

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, AUGUST 12, 2014**

PRESENT: Tom Ball, Chairman – *via phone, called in at 8:32 a.m.*
Frank S. Ioppolo, Jr., Vice-Chairman
Tim M. Slattery, Secretary/Treasurer – *arrived at 8:32 a.m.*
U. Henry Bowlin
Whitey Eckstein
William R. Miller
Clayton D. Simmons
Stephen P. Smith
Brett Renton, Airport Counsel

ABSENT: Jennifer T. Dane
Mayor Jeffrey C. Triplett, City Liaison
Commissioner Brenda Carey

STAFF PRESENT: Larry A. Dale, President & CEO
Diane Crews, Vice President of Finance & Administration
George Speake, Vice President of Operations & Maintenance
Don Poore, Chief Financial Officer
Tommy L. Barnes, ARFF Chief
Linda Chalkley, Security Administrator
Jerry Crocker, IT Manager
Thomas R. Fuehrer, SAA Police Chief
Diana M. Muñiz-Olson, Executive Secretary

OTHERS PRESENT: William Blend, Moore Stephens Lovelace CPAs & Advisors
Tracy Forrest, Winter Park Construction
Larry D. Gouldthorpe, TBI
Brady Lessard, CPH Engineers, Inc.
Frank Mazelin
Commissioner Mark McCarty, District 1
Genean McKinnon, McKinnon & Associates
Jeremiah Owens, CPH Engineers, Inc.
Ken Petterson, Hensel Phelps Construction
Jack Reynