

**MINUTES
SANFORD AIRPORT AUTHORITY
SPECIAL MEETING - BUDGET WORK SESSION
THURSDAY, JUNE 20, 2013
2:00 P.M.**

PRESENT: Stephen P. Smith, Chairman
Tom Ball, Vice-Chairman
U. Henry Bowlin, Secretary/Treasurer – *arrived at 2:08 p.m.*
Jennifer T. Dane – *arrived at 2:16 p.m.*
Whitey Eckstein
Frank S. Ioppolo, Jr.
William R. Miller
Clayton D. Simmons
Tim M. Slattery
Commissioner Lee Constantine – *arrived at 3:33 p.m.*

ABSENT: Mayor Jeffrey C. Triplett, City Liaison
Brett R. Renton, Airport Counsel

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
Jennifer Taylor, Project Coordinator/Land Acquisition Specialist

OTHERS PRESENT: Andrew Bolin, ATKINS
William G. McGrew, ATKINS
Fred Metz, BRPH Architects & Engineers
R. Keith Robinson, TBI
Craig Sucich, ATKINS
Bob Turk, City of Sanford
Steven J. Zucker, Esq., Shutts & Bowen, LLP

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 2:00 p.m., followed by the Pledge of Allegiance.

2. ADVERTISEMENT OF MEETING

Copies attached.

3. PRESIDENT'S REPORT

President Dale stated he would brief the Board on the SPP program before discussing the Agenda Items, and requested the Board review the Budget (Agenda Item B) last.

- A. SPP Program – As part of the bid process, the TSA and bidders are doing pre-solicitation site visits/conferences. The TSA will send out pre-solicitation notices to potential bidders. Potential bidders must submit a maximum of two (2) points of contact per company. The TSA has requested to use the Vigilante Room on June 26, 2013 at 9:00 a.m. for the visit; approximately twenty (20) people have confirmed their attendance. The TSA will take them to the screening stations, and probably the baggage station. President Dale stated this is the first step of the RFP. He might bring his recommendation to the Board during the July meeting. President Dale understands that the TSA will have a proviso in the bid that the bid price cannot be any more than it would cost the TSA to do it.

4. AGENDA ITEMS

A. Consider approval of:

- i. Lease No. 2013-22 with AVOCET CAPITAL, LLC for the Demolition Pad – Phase 2 Expansion, located on Don Knight Lane (Concrete pads).
- ii. Authorization to award contract for the Avocet Demolition Pad – Phase 2 Expansion, contingent upon execution of Lease No 2013-22 with AVOCET CAPITAL, LLC.

Consider approval of:

- i. Lease No. 2013-22 with AVOCET CAPITAL, LLC for the Demolition Pad – Phase 2 Expansion, located at Don Knight Lane (Concrete pads).

Staff recommends approval of Lease No. 2013-22 with AVOCET CAPITAL, LLC for the Demolition Pad – Phase 2 Expansion, located on Don Knight Lane. The lease shall have a ten (10) year term, commencing upon completion of construction of the Demolition Pad – Phase 2. The lease consists of two (2) 10,000 square foot concrete pads, at \$1.35 per square foot. The annual rental rate is \$27,000; the monthly payment is \$2,250, exclusive of taxes.

Note: Tenant will be using the concrete pads for aircraft demolition.

- ii. Authorization to award contract for the Avocet Demolition Pad – Phase 2 Expansion, contingent upon execution of Lease No. 2013-22 with AVOCET CAPITAL, LLC.

A total of three (3) proposals were received from the following contractors:

S Lee LLC	Bid Total: \$333,285.57
Spolski Construction, Inc.	Bid Total: \$229,950.00
White's Site Development, Inc.	Bid Total: \$158,218.00

Following receipt of these proposals, staff met with White's Site Development, as the lowest bidder, and reduced the thickness of the concrete from 8" to 7", which reduced the bid price to \$149,293.00.

Staff recommends authorization to award the contract for the Avocet Demolition Pad – Phase 2 Expansion to White's Site Development, Inc. in the amount of \$149,293.00, contingent upon execution of Lease No. 2013-22 with AVOCET CAPITAL, LLC.

Motion by Board Member Slattery, seconded by Board Member Miller, to approve Lease No. 2013-22 with AVOCET CAPITAL, LLC; and authorization to award contract to White's Site Development for the Avocet Demolition Pad – Phase 2 Expansion, contingent upon execution of Lease No 2013-22. Vote taken, none opposed. Motion passed.

B. Review of Draft SAA Budget FY 2013-2014.

[Discussed out of order, after Agenda Item D]

President Dale clarified this is a draft budget and noted some errors were made. The final draft (with any changes) will be presented to the Board at the July 9, 2013 meeting for approval to submit to the City.

