

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

- 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
Tim M. Slattery
Mayor Jeffrey C. Triplett, City Liaison
Commissioner Lee Constantine – *arrived at 9:10 a.m.*
Brett R. Renton, Airport Counsel
Kenneth W. Wright, Airport Counsel
- ABSENT:** Clayton D. Simmons
- 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:** Aaron Casey
Margaret Cummins, AHSCG
Larry Gouldthorpe, TBI
Michael Karamarkovich, Covenant Aviation
Geoff Lane, Starport
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.
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 FEBRUARY 5, 2013

Motion by Board Member Dane, seconded by Board Member Ball, to approve the minutes of the regular February meeting held on Tuesday, February 5, 2013. Vote taken, none opposed. Motion passed.

4. SUNSHINE LAW PRESENTATION – Airport Counsel

Kenneth W. Wright, Airport Counsel, briefed the Board on the Sunshine Law and Ethics Code.

5. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Aerials – Distribution of aerials.
- B. Extension of Runway 9L-27R – Project is on schedule. President Dale noted even though some change orders were made due to the FAA design, there are other change orders that will save the Authority money. Paving will be finished the day of the meeting. In order to get the Runway 9L ILS operational, paving has to be completed before the flight check is done. Grading has been done, and the Runway 9L ILS components are ready. The flight check walkthrough will be done on March 7, 2013. Because Runway 27R has been extended and the components were moved, a new flight procedure has to be written, delaying the 27R ILS operation. In order to do the new flight procedures, paving has to be completed, followed by an optical survey. The flight check is scheduled for March 12, 2013. Staff expects to open the runway on March 28th instead of April 1st. A lot of striping has to be done; however, it cannot be done in one night. President Dale stated George Speake authorized for painting to be done in the areas that are not on the active runway. It is a very complicated job. President Dale stated he is proud of the work done by all the parties involved (SAA staff, contractors, sub-contractors, and FAA). He noted in the past the Airport operated with only one ILS for a long time. The new flight procedure has to be published (May 2, 2013 deadline) to get the second ILS (on 27R) operational. There have been only three airplane diversions due to the weather.
- C. Property Acquisition with Noise Mitigation Grant – Al Nygren and staff continue to negotiate the voluntary purchases.

- D. Land Acquisition – There are still some eminent domain proceedings pending. The Authority has title to all the required properties. Some of the trial dates and mediations have been scheduled. Demolition of the required buildings is almost complete.
- E. T-Hangar Repairs – The project is progressing well. Repairs have been completed on Building 441. Work on Building 431 started on February 11th, and it is approximately 50% complete. President Dale thanked Mr. Speake and staff for their work.
- F. Domestic Baggage Claim Improvements – Baggage claims #1 and #3 are operational and working well. Currently, baggage claim #2 flooring is being changed to match the new flooring on the other two claims; it will be completed by the end of the week.
- G. Benefit Cost Analysis (BCA) – Consultant John Reynolds continues to work on the BCA for the Runway 18-36 extension.
- H. Sequestration – Staff and a couple of Board members met with Congressman Mica’s Chief of Staff (Wiley Deck) and District Representative (Dick Harkey) to discuss the effects of sequestration. President Dale noted the meeting was publicly advertised. Over 100 FAA towers will close beginning April. President Dale clarified the Airport’s tower will remain open since SFB exceeds the criteria of operations. He noted the Authority is not in jeopardy of losing grants either.
- I. Year-to-date Financial Statements – The 4th Monthly Period Unaudited Financial Results for the month ended January 31, 2013 was presented by President Dale and CFO Bryant Garrett.
- J. SPP Program – President Dale stated he continues to meet with the three original top ranked screening companies (Covenant Aviation Security, FirstLine Transportation Security, Trinity Technology Group) and American Homeland. He has done due diligence on the companies, and has drafts of the teaming agreement contracts. 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 change from a fixed flat rate to cost-plus. As a result of the changes, the FAA sent a notice that SFB was removed from the pre-solicitation notice (to be added to another bid). Since the FAA will not communicate with the Authority (as a participant in the bid process), staff now has to monitor the Federal Business Opportunities website for updates. President Dale stated he will continue to work with the four companies and bring back his recommendation to the Board at a later time.
- K. Passenger Boarding Bridges – Notice to bid for the passenger boarding bridges was published on February 6, 2013. Comments/questions from the bidders will be part of the bid specifications. Bids were originally due on March 8, 2013;

however, it has been extended to March 15th. (Discussed after Attorneys' Fees) Board Member Slattery questioned if the Authority had formally received bank approval for the loan. Bryant Garrett stated he has talked to Airport Counsel and the bank's attorney, and they are ready to go. At this stage, the Authority has a tentative acceptance from the bank; they do not foresee any problems. President Dale clarified he wanted to wait for the bid process to be done before completing the loan.

