

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, MAY 1, 2012**

PRESENT: Tim Donihi, Chairman
Stephen P. Smith, Vice-Chairman
U. Henry Bowlin, Secretary/Treasurer
Tom Ball
David L. Cattell
Whitey Eckstein
William R. Miller
Clayton D. Simmons
Tim M. Slattery
Brett R. Renton, Airport Counsel

ABSENT: Mayor Jeffrey C. Triplett, City Liaison
Commissioner Dick Van Der Weide, County Liaison

STAFF PRESENT: Larry A. Dale, President & CEO
Diane Crews, Vice President of Administration
George Speake, Vice President of Operations & Maintenance
Don Poore, Finance Manager
Jennifer Taylor, Project Coordinator/Land Acquisition Specialist
Diana M. Muñiz-Olson, Executive Secretary

OTHERS PRESENT: Krysty Carr, S.E. Ramp Hangar Development
Brian Colon, Clear Channel Airports
Dr. Jeanne Fillman-Richards, Storm L. Richards & Associates
Shannon Gravitte, Mears Transportation Group
Jim Hukeba, Renaissance Strategy Group, LLC
Geoff Lane, Starport
Jeremy Lupa, AFGE
Genean H. McKinnon, McKinnon & Associates
Al Nygren, O.R. Colan Associates
Jeremiah Owens, CPH Engineers, Inc.
Dr. Storm L. Richards, Storm L. Richards & Associates
R. Keith Robinson, TBI
Tim Shea, AVCON
Sandeep Singh, AVCON
Daniel Soria, Clear Channel Airports
Kevin J. Spolski, Spolski Construction
Sandy Stock, Profreight
Craig Sucich, ATKINS
Elizabeth Zuk, Clear Channel Airports

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

The meeting was called to order at 8:31 a.m., followed by the Pledge of Allegiance.

Chairman Donihi welcomed the guests.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON APRIL 3, 2012

The minutes were corrected to reflect Board Member Simmons was not present at the April 2012 Board meeting. Motion by Board Member Ball, seconded by Board Member Bowlin, to approve the minutes of the regular April meeting held on Tuesday, April 3, 2012 as corrected. Vote taken, none opposed. Motion passed.

4. PRESIDENT'S REPORT

President Dale noted Board Member Bowlin has a conflict and might need to leave before the meeting adjourns. In order to get the required signatures for the resolutions, President Dale requested Consent Agenda Items F and G be moved out of order for approval.

- F. Consider acceptance and approval of Joint Participation Agreement and Resolution Number 2012-08 for the Relocation of Runway 9L-27R NAVAIDS.

Staff recommends acceptance and approval of Joint Participation Agreement and Resolution Number 2012-08, for the 5% portion from FDOT for the Relocation of Runway 9L-27R NAVAIDS, in the amount of \$100,606.*

* Note: The SAA will match the FDOT portion at 5% (\$100,606); the FAA portion at 90% is \$1,810,916; the total cost of the project as previously stated is \$2,012,128.

Motion by Board Member Smith, seconded by Board Member Cattell, to approve Consent Agenda Item F. Vote taken, none opposed. Motion passed.

- G. Consider acceptance and approval of Joint Participation Agreement and Resolution Number 2012-09 for the purchase of replacement 3,000 gallon ARFF Truck.

Staff recommends acceptance and approval of Joint Participation Agreement and Resolution Number 2012-09, for the 5% reimbursement of expenses from FDOT

related to the purchase of replacement 3,000 gallon ARFF Truck and associated auxiliary equipment, in the amount of \$48,871.*

* Note: The SAA will match the FDOT portion at 5% (\$48,871); the FAA portion (AIP discretionary grant) at 90% is \$879,669; the total cost of the project is \$977,411.

Motion by Board Member Ball, seconded by Board Member Cattell, to approve Consent Agenda Item G. Vote taken, none opposed. Motion passed.

Before continuing with the President's Report, Chairman Donihi congratulated Board Member Eckstein for his upcoming birthday.

President Dale then reported on the following:

- A. Prospective New Tenant – President Dale briefed the Board on a prospective new tenant, The Cell, Inc, for Building 9 in the Airport Commerce Park, pending satisfactory completion of due diligence and with an effective date of May 3, 2012. Discussion ensued. Board Member Ball explained that he had received a call from Mr. Potchen, the business owner, and referred him to Diane Crews as a prospective tenant. President Dale noted any capital improvements that the tenant makes to the building require staff approval, must be permitted, and become the Authority's property.

