming events: Visit Orlando Economic Insights luncheon August 23rd, ACI National Conference and Allegiant Annual Conference.

10. CHAIRMAN'S REPORT

Chairman Slattery requested Committee Reports be added back to the Agenda. Chairman Slattery thanked 1) Board Director Smith for sitting on SANAC and attending the construction project meetings; 2) Board Director Ioppolo for spearheading hotel efforts; 3) Board Director Green for chairing the EDAC; 4) Board Director Miller for attending DRC meetings. Chairman Slattery inquired if we have Board attendance for the Joint Board meeting August 13th, quorum was verified. Chairman Slattery stated he appreciated the Board Directors completing the evaluation of President Crews and encouraged any Board Directors that haven't completed those to please get them returned to him as soon as possible. During the September 11th Board Meeting he would be presenting his recommendation for President Crews pay raise and bonus.

11. CONSENT AGENDA

- A. Consider approval of Addendum C to Lease No. 2012-11 with SYNERGY WOOD PRODUCTS, INC. for Buildings 142-W, located at 1143 30th St. West and Building 400 located at 3017 Mellonville Ave., Sanford, FL 32773. (Commercial).
- B. Consider and authorize the disposal of vehicles that have economically exceeded their useful life.
- C. Consider approval of Addendum C to Lease No. 2012-25 with THE LITE HOUSE, LLC for Building 126, located at 2854 Flightline Ave., Sanford FL 32773. (Commercial).
- D. Consider approval of Addendum B to Lease No. 2015-14 with AVOCET PARTS TRADING, LLC for Building No. 415, located at 3015 Carrier Ave., Sanford, FL 32773. (Commercial).
- E. Consider approval of Addendum D to Lease No. 2003-32 with FUTURE HEALTH CONCEPTS, INC., for Buildings 24 and 418, located at 1211 E. 29th St. and 1211 E. 30th St., Sanford, FL 32773. (Commercial).

Motion by Board Director Robertson, seconded by Board Director Smith to approve Consent Agenda Items A - E. Vote taken, none opposed. Motion passed.

12. COMMENTS FROM THE PUBLIC

None.

13. OTHER BUSINESS

14. REMINDER OF NEXT BOARD MEETING (SEPTEMBER 11, 2018)

15. ADJOURNMENT

There being no further business, the meeting adjourned at 10:13 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Diane H. Crews". The signature is written in a cursive, flowing style.

Diane H. Crews, President & CEO
/lh