

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
TUESDAY, FEBRUARY 5, 2013**

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- PRESENT:** Stephen P. Smith, Chairman  
Tom Ball, Vice-Chairman  
U. Henry Bowlin, Secretary/Treasurer  
Jennifer T. Dane  
Whitey Eckstein  
Frank S. Ioppolo, Jr.  
William R. Miller  
Clayton D. Simmons  
Tim M. Slattery  
Commissioner Lee Constantine  
Brett R. Renton, Airport Counsel
- ABSENT:** Mayor Jeffrey C. Triplett, City Liaison
- STAFF PRESENT:** Larry A. Dale, President & CEO  
Diane Crews, Vice President of Administration  
Bryant W. Garrett, Vice President of Finance  
George Speake, Vice President of Operations & Maintenance  
Diana M. Muñiz-Olson, Executive Secretary  
Don Poore, Finance Manager
- OTHERS PRESENT:** Chad Barton  
Marisol C. Elliott, ATKINS  
Larry Gouldthorpe, TBI  
Shannon Gravitte, Mears Transportation Group  
Brian Holsneck  
Michael Karamarkovich, Covenant Aviation  
Geoff Lane, Starport  
Commissioner Mark McCarty, City of Sanford  
William G. McGrew, ATKINS  
Genean H. McKinnon, McKinnon & Associates  
Al Nygren, O.R. Colan Associates  
Brian O'Dell, Covenant Aviation  
Jeremiah Owens, CPH Engineers, Inc.  
Jack Reynolds, JRA, Inc.  
Tim Shea, AVCON  
Sandeep Singh, AVCON  
Kevin J. Spolski, Spolski Construction  
Craig Sucich, ATKINS

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.

Chairman Smith welcomed everyone present.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON JANUARY 8, 2013

Motion by Board Member Ball, seconded by Board Member Simmons, to approve the minutes of the regular January meeting held on Tuesday, January 8, 2013. Vote taken, none opposed. Motion passed.

4. RECOGNITION

On behalf of the Board and staff, Chairman Smith recognized former Board Members Tim Donihi (former Chairman) and David L. Cattell, for their service on the Board and their leadership.

Motion by Board Member Simmons, seconded by Board Member Ball, to adopt Resolution No. 2013-01. Vote taken, none opposed. Motion passed.

Presentation of Resolution No. 2013-01 and engraved propeller to Tim Donihi commemorating his term as board member, from February 2004 to November 2012. Mr. Donihi thanked the Board and staff for doing a wonderful job, and noted he has enjoyed working with all the Board members. He presented tokens of appreciation to President Dale, senior staff, and Larry Gouldthorpe.

Motion by Board Member Simmons, seconded by Board Member Ball, to adopt Resolution No. 2013-02. Vote taken, none opposed. Motion passed.

Presentation of Resolution No. 2013-02 and engraved propeller to David L. Cattell commemorating his term as board member, from December 2006 to November 2012. Mr. Cattell stated that after traveling to the Ukraine, he realized we have a wonderful transportation system and should be very grateful for that. He really enjoyed working with the Airport's team, and noted they are very dedicated and hard-working. He feels the Airport is in very good hands.

Chairman Smith welcomed Commissioner Lee Constantine (new County Liaison to the Board) and Commissioner Mark McCarty (City of Sanford). Since Mayor Triplett is not attending the meeting, President Dale asked Commissioner McCarty to join the Board at the table.

## 5. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Audits – A copy of the corrected Audit was distributed to the Board. President Dale noted a copy of the un-corrected Audit is kept as a public record.
- B. Extension of Runway 9L-27R – Project is on schedule; a lot of progress was made the week they had the 24-7 schedule. Taxiway Bravo has been paved, and work is being done on the tie-ends of what will be Bravo 10 and Bravo 8. Milling is complete. The day before the meeting, work started on paving the main line of the runway. FAA work is proceeding since taking down both ILS on Runway 9L and Runway 27R. The runway is closed in order to move the glideslope towers and the shelters.

The flight check to get the 9L ILS operational is scheduled for March 10, 2013. The FAA has 3-4 engineers on site. Paving, gradework, and some minimum striping has to be completed for the flight check. The 9L localizer, glideslope, and other components of the ILS will just be reactivated. However, since 27R has been extended and the components have been relocated, it requires a new flight procedure to be done and published. Staff will request for the FAA to check the general condition components during the flight check. The Airport was granted the Deviation of Standard required by the State to fly when in not "full leaf." The pavement has to be done before the obstacle survey can be completed; the survey needs to be completed before the procedure can be finalized and published. Publication for 27R is expected to be May 2, 2013.