L. Attorneys' Fees – Distribution of attorneys' fees.

M. Surplus equipment – A listing of the 2013 surplus equipment was distributed. Board Member Eckstein questioned how the items will be disposed. Mr. Speake stated the sale will be advertised in the Sanford Herald. Sealed bids will be accepted in the morning. In the event the items are not sold by the afternoon, the Authority will find means to dispose of the merchandise to the advantage of the Authority (use for scrap metal, etc.). Motion by Board Member Eckstein, seconded by Board Member Ball, to declare the equipment on the list surplus equipment. Vote taken; none opposed. Motion passed.

N. Allegiant Airports Conference – President Dale stated he attended the Allegiant Airports Conference with Diane Crews, Larry Gouldthorpe, and Greg Dull.

6. COUNSEL'S REPORT

Regarding Millwork International, there is a judgment against them. They had failed to respond. The financial information was finally received. Counsel is trying to schedule the deposition for the following month.

Regarding Skyblue, a motion for summary judgment is set for May 7, 2013. They still have a motion to compel mediation. Counsel has asked them for an informal settlement meeting; however, Counsel has not heard back from them.

The Hoke trial is set for May 13-24, 2013; pretrial is set for May 1, 2013. Counsel is in the process of scheduling the mediation on April 1, 2013.

The Artzner trial is set for November 12-15, 2013. Counsel is in the process of scheduling the mediation.

The court could not set the trial dates for the Delphini and Driscoll properties (trying to schedule the trials sometime in July/August). Conference calls to set up the trial dates are scheduled for April 1, 2013. The Delphini mediation is set for April 3, 2013.

The Fertakis litigation is not set for trial, Counsel is in the process of doing discovery.

Regarding the McDonnell trial, Counsel has received their discovery, and Counsel is moving forward with the hearings. The trial is set for September 9, 2013.

7. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

A. Monthly Statistics for February 2013

- i. UK traffic total
February 2013 – **2,311** passengers
- ii. International traffic total
February 2013 – **10,901** passengers
- iii. Domestic traffic total
February 2013 – **128,623** passengers
- iv. Transit traffic
February 2013 – **336** passengers
- v. Total traffic
February 2013 – **139,524** passengers
- vi. Year-to-date traffic
2013 – **269,128** passengers
- vii. Percentage
UK traffic is up 90% compared to February 2012. International traffic is up 14% compared to February 2012. Domestic traffic is up 21% compared to February 2012. Total traffic is up 19% compared to February 2012. Year-to-date traffic is up 18% compared to 2012.

Board Member Eckstein noted Allegiant's stock doubled in the last year and discussed the airline's expansion in Florida.

B. Miscellaneous Updates

- i. Allegiant Airports Conference – Mr. Gouldthorpe briefed the Board on the conference and Allegiant's service at Mesa and other airports. Discussion ensued regarding improvements and attracting airline carriers.
- ii. Airport Revenue News Conference & Exhibition – Mr. Gouldthorpe stated he also attended the Airport Revenue News Conference. The conference provides an opportunity to meet with certain national brand vendors. Mr. Gouldthorpe noted the Airport is starting to attract national brands. OSI staff had meetings with several of the brands and as a result Dunkin Donuts will tour the facilities on March 14, 2013.

- iii. Privilege Fee – The Orlando Sanford Domestic, Inc. check for the privilege fees has been delivered, in the amount of \$191,595.00. The check from Orlando Sanford International, Inc. in the amount of approximately \$50,000.00, will be delivered at the end of the month. Mr. Gouldthorpe noted that in 2012 approximately \$2 million in fees/rent were paid. President Dale stated the Authority appreciates all the expenses OSI covers and the investments they have made.
- iv. Parking – The value parking is open from March through July. During this time, the employees will use Parking Lot E.

8. LIAISON REPORTS

City of Sanford

Mayor Triplett distributed copies of the City Manager's Report and reported on the new Police Chief, the budget, and improvements to the Riverwalk (expansion) and the Marina.

Seminole County

Commissioner Constantine reported on the economic impact of various companies coming to Seminole County and the Sunrail system.

