

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, MAY 6, 2014**

- PRESENT:** Tom Ball, Chairman
Tim M. Slattery, Secretary/Treasurer – *arrived at 8:32 a.m.*
U. Henry Bowlin
Jennifer T. Dane – *arrived at 8:34 a.m.*
Whitey Eckstein
William R. Miller
Clayton D. Simmons
Stephen P. Smith
Mayor Jeffrey C. Triplett, City Liaison
Commissioner Brenda Carey
Brett Renton, Airport Counsel
- ABSENT:** Frank S. Ioppolo, Jr., Vice-Chairman
- STAFF PRESENT:** Larry A. Dale, President & CEO
Diane Crews, Vice President of Finance & Administration
George Speake, Vice President of Operations & Maintenance
Tommy L. Barnes, ARFF Chief
Jerry Crocker, IT Manager
Thomas R. Fuehrer, SAA Police Chief
Diana M. Muñiz-Olson, Executive Secretary
Don Poore, Chief Financial Officer
- OTHERS PRESENT:** Greg Dull, TBI
Larry D. Gouldthorpe, TBI
Jim Huckeba, Renaissance Strategy Group
Geoff Lane, Starport
Commissioner Mark McCarty, District 1
Genean H. McKinnon, McKinnon & Associates
Mike Mikkola, Executive Jet Designs-
Sandeep Singh, AVCON
Greg Smith, Million Air
Kevin J. Spolski, Spolski Construction
Abby Still, Conestoga-Rovers & Associates
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 Ball welcomed everyone present.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON APRIL 1, 2014; AND MINUTES FROM THE EMERGENCY MEETING HELD ON APRIL 16, 2014

Motion by Board Member Smith, seconded by Board Member Simmons, to approve the minutes of the regular April meeting held on Tuesday, April 1, 2014. Vote taken, none opposed. Motion passed.

Motion by Board Member Smith, seconded by Board Member Bowlin, to approve the minutes of the emergency meeting held on Wednesday, April 16, 2014. Vote taken, none opposed. Motion passed.

4. COMMENTS FROM THE PUBLIC

None from the public.

President Dale congratulated Board Member Eckstein on his upcoming birthday.

Due to his schedule, Chairman Ball noted that Board Member Eckstein requested the opportunity to address Commissioner Carey at this time. Board Member Eckstein stated that the Board and staff have been working on the economic development of the Airport, including discussions about possible veterinary services/research. He noted the City of Orlando was bidding on a project for a corporation doing research for animals, and questioned if the County had bid on it as well. Commissioner Carey noted that the County is selective about the projects they go after; the City and County team get together and decide if it is worth to pursue the project. Board Member Eckstein noted the company was interested in having access to an airport. He reiterated his desire to enhance the economic development of the Airport, and stressed the importance of pursuing that field (veterinary services/research). President Dale stated he will contact Bob Turk and the County to discuss the possibilities.

5. LIAISON REPORTS

Seminole County

Chairman Ball noted that Commissioner Carey has a schedule conflict and requested to do her report out of order. Commissioner Carey briefed the Board on the Penny Sales Tax Election.

6. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Aerials
- B. Construction Update
 - i. Extension of Runway 9L-27R
 - a. Land Acquisition - Fertakis Litigation
 - ii. Extension of Runway 18/36 – BCA status
 - iii. Southwest Apron Rehabilitation – Bid Package 1 & Bid Package 2
 - iv. Passenger Boarding Bridges
 - v. Runway 18 Approach Artificial Turf Installation.
 - vi. T-Hangar Repairs
- C. Monthly Interim Financial Results of Fiscal Year 2013-2014, for Period Ending March 31, 2014
- D. Annual Budget Process – Fiscal Year 2014-2015

Board Member Slattery noted that during their first meeting the Audit Committee had decided that they would be involved in the budget process. He would like to have an Audit Committee meeting to review all the submissions by the departments and help in any way, before the budget gets to the Board. He noted the decision was made that the Audit Committee would be submitting to this Board what they had already reviewed and recommended.