Weather continues to look good for the following 10 days. Anticipated completion date is still April 1, 2013.

- C. Land Acquisition – The Authority has title to all the required properties. The Hoke property will likely go to trial (trial date is set for May 13, 2013). The Artzner property trial date is set for November 12, 2013. Mediations are to be scheduled regarding the Delphini, Driscoll, and Fertakis properties.
- D. T-Hangar Repairs – The project is progressing well. Repairs have been completed on Buildings 427, 428, and 429. The contract has been signed for the repairs on Buildings 430, 431, and 441. The repairs on Building 441 have been completed already.

- E. Buildouts – Regarding the Orange Air buildout, construction is complete with the exception of some punch items. Staff is awaiting the certificate of completion.

The Synergy Wood Products buildout is complete and the tenant has moved in.

- F. Domestic Baggage Claim Improvements – The baggage claim #3 has been completed. There was concern about the floor showing marks; however, after waxing and cleaning, there were no issues. Work on the carousel on baggage claim #1 has started and will have the same floor.
- G. Property Acquisition with Noise Mitigation Grant – Most of the voluntary purchases have been completed. Al Nygren is still working with a couple of owners on voluntary purchases.
- H. Year-to-date Financial Statements – The 1<sup>st</sup> Quarter Financial Statements Unaudited Financial Results for the quarter ended December 31, 2012 was presented by President Dale and CFO Bryant Garrett.
- I. SPP Program – President Dale stated he has met with the three original top ranked screening companies and American Homeland, as directed by the Board. There is no action required from the Board at this time. The pre-solicitation package for the RFP for private screening was scheduled to go out on January 23, 2013. The RFP combined SFB with Sacramento International Airport and San Francisco Airport. Sacramento International Airport requested to be removed from the pre-solicitation notice, and San Francisco Airport wanted to add several things to the notice (change from fixed price to cost +). As a result of the changes, the FAA sent a notice that SFB was removed from the pre-solicitation notice and will be added to another bid. President Dale believes SFB's rate will be a fixed price. He does not expect to receive any additional notification/update from the FAA for a month or two. Staff is working on a teaming agreement with Counsel, for future recommendation to the Board.
- J. Passenger Boarding Bridges – Notice to bid for the passenger boarding bridges will be published the day after the meeting. The bid will procure the bridges in three phases. Bids are due March 8, 2013.
- K. Attorneys' Fees – Distribution of attorneys' fees.
- L. Master Plan Overview – President Dale briefed the Board on the Airport Master Plan.

Commissioner McCarty questioned if there are plans for integrating tourists arriving at SFB into the Sunrail system (so that they can visit the City of Sanford). President Dale noted it has taken 15 years to do the four-laning of SR 46, and stressed anything related to the Sunrail system will take a team effort (Metroplan Orlando, the State, the City, and the County) and time. Commissioner McCarty stated the City Commission is looking for ways to integrate the tourists with the City. President Dale stated a lot of the tourists rent cars at the Airport, and noted

the City profits more from the rentals than if they used the commuter train. Discussion ensued regarding funding approval and revenue diversion. Board Member Bowlin stated the train is only scheduled for commuter traffic, and noted the train schedules would have to be in-sink with the airlines' schedules, which would be difficult to do at this point.

- M. Four laning of SR 46 – President Dale briefed the Board on the four laning of SR 46 and thanked Commissioner Constantine and the County for helping move the project up to the #1 unfunded priority.
- N. Privilege Fee – One of the items in the budget is the privilege fee from the International Terminal. Mr. Gouldthorpe stated the fees will be paid in two checks: one from Orlando Sanford Domestic, Inc. to be paid by the end of the week, in the amount of approximately \$190,000.00; followed by a check from Orlando Sanford International, Inc. to be paid after OSI's Audit, in the amount of approximately \$50,000.00.
- O. Runway Safety Action Team (RSAT) – George Speake briefed the Board on the scheduled RSAT visit. About every two years the RSAT selects airports in the Southern region to visit, inspect and discuss runway safety, incursions, and/or any other items that might be of concern to the FAA, staff and tenants. If needed, the FAA and staff will agree on a list of items to be improved over the next year.
- P. Centennial book – Diane Crews briefed the Board on the status of the Seminole County Centennial book. She stated the preliminary individual and corporate marketing plans have been received. Publication is scheduled for April 1, 2013. Ms. Crews distributed copies of the marketing poster and the Airport's ad (to be shown on the first page of the book) for the Board's review. The publishers are taking reservations now and the poster will be displayed in businesses throughout the County. The publishers are using various avenues to advertise the book. Ms. Crews stated the publishers are requesting to market the book at the Airport as well. Discussion ensued. Motion by Board Member Slattery, seconded by Board Member Simmons, to allow staff to market the centennial book at the Airport, based on a plan coordinated by staff and the terminal manager, subject to contract provisions that are already in place. Vote taken, none opposed. Motion passed.