Following discussion, motion by Board Member Eckstein, seconded by Board Member Cattell, to move forward with lease, contingent upon President Dale consult with Board Member Ball on the terms, and satisfactory completion of due diligence. Vote taken, none opposed. Motion passed.

- B. Extension of Runway 9L-27R – The project is expected to go out to bid again on May 11, 2012. President Dale stated staff is still awaiting the reimbursable agreement from the FAA for the relocation of the ILS systems, and noted he had hoped to sign the agreement the previous Friday. He later clarified the FAA sent the agreement back to their lawyers for further review. FAA engineers and mechanics will do part of the work; the Authority will move the glide slope and localizer for Runway 9L as well as rework the glide slope and localizer for Runway 27R. The threshold has been displaced back to 7,754 feet from 9,600. The length available with the current displaced threshold is 8,600 on one end and 9,000 on the other. Some work will be done at night in order to not disturb traffic. Since the FAA owns the equipment, they will make the decision on which equipment will be replaced and which will be reinstalled.

The dirt work/construction is scheduled to start in August. The interruption for the ILS components is scheduled start in January 7, 2013, and it is scheduled to last 12 weeks. Runway 9L is expected to be back in operation by April 1, 2013; Runway 27R is expected to be back in operation by May 2, 2013.

Considering the FAA will be involved in the project, Board Member Miller questioned if there was a previous history regarding their ability to abide by the projected schedule. President Dale stated in the past the Authority has had to stay on top of the FAA; however, he clarified it depends on who the resident engineer is. He noted the runway has to be operational by the beginning of the busy season.

President Dale stated the bids will be opened in June. The contract is expected to be awarded during the July 3rd meeting. The Authority already had the STRWMD permit; however, there have been some changes, and applications for the modification were submitted the previous week. President Dale briefed the Board on the status of the two ponds at the Adessa property.

- C. Land Acquisition – Land acquisition is progressing well. The Delphini property and Driscoll property will have the Order of Taking hearings on June 1, 2012. It is expected that Delphini will stipulate to the Order of Taking. Offer was made for the two Fertakis properties. The Lake Victoria, Brooks, and Curley properties have closed. Still need to acquire the Adessa property.
- D. T-Hangar Repairs – Repairs on the second building (Building 427) have started. George Speake stated repairs on the second building are expected to be completed in four weeks.
- E. Attorneys' Fees – President Dale distributed the attorney's fees, including the previous month's invoice that was not submitted before due to an error.
- F. Property Acquisition with Noise Mitigation Grant – The Authority has bought all the designated/approved noise mitigation properties that are eligible. Seven additional properties have been approved. The Authority now has the Environmental Assessments and the surveys for those properties, but still needs to get them appraised.

President Dale briefed the Board on the demolition of houses on Beardall Avenue and Cameron Avenue. Asbestos survey and removal completed.

- G. Wildlife Management – Channel 2 did a news report on the Airport's propane cannons and wildlife.
- H. Conference and Training – The Airport Commissioners Public Policy and Leadership Academy is scheduled for October 28 – 30, 2012. The agenda will not be available until June. The annual Florida Airports Council Conference is scheduled for July 22 – 25, 2012. Board members interested in attending need to contact Diana M. Muñoz-Olson as soon as possible, in order to get the discounted registration price.
- I. Operations – Operations have increased. The previous month there were 26,996 take offs and landings, almost 1,000 operations a day.

- J. Unmanned Aerial Vehicles (UAV) – President Dale stated it appears that the FAA will not be funding the UAV. Starport is no longer interested due to this factor and ambiguity. President Dale will inform the Board of any developments.

Board Member Smith questioned if the perimeter road project was completed. President Dale confirmed the project was completed and closed out.

The Board adjourned for a break at 9:18 a.m.

The Board reconvened from break at 9:21 a.m.

- K. Wildlife Activity – Mr. Speake briefed the Board on the wildlife activity report for the last 3-months, and reported that the new propane cannon system is performing as anticipated. President Dale stated that 13 of the cannons have different types of distress calls, and seem to be working very well. He noted that when wildlife is seen in the movement area or approach area, staff takes immediate action with pyrotechnics or by lethal take. President Dale further stated that he stays in contact with the Audubon Society, and Charles Lee is pleased with the Airport's program to protect the wildlife, as well as airlines, property and people.