[Discussed out of order at the end of the President's Report] Board Member Dane question if the Board had reached a consensus on the date for the budget work-session. Since the Audit Committee will meet to examine the budget thoroughly and make recommendations to the Board, Board Member Slattery questioned if a special meeting was necessary, or will Chairman Ball give the authority to the Audit Committee to review and make changes to the draft budget. He further noted that if a special meeting is not needed, the Board can then approve the budget as recommended by the Committee at its normal/regular meeting. Chairman Ball stated he believes that this is the purpose of the Audit Committee, and expressed his confidence in the Committee. Board Member Smith noted the Board might still have questions, or would like to have some input in the process. Board Member Slattery stated the committee meeting is opened to the Board and the public, and anybody can attend the meeting.

- E. TBI Loan for Replacement of 800 MHz radios

F. Screening Partnership Program (SPP) Update

G. The Game Plane

H. Allegiant

i. Annual Conference

ii. 15 Years of Service Celebration

7. COUNSEL'S REPORT

Counsel briefed the Board on the McDonnell Litigation.

8. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

A. Monthly Statistics for April 2014

i. UK traffic total

April 2014 – **16,704** passengers

ii. International traffic total

April 2014 – **25,010** passengers

iii. Domestic traffic total

April 2014 – **161,158** passengers

iv. Total traffic

April 2014 – **186,168** passengers

v. Year-to-date traffic

2013 – **720,897** passengers

vi. Percentage

UK year-to-date traffic is down 49% compared to 2013. International year-to-date traffic is down 40% compared to 2013. Domestic year-to-date traffic is up 19% compared to 2013. Total traffic is up 5% compared to April 2013. Year-to-date traffic is up 10% compared to 2013.

C. Allegiant

- iii. Annual Conference
- iv. Fleet Plan
- v. Meeting at SFB with Allegiant Board

D. Orange Air

9. LIAISON REPORTS (Continued)

City of Sanford

Mayor Triplett reported on the following:

- A. Contacting Enterprise Florida, Inc. to Discuss Economic Opportunities
- B. Request for Tour of Artificial Turf Test Site
- C. Sunrail Grand Opening

10. CHAIRMAN'S REPORT

On behalf of the Board, Chairman Ball expressed condolences to George Speake for the recent passing of his grandmother.

11. CONSENT AGENDA

- A. Consider approval and substitution of revised amortization schedules for Amended Series 2010-A Note and Amended Series 2011-A Note with CNL Bank.
- B. Consider approval of Official Bid Tabulation and authorization to award the contract to Mark Construction Co. for installation of the Passenger Boarding Bridge Replacement Project – Bid Package 2.
- C. Consider approval of Addendum A to Lease No. 2009-60 with ALCOHOL COUNTERMEASURE SYSTEMS CORPORATION d/b/a INTERLOCK SYSTEMS OF FLORIDA, INC. for Building No. 515-3, located at 2836 South Mellonville Avenue (Warehouse/Office).
- D. Consider approval of Addendum D to Lease No. 2010-11 with RANDY DYKES for Building No. 513, located at 3905 Moores Station Road (Residence).

- E. Consider approval of Addendum D to Lease No. 2010-12 with LIZETTE MIRANDA for Building No. 301, located at 2822 Aileron Circle (Residence).
- F. Consider approval of Lease No. 2014-11 with NOELLE MONTALVO for Building No. 531, located at 3575 Marquette Avenue (Residence).
- G. Consider approval of Addendum A to Lease No. 2013-07 with SANFORD RV REPAIR, LLC for Building No. 407, located at 1211 26th Place (Warehouse/Office).
- H. Consider acceptance of proposal from Geotechnical and Environmental Consultants, Inc., for services associated with updating the Airport Spill Prevention, Control and Countermeasure Plan.

Motion by Board Member Simmons, seconded by Board Member Smith, to approve Consent Agenda Items A through H. Vote taken, none opposed. Motion passed.

12. DISCUSSION AGENDA

- A. Consider approval of Proposed Changes to Participating Terminal Use Fee.

Following discussion, motion by Board Member Miller, seconded by Board Member Dane, to approve Discussion Agenda Item A. Vote taken, none opposed. Motion passed.

- B. Consider approval of request from Executive Jet Designs, Inc. for rent relief due to negative impact from the Southwest Ramp Rehabilitation Project construction adjacent to their facility.