President Dale and Staff briefed the Board on the Airport Authority Fiscal Year 2013-2014 Proposed Annual Budget. Presentations were made by President Dale, and Vice-Presidents Crews, Garrett and Speake on their individual budgets.

Discussion ensued.

Regarding training of staff for wildlife management and the program, George Speake stated he could have Brad Welborn, Wildlife/Airport Operations Specialist, do a presentation during the July meeting.

President Dale stated that after the Board approves the proposed budget during the July 9, 2013 meeting, the proposed budget will be sent to the City and the Board and the City will meet in a joint meeting sometime in August to approve it. Board Member Slattery noted the request made the previous year by Commissioner Williams to improve the corner on Airport Boulevard and Ronald Reagan Boulevard, and questioned if it had been budgeted for. President Dale noted staff has met with County officials to discuss the options, and at this moment lighted street signs have been installed on the mast arms at that intersection. Staff is still researching ground signage.

C. Consider approval of lowest qualified bidder for installation of the Passenger Boarding Bridge Replacement – Bid Package 1.

Staff recommends approval of lowest qualified bidder for installation of the Passenger Boarding Bridge Replacement – Bid Package 1, as recommended by ATKINS (following the bid opening for this project on June 19, 2013 at 2:00 p.m.)

Craig Sucich, engineer for ATKINS, briefed the Board on the mandatory pre-bid conference and noted the only bidder was Mark Construction. He stated ATKINS contacted a couple of potential bidders to find out why they did not submit a bid. The contractors noted they had issues with getting proposals from subcontractors, they felt it was not worth their effort. Mr. Sucich noted that in the mobilization cost area, the bid from Mark Construction was high. He stated that Mark Construction is willing to negotiate the price on that particular area. Engineer's recommendation is for the Authority to negotiate with Mark Construction the bid price, based on the facts that they are a proven contractor that has done work in the past on the Airport, they met all the qualifications, and are willing to value engineer some changes. Discussion ensued regarding the scope of the project and the bid overage.

Motion Board Member Simmons, seconded by Board Member Bowlin, to approved the contract as bid, accepting their offer to value engineer and authorizing President Dale (working with the project engineer) to negotiate with Mark Construction on the value engineering. Vote taken, none opposed. Motion passed.

D. Consider acceptance of 90% (FAA) and 5% (FDOT) funding, Joint Participation Agreement and Resolution No. 2013-08, for the Southwest Apron Rehabilitation project.

Staff recommends acceptance of 90% FAA funding, and approval of Joint Participation Agreement and Resolution Number 2013-08 for the 5% portion from FDOT for the Southwest Apron Rehabilitation project (Phase I).* The FAA portion at 90% is \$10,283,774; the FDOT portion at 5% portion is \$571,321; and the SAA 5% portion is \$571,321, to be paid from reserves.

* NOTE: During the June 4th meeting, the Board approved award of the contract to GLF Construction Corporation, subject to funding.

Motion Board Member Slattery, seconded by Board Member Ball, to accept the 90% FAA funding in the amount of \$10,283,774, and approve a Joint Participation Agreement and Resolution Number 2013-08 for the 5% portion from FDOT in the amount of \$571,321, for the Southwest Apron Rehabilitation project (Phase I). Vote taken, none opposed. Motion passed.

5. OTHER BUSINESS

None.

6. COMMENTS FROM THE PUBLIC

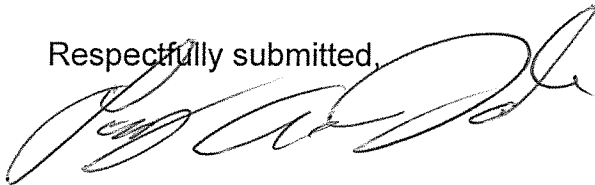
None

7. REMINDER OF JULY BOARD MEETING (JULY 9, 2013)

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:18 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Larry A. Dale", written over the text "Respectfully submitted,".

Larry A. Dale, President & CEO



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

June 5, 2013

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 (June 9, 2013) of the Sanford Herald Classifieds.** Please confirm receipt of this advertisement by email to dmuniz@osaa.net.

PUBLIC NOTICE

SPECIAL BOARD MEETING NOTICE
SANFORD AIRPORT AUTHORITY

Notice is hereby given that the Sanford Airport Authority will conduct a regular special called meeting on Thursday, June 20, 2013, at 2:00 p.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, June 4, 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 regular business hours at (407) 585-4002.

Notice is hereby given that the Sanford Airport Authority will conduct a regular special called meeting on Thursday, June 20, 2013, at 2:00 p.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.

SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting will be held on Tuesday, June 18, 2013, 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. 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 will be held on Tuesday, June 18, 2013, 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. 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, June 5, 2013, 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