Chairman Donihi questioned if there were any known migration routes. Mr. Speake stated the migratory path of tree swallows shifted to the east, and noted the entire State was affected. Discussion ensued.

Board Member Eckstein noted he made the request for the wildlife activity report and believes it would be easier to do it twice a year; this requires a lot of work.

Chairman Donihi acknowledged guests Daniel Soria, Brian Colon, and Elizabeth Zuk with Clear Channel Airports.

5. COUNSEL'S REPORT

Counsel briefed the Board on an Attorney General's opinion regarding whether or not the Board should require a construction bond in its leases. Counsel explained that projects constructed on Airport property are public, and a construction bond is required for public projects. Further, the language is already included in the Authority's leases, and we must continue to comply with the statutes. President Dale noted that the bond is recorded at the same time as the Notice of Commencement.

Counsel advised that Affirmative Defenses have been filed in the Millworks lawsuit, and he is moving forward with the motion for summary judgment.

Counsel reported on the McDonnell lawsuit, stating that the Authority had responded to a single request for document production, in which the opposing counsel came to the

Airport to look at the requested documents. Opposing counsel has now filed a Motion to Compel as the Authority did not provide someone to describe the documents. Counsel noted that a deposition was not requested, which is done when asking somebody to discuss a case under oath. We are set for July 2012 on a motion to strike our Affirmative Defenses. President Dale explained that copies of the Master Plan, the City of Sanford's Future Land Use Plan and the Airport Layout Plan (ALP) were the documents requested and provided for their inspection.

6. TBI REPORT

TBI Director of Finance Keith Robinson reported on the following:

A. Monthly Statistics for April 2012

- i. International traffic total
April 2012 – **43,185** passengers
- ii. Domestic traffic total
April 2012 – **122,313** passengers
- iii. Total traffic
April 2012 – **165,647** passengers
- iv. Percentage
International traffic is up 5% compared to April 2011. Domestic traffic is up 10% compared to April 2011. Total traffic is up 9% compared to April 2011. Year-to-date traffic is up 24% compared to 2011.

B. Miscellaneous Updates

- i. Arkefly – The airline added a direct flight to Sanford on Wednesdays, for 10 weeks in the summer.
- ii. Allegiant – The airline announced two additional markets (Hagerstown, MD; and Wilkes-Barre/Scranton, PA) making it a total of 42 markets served by Allegiant from the Airport. Starting June 2012, there will be a new service to Hawaii originating from Las Vegas and Fresno. Mr. Robinson also noted the airline announced its 37th consecutive profitable quarter. Regarding the new charge for carry-on baggage, it seems to be changing passenger behavior (there has been an increase in checked baggage). Board Member Eckstein noted the company stock went up as well.
- iii. Agreements – Mr. Robinson noted the rental car agreement and marketing agreement are under the consent agenda for approval by the Board.

- iv. Hudson Group – Hudson Group has changed the gallery in the Domestic Terminal with some new products; everything is under \$10. The store is doing very well, and the numbers in sales have doubled from last year. Mr. Robinson noted that changes to the Indulgence store are expected as well.
- v. Rental car relocation project – Mr. Robinson noted the project is progressing very well. Kevin Spolski stated the move will commence the following week. Work to redo the rental area on the parking garage will commence on June 5, 2012, and is expected to last approximately 10 days. The additional space in the short term parking will increase it to 110 spaces.

7. LIAISON REPORTS

City of Sanford

None

Seminole County

None

8. CHAIRMAN'S REPORT

Chairman Donihi thanked Board Member Smith for his support with the Teal Ribbon Run. He also noted the Teal Magnolia Luncheon was a success. Both events benefited the Ovarian Cancer Alliance of Central Florida.

Chairman Donihi reiterated Board members interested in attending the Training Conference and/or the FAC Conference need to contact Diana M. Muñiz-Olson (preferably at the end of the meeting).

9. CONSENT AGENDA

- A. Consider approval of Concession Agreement with SIMPLY WHEELZ, LLC d/b/a ADVANTAGE RENT A CAR.

Staff recommends approval of the tri-party Concession Agreement, effective June 1, 2012, between Orlando Sanford Domestic, Inc.; the Sanford Airport Authority; and Simply Wheelz, LLC d/b/a Advantage Rent A Car.