9. CHAIRMAN'S REPORT

Chairman Smith noted Board Member Simmons is absent because he had surgery the previous day.

10. CONSENT AGENDA

- A. Consider approval of Addendum C to Lease No. 2010-06 with CHRISTOPHER JACKSON for Building No. 527, located at 3880 Moores Station Road (Residence).

Staff recommends approval of Addendum C to Lease No. 2010-06 with CHRISTOPHER JACKSON for Building No. 527, located at 3880 Moores Station Road (Residence). Addendum C extends the lease term for one (1) additional year, effective March 1, 2013. The annual rental rate remains at \$13,800.00; the monthly payment is \$1,150.00.

- B. Consider approval of Addendum B to Lease No. 2011-07 with WILLIAM & DEBRA JEFFORDS for Building No. 298-N, located at 3105 Rudder Circle (Residence).

Staff recommends approval of Addendum B to Lease No. 2011-07 with WILLIAM & DEBRA JEFFORDS for Building No. 298-N, located at 3105 Rudder Circle (Residence). Addendum B extends the lease term for one (1) additional year, effective on March 1, 2013. The annual rental rate has increased from \$9,900.00 to \$10,200, an increase of \$300.00; the monthly payment has increased from \$825.00 to \$850.00.

- C. Consider approval of Addendum C to Lease No. 2010-05 with O.R. COLAN ASSOCIATES OF FLORIDA, LLC for Building No. 255-E, located at 1725 Hangar Road (Office).

Staff recommends approval of Addendum C to Lease No. 2010-05 with O.R. COLAN ASSOCIATES OF FLORIDA, LLC for Building No. 255-E, located at 1725 Hangar Road (Office). Addendum C extends the lease term for one (1) additional year, effective March 1, 2013. The lease consists of 1,600 square feet of office space at \$7.969 per square foot. The annual rental rate remains at \$12,750.00; the monthly payment remains at \$1,062.50, exclusive of taxes.

- D. Consider approval of Addendum B to Lease No. 2011-08 with REAL DEAL STEEL, LLC for Building No. 410, located at 1220 30TH Street (Warehouse/Office).

Staff recommends approval of Addendum B to Lease No. 2011-08 with REAL DEAL STEEL, LLC for Building No. 410, located at 1220 30TH Street (Warehouse/Office). Addendum B extends the lease term for one (1) additional year, effective March 1, 2013. The lease consists of 9,100 square feet of warehouse and office at \$2.55 per square foot. The annual rental rate remains at \$23,205.00; the monthly payment remains at \$1,933.75, exclusive of taxes.

- E. Consider approval of Addendum B to Lease No. 2004-26 with VANGUARD CAR RENTAL USA, INC. for Building No. 540, located at 2500 East Airport Boulevard (Car Rental Facility).

Staff recommends approval of Addendum B to Lease No. 2004-26 with VANGUARD CAR RENTAL USA, INC. for Building No. 540, located at 2500 East Airport Boulevard (Car Rental Facility). Addendum B amends the rental rate, effective March 1, 2013. The lease consists of 497,172.06 square feet of land at \$0.27 per square foot, an increase from \$0.25 per square foot. The annual rental rate has increased from \$124,293.01 to \$134,236.46, an increase of \$9,943.45; the monthly payment increased from \$10,357.75 to \$11,186.38 exclusive of taxes, an increase of \$828.63.

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

11. DISCUSSION AGENDA

None

12. COMMENTS FROM THE PUBLIC

None

13. OTHER BUSINESS

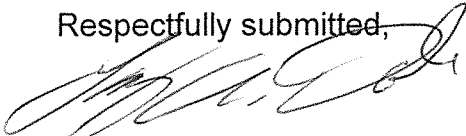
President Dale stated he attended the funeral of Mayor Betty Smith, and noted the family requested donations to the music ministry be made in lieu of flowers. A donation was made on behalf of the Board.

14. REMINDER OF NEXT BOARD MEETING (APRIL 2, 2013)

15. ADJOURNMENT

There being no further business, the meeting adjourned at 10:40 a.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

February 11, 2013

Via email: 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 (February 17, 2013) of the Sanford Herald Classifieds.** Please confirm receipt of this advertisement by email to dmuniz@osaa.net.

PUBLIC NOTICE
SANFORD AIRPORT AUTHORITY

Notice is hereby given that the Sanford Airport Authority will conduct its March meeting on Tuesday, March 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, March 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, March 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, March 6, 2013, has been cancelled. Information may be obtained by calling (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