## 6. COUNSEL'S REPORT

Unless mediated, the Hoke trial is set for May 13, 2013 (1<sup>st</sup> in the docket); the McDonnell trial is set for September 9, 2013 (2<sup>nd</sup> in the docket); and the Artzner trial is set for November 12, 2013 (1<sup>st</sup> in the docket). The Delphini mediation is set for April 3, 2013.

Regarding Millwork International, the financial information was due the previous day; however, Counsel did not receive any documentation. As a result, Millwork is in violation of the Court order. Counsel will move to compel the Court order and for sanctions.

Skyblue filed with the Court a request for mediation and then proceeded to send a request for discovery. Counsel has responded to everything and now can file a motion for summary judgment (to be filed on the day of the meeting). It is Counsel's opinion that enough has been done to overcome what is required in the affirmative defenses.

## 7. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

### A. Monthly Statistics for January 2013

- i. UK traffic total  
January 2013 – **2,145** passengers
- ii. International traffic total  
January 2013 – **13,347** passengers
- iii. Transit traffic  
January 2013 – **336** passengers
- iv. Domestic traffic total  
January 2013 – **116,192** passengers
- v. Total traffic  
January 2013 – **129,875** passengers
- vi. Percentage  
UK traffic is up 66% compared to January 2012. International traffic remained the same compared to January 2012. Domestic traffic is up 19% compared to January 2012. Total traffic is up 16% compared to January 2012.

### B. Miscellaneous Updates

- i. Vision Airline – The day after the meeting, Vision Airline will start flights to Biloxi and the sales show a strong start.
- ii. Parking Rates – The new parking rates were implemented on January 15, 2013.

- iii. Terminal consolidation – Allegiant airplanes will be parked at the International gates starting the third week of February. For that reason, SAA staff and TBI have been under discussions with Customs regarding the consolidation of the International and Domestic terminals.
- iv. Allegiant – The new fleet of A319 aircraft will start flying trial runs on February 11, 2013. The A320 planes are expected in September 2013.
- v. Fuel Agreement – Regarding the fuel agreement with SFB Fueling, Inc., the parties have negotiated a new infrastructure agreement for the next three years.
- vi. Arkefly – This summer the airline is bringing back flights on Wednesdays.
- vii. Brazilian Charter Program – The previous month, Ryan Air International filed for bankruptcy; they were the charter carrier for the Brazilian charter program. As a result, White Air Ways of Portugal took over the Brazil program. OSI has lost approximately \$50,000.00 as a result of the filing. President Dale commended Customs for their assistance in getting staff at odd times to accommodate the flights. Mr. Gouldthorpe stated White Air is flying the same schedule as Ryan Air.
- viii. Advertising Program – Mr. Gouldthorpe distributed images of the scoreboard and electronic banner at the Orlando Arena, and of the new monitor on baggage claim #3 showing the new advertising program. He is really happy with the amount of exposure the Airport is getting at the UCF men's basketball games. The advertising will also be posted at Stetson University.
- ix. Privilege Fees – Mr. Gouldthorpe stated they will be making a matrix showing a composite of all the fees OSI pays the Airport.

## 8. LIAISON REPORTS

### City of Sanford

Commissioner McCarty stated he is very pleased the Board has two new Board members. He believes integrating new young members into a great board is going to be very helpful for the future of the Board.

### Seminole County

Commissioner Constantine stated he is happy to be at the meeting, and noted President Dale already updated the Board on the SR 46 project. Chairman Smith questioned an item discussed during a meeting in Geneva regarding the four laning of SR 46, from Lake Mary Blvd. to SR 426. Commissioner Constantine stated he can bring the report and brief the Board during the next meeting. Chairman Smith stated

the main concern for those in attendance was the amount of money being spent on a road that does not continue to I-95.

Board Member Ball asked Commissioner Constantine if there were any updates on the sport complex. Commissioner Constantine stated there were a number of different properties being considered for the location, and the County is in the process of doing due diligence.

## 9. CHAIRMAN'S REPORT

Chairman Smith congratulated Board Member Bowlin and President Dale on their birthdays.

## 10. CONSENT AGENDA

- A. Consider approval of Addendum D to Lease No. 2008-40 with FIXIT, LLC for Building No. 318, located at 1650 Hangar Road (Warehouse/Office).

Staff recommends approval of Addendum D to Lease No. 2008-40 with FIXIT, LLC for Building No. 318, located at 1650 Hangar Road (Warehouse/Office). Addendum D extends the lease term for one (1) additional year, effective December 1, 2012. The building consists of 1,020 square feet of office and warehouse space, at \$9.06 per square foot. The annual rental rate remains at \$9,241.20; the monthly payment is \$770.10, exclusive of taxes.

- B. Consider approval of Addendum G to Lease No. 2003-03 with GENESIS MFG AND ENGINEERING, INC. for Building No. 37, located at 3018 Navigator Avenue (Warehouse/Office).

Staff recommends approval of Addendum G to Lease No. 2003-03 with GENESIS MFG AND ENGINEERING, INC. for Building No. 37, located at 3018 Navigator Avenue (Warehouse/Office). Addendum G extends the lease term for one (1) additional year, effective February 1, 2013. The building consists of 1,552 square feet of office and warehouse space, at \$4.00 per square foot, an increase from \$3.85 per square foot. The annual rental rate has increased from \$5,975.20 to \$6,208.00, an increase of \$232.80; the monthly payment has increased from \$497.93 to \$517.34, exclusive of taxes.

- C. Consider ratification of Lease No. 2013-01 with VERTICAL AVIATION TECHNOLOGIES, INC. for Building 424, located at 1600 Hangar Road (Warehouse/Office).

Staff recommends ratification of Lease No. 2013-01 with VERTICAL AVIATION TECHNOLOGIES, INC. for Building 424, located at 1600 Hangar Road (Warehouse/Office). The lease shall have a one (1) year and seventeen (17) days term, commencing on January 15, 2013. The lease consists of 4,900 square feet of



warehouse and office space, at \$4.00 per square foot. The annual rental rate is \$19,600.00; the monthly payment is \$1,633.33, exclusive of taxes.

Note: The tenant does helicopter design and assembly.

- D. Consider approval of Addendum A to of Lease No. 2012-03 with VJA CONSTRUCTION, LLC for Building 515-2, located at 2842 South Mellonville Avenue (Warehouse/Office).

Staff recommends approval of Addendum A to of Lease No. 2012-03 with VJA CONSTRUCTION, LLC for Building 515-2, located at 2842 South Mellonville Avenue (Warehouse/Office). Addendum A extends the lease term for one (1) additional year, commencing on February 10, 2013. The lease consists of 1,500 square feet of warehouse and office space, at \$6.00 per square foot. The annual rental remains at \$9,000.00; the monthly payment is \$750.00, exclusive of taxes.

- E. Consider acceptance of Audit Report/Financial Statements for the years ended September 30, 2012 and 2011.

Staff recommends acceptance of Audit Report/Financial Statements for the years ended September 30, 2012 and 2011, as presented during the January 8, 2013 meeting; and authorization to submit the Audit to the City of Sanford.

- F. Consider approval of Addendum A to Lease No. 2012-01 with ERIC J. CURTIS for Building No. 317, located at 1690 Hangar Road (Warehouse/Office).

Staff recommends approval of Addendum A to Lease No. 2012-01 with ERIC J. CURTIS for Building No. 317, located at 1690 Hangar Road (Warehouse/Office). Addendum A extends the lease term for one (1) additional year, effective February 1, 2013. The lease consists of 1,020 square feet warehouse and office space, at \$5.00 per square foot. The annual rental rate remains at \$5,100.00; the monthly payment is \$425.00, exclusive of taxes.

Motion by Board Member Ball, seconded by Board Member Simmons, to approve Consent Agenda Items A through E, and add on Item F. Vote taken, none opposed. Motion passed.