- B. Consider approval of Ground Lease No. 2012-16 with SIMPLY WHEELZ, LLC d/b/a ADVANTAGE RENT A CAR for the land for Building 565, to be constructed on Airport Boulevard (Land).

Staff recommends approval of Ground Lease No. 2012-16 with SIMPLY WHEELZ, LLC d/b/a ADVANTAGE RENT A CAR for the land for Building 565, to be constructed on Airport Boulevard (Land). The lease shall have a twenty (20) year term, commencing on June 1, 2012. The lease consists of 87,120 square feet of land, at \$0.25 per square foot. The annual rental rate is \$21,780.00; the monthly payment is \$1,815.00, exclusive of taxes.

Note: The tenant operates a car rental facility. Building 565 will be a Quick Turn Around facility.

- C. Consider approval of Addendum B to Lease No. 2010-11 with RANDY DYKES for Building No. 513, located at 3905 Moores Station Road (Residence).

Staff recommends approval of Addendum B to Lease No. 2010-11 with RANDY DYKES for Building No. 513, located at 3905 Moores Station Road (Residence). Addendum B extends the lease term for one (1) additional year, effective May 1, 2012. The annual rental rate is \$12,000.00; the monthly payment is \$1,000.00.

- D. Consider approval of Addendum B to Lease No. 2010-12 with LIZETTE MIRANDA for Building No. 301, located at 2822 Aileron Circle (Residence).

Staff recommends approval of Addendum B to Lease No. 2010-12 with LIZETTE MIRANDA for Building No. 301, located at 2822 Aileron Circle (Residence). Addendum B extends the lease term for one (1) additional year, effective May 15, 2012. The annual rental rate is \$10,200.00, an increase of \$298.80; the monthly payment is \$850.00.

- E. Consider acceptance and approval of Non-Federal Reimbursable Agreement between the Department of Transportation Federal Aviation Administration and the Sanford Airport Authority for the Relocation of Runway 9L-27R NAVAIDS.

The purpose of this Agreement between the FAA and SAA is to relocate and replace the 9L Glide Slope (GS), 9L Localizer (LOC), 27R Medium-Intensity Approach Lighting System with Runway Alignment Indicator (MALSR); relocate the 27R GS; establish 9L Distance Measuring Equipment (DME); replace North Airfield copper cables with fiber optic cables; and modify the 27R LOC due to extension of Runway 9L-27R. The total cost of the project is \$2,012,128.

Staff recommends acceptance and approval of Non-Federal Reimbursable Agreement Number AJW-FN-ESA-12-7129 between the Department of Transportation Federal Aviation Administration and the Sanford Airport Authority for the Relocation of Runway 9L-27R NAVAIDS.

- F. Consider acceptance and approval of Joint Participation Agreement and Resolution Number 2012-08 for the Relocation of Runway 9L-27R NAVAIDS.

Approved during the President's Report.

- G. Consider acceptance and approval of Joint Participation Agreement and Resolution Number 2012-09 for the purchase of replacement 3,000 gallon ARFF Truck.

Approved during the President's Report.

- H. Consider approval of Lease No. 2012-04 with JAMES and VIRGINIA HOKE for the property at 2651 Cameron Avenue (Residential – land acquisition program leaseback).

Staff recommends approval of Lease No. 2012-04 with JAMES and VIRGINIA HOKE for the property at 2651 Cameron Avenue (Residential – land acquisition program leaseback). The lease term is for six (6) months, commencing on February 14, 2012, and terminating on August 13, 2012. The rental rate during the said term is \$0.00.

Note: This property was purchased with funding from FAA Grant No. 3-12-0069-065-2011, for acquisition of land for the Runway 9L-27R Extension.

- I. Consider approval of License and Concession Agreement to Manage Advertising Program at Orlando Sanford International Airport.

Staff recommends approval of the tri-party Concession Agreement to manage the advertising program at SFB between Orlando Sanford Domestic, Inc., the Sanford Airport Authority, and Clear Channel Outdoor, Inc. d/b/a Clear Channel Airports. The term of the agreement shall be for a period of five (5) years and five (5) months commencing on May 1, 2012, and terminating on September 30, 2017.

- J. Consider approval of Addendum C Lease No. No. 2008-17 with CAPITAL CARGO INTERNATIONAL AIRLINES, INC. for Building No. 145, located at 1642 Hangar Road (Hangar).