Following discussion, motion by Board Member Slattery, seconded by Board Member Smith, to approve Discussion Agenda Item B, giving Executive Jet Design a waiver of the rent for May and June; contingent upon execution of settlement agreement containing a general release (for no further damages), as well as an assignment of any insurance claims to proceeds. Vote taken, none opposed. Motion passed.

- C. Consider Letter of Intent from Seminole County Board of County Commissioners for the exchange of property on East Lake Mary Boulevard.

Following discussion, motion by Board Member Simmons, seconded by Board Member Dane, to approve Discussion Agenda Item C, confirming the Board's interest in pursuing the Letter of Intent for an exchange of property with the County, assuming the Authority gets the same Lake Mary Boulevard frontage, and assuming the Tackvorian property is acquired by the County and it is part of the parcel the Authority will be receiving. Vote taken, none opposed. Motion passed.

D. Audit Committee Report.

Discussion of draft minutes and report by Board Member Slattery, Chairman of the Audit Committee. Discussion ensued regarding an RFQ for auditing services.

[Made out of order after the Compensation Committee Report] Motion by Board Member Smith, seconded by Board Member Dane, to put out a Request for Qualifications for auditing services. Vote taken, none opposed. Motion passed.

E. Compensation Committee Report.

Discussion of draft minutes and report by Board Member Simmons, Chairman of the Compensation Committee. Since it is so late in the fiscal year, Board Member Simmons noted it was the consensus of the Committee to continue to use the same compensation review process as before. He noted the Committee requested for Ms. Crews to obtain information from similar airports on how they evaluate their senior executive (job description of senior executive, growth of airport, and budget).

F. Economic Development Advisory Committee Report.

No report at this time. Board Member Ioppolo, Chairman of the Economic Development Advisory Committee, was absent.

13. COMMENTS FROM THE PUBLIC

Regarding the auditors, Commissioner McCarty noted that Moore Stephens & Lovelace CPAs do the audits for the City.

14. OTHER BUSINESS

None

15. REMINDER OF SAA ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MEETING (IMMEDIATELY FOLLOWING BOARD MEETING)

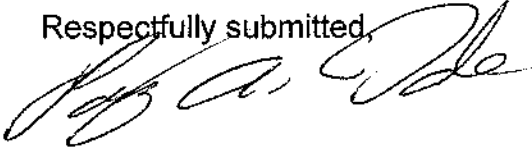
The meeting was cancelled due to Board Member Ioppolo's absence.

16. REMINDER OF NEXT BOARD MEETING (RESCHEDULED TO MONDAY, JUNE 2, 2014)

17. ADJOURNMENT

There being no further business, the meeting adjourned at 11:04 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Larry A. Dale". The signature is written in a cursive, flowing style with a large initial "L".

Larry A. Dale, President & CEO
/dmo



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

April 22, 2014

Via email: legals@mysanfordherald.com

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

Attn: Scott, Legal Classified

Please publish the following Public Notice one (1) time in the **Sunday edition (April 27, 2014) 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 May meeting on Tuesday, May 6, 2014, 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 regular business hours at (407) 585-4002.

Immediately following the regular Sanford Airport Authority May meeting, the SAA Economic Development Advisory Committee will meet 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 regular 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. Muñoz-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. Muñoz-Olson
Executive Assistant

PUBLIC NOTICE

BOARD MEETING

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The SAA Economic Development Committee scheduled to be held immediately following the regular Sanford Airport Authority May meeting, has been cancelled. Information may be obtained by contacting the executive offices during regular business hours at (407) 585-4002.

SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting scheduled to be held on Tuesday, May 13, 2014, at 9:00 a.m., has been cancelled. Information may be obtained by contacting the Vice President of Operations during regular business hours at (407) 585-4006.

USER GROUP

The Airport User Group meeting is held quarterly. The next scheduled meeting will be held on Tuesday, July 8, 2014. Information may be obtained by contacting the Vice President of Operations during regular business hours at (407) 585-4006.

DESIGN REVIEW COMMITTEE (DRC)

The Sanford Airport Design Review Committee (DRC) meetings are conducted on the first Wednesday of each month unless otherwise posted. The next meeting will be held on Wednesday, May 7, 2014, at 10:00 a.m., in the Authority's 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 regular business hours at (407) 585-4002.

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Larry A. Dale
President & CEO