#### 11. DISCUSSION AGENDA

None

#### 12. COMMENTS FROM THE PUBLIC

None

13. OTHER BUSINESS

Board Member Simmons cautioned the Board about sending/deleting messages, and noted the Board is a public body and any message is a public record.

Following up on his comments made during the December meeting, Board Member Eckstein reiterated he would like to see UCF build a veterinary school here, stressing there is a need in the area. Veterinary medicine is the new thing, having a research center and school would be a plus (for the Airport and the area).

14. REMINDER OF NEXT BOARD MEETING (MARCH 5, 2013)

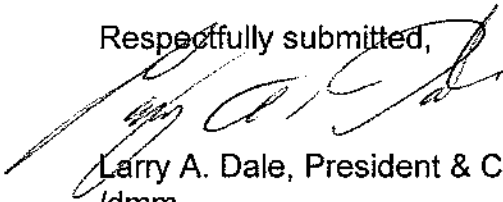
15. ADJOURNED FOR BOARD TOUR OF RUNWAY 9L-27R EXPANSION

The meeting adjourned at 10:43 a.m. for the tour.

16. RECONVENE AND ADJOURNMENT

There being no further business, the meeting reconvened and adjourned at 12:33 p.m.

Respectfully submitted,



Larry A. Dale, President & CEO  
/dmm



SANFORD AIRPORT AUTHORITY  
1200 Red Cleveland Boulevard  
Sanford, Florida 32773  
(407) 585-4001 • Fax (407) 585-4045  
[www.orlandosanfordairport.com](http://www.orlandosanfordairport.com)

January 22, 2013

Via email: [legals@mysanfordherald.com](mailto:legals@mysanfordherald.com)

The Sanford Herald  
P. O. Box 1657  
Sanford, Florida 32772 1657

Attn: Patti, Legal Classified

Please publish the following Public Notice one (1) time in the **Sunday edition (January 27, 2013) of the Sanford Herald Classifieds.** Please confirm receipt of this advertisement by email to [dmuniz@osaa.net](mailto:dmuniz@osaa.net).

**PUBLIC NOTICE**  
SANFORD AIRPORT AUTHORITY

Notice is hereby given that the Sanford Airport Authority will conduct its February meeting on Tuesday, February 5, 2013, at 8:30 a.m., at the Sanford Airport Authority Executive Offices Board Room, A.K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Information may be obtained by contacting the executive offices during normal business hours at (407) 585-4002

Please take notice that if any person decides to appeal any decision made by the Sanford Airport Authority with respect to any matter considered at the meeting or hearing scheduled herein, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based, per Section 286.0105, Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the executive offices 48 hours in advance of the meeting at (407) 585-4002.

Larry A. Dale  
President & CEO

Certified proof of publication and invoice should be sent to:

Attn: Diana M. Muñiz-Olson  
Sanford Airport Authority  
1200 Red Cleveland Boulevard  
Sanford, FL 32773

Please do not hesitate to call me at (407) 585-4002 if you have any questions.

Sincerely,

Diana M. Muñiz-Olson  
Executive Assistant

# **PUBLIC NOTICE**

## **BOARD MEETING**

The regular meeting of the Sanford Airport Authority will be held on Tuesday, February 5, 2013, at 8:30 a.m., at the Sanford Airport Authority Executive Offices Board Room, A.K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Information may be obtained by contacting the executive offices during normal business hours at (407) 585-4002.

## **SANAC**

The Sanford Airport Noise Abatement Committee (SANAC) meeting scheduled to be held on Tuesday, February 12, 2013, at 9:00 a.m., has been cancelled. Scheduling and information is available by contacting the Vice President of Operations at (407) 585-4006.

## **USER GROUP**

The Airport User Group meeting is held quarterly. The next scheduled meeting will be held for Tuesday, April 9, 2013. Information may be obtained by calling (407) 585-4006.

## **DESIGN REVIEW COMMITTEE (DRC)**

The Sanford Airport Design Review Committee (DRC) meeting scheduled for Wednesday, February 6, 2013, has been cancelled. Information may be obtained by calling (407) 585-4002.

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Please take notice that if any person decides to appeal any decision made by the Sanford Airport Authority with respect to any matter considered at the meeting or hearing scheduled herein, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based, per Section 286.0105, Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the executive offices 48 hours in advance of the meeting at (407) 585-4002.

Larry A. Dale  
President & CEO