Consider approval of Addendum C to Lease No. 2008-17 with CAPITAL CARGO INTERNATIONAL AIRLINES, INC. for Building No. 145, located at 1642 Hangar Road (Hangar). Addendum C extends the lease term for one (1) additional month, effective May 1, 2012, to allow tenant additional time to complete the sale of simulators located in the hangar. The monthly rate is 4,200.00 exclusive of taxes.

Motion by Board Member Smith, seconded by Board Member Cattell, to approve Consent Agenda Items A through E (excluding F and G previously approved), and Add-on Items H through J. Vote taken, none opposed. Motion passed.

10. DISCUSSION AGENDA

None

11. COMMENTS FROM THE PUBLIC

Regarding the relocation, Mr. Spolski also briefed the Board on 20 large directional signs that will be installed. He commended TBI for their design and the quality of the signs.

12. OTHER BUSINESS

President Dale stated gopher tortoises continue to be a problem (when they get in the safety area) on the west end of the airport. He has contacted Nick Wiley, Director of Fish and Wildlife, and will meet with him to discuss the issue. The Authority can take them. It is extremely expensive to relocate the tortoises off the Airport. If relocated on Airport property, the land would have to be given to the State, which is not allowed by the FAA. President Dale stated staff has requested a grant for artificial turf, but the FAA has not approved it. He requested consent from the Board to continue to work with Nick Wiley to come up with a solution.

President Dale briefed the Board on the recent annual FAA airfield inspection.

13. REMINDER OF NEXT BOARD MEETING (JUNE 5, 2012)

Board Member Smith will chair the meeting in Chairman Donihi's absence.

14. ADJOURN FOR BREAK

The meeting was adjourned for a break at 10:08 a.m.

15. RECONVENE FOR TRAINING

The meeting reconvened from break at 10:15 a.m. Board Member Bowlin, Board Member Cattell, and Board Member Eckstein were not present for the training.

President Dale stated there was one additional item of business from Counsel. Counsel noted the item is in regards to Mears Taxicab Service. He stated Mears is required to give written notice to the Board if the company increases its rate. Mears is looking to have consistent rates across Central Florida.

The changes in rates are as follows: 1) current rate of \$2.20 for the first ¼ of a mile will be increased to \$2.40; 2) each additional ¼ of a mile will be increased from \$0.55 to \$0.60; and wait time if applicable (per 80 seconds) will increase from \$0.55 to \$0.60. Counsel clarified there is no change to the Airport's pick up surcharge. The last increase was done in November 2007. Mears is asking for authorization from the Board to increase their rates as stated above.

Board Member Smith questioned if there was a particular reason for the increase (perhaps fuel cost). Mr. Speake reiterated there had not been an increase since 2007, and Mears already received approval from the City of Orlando.

Motion by Board Member Ball, seconded by Board Member Smith, to authorize Mears Taxicab Service to increase their rates. Vote taken, none opposed. Motion passed. Shannon Gravitte, Mears Vice President of Government & Community Affairs, thanked the Board for the approval.

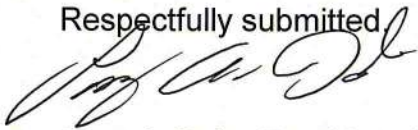
16. BOARD TRAINING: Airport Industry Familiarization and Training for Part-Time Policy Makers [by Airport Cooperative Research Program] – (General - Sections 3-6)

President Dale briefed the Board on the PowerPoint training presentation.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:56 a.m.

Respectfully submitted



Larry A. Dale, President & CEO
/dmm



SANFORD AIRPORT AUTHORITY
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Sanford, Florida 32773
(407) 585-4001 • Fax (407) 585-4045
www.orlandosanfordairport.com

March 16, 2012

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 (March 21, 2012) 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 April meeting on Tuesday, April 3, 2012, 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 for will be held on Tuesday, April 3, 2012, 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 will be held on Tuesday, April 10, 2012, at 9:00 a.m., in the Sanford Airport Authority Executive Offices Board Room, A. K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Scheduling and information is available by contacting the Vice President of Operations at (407) 585-4006.

USER GROUP

The Airport User Group meeting will be held on Tuesday, April 10, 2012, at 10:00 a.m., in the Sanford Airport Authority Executive Offices Board Room, A. K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Scheduling and information is available by contacting the Vice President of Operations at (407) 585-4006.

DESIGN REVIEW COMMITTEE (DRC)

The Sanford Airport Design Review Committee (DRC) meeting scheduled for Wednesday, April 4, 2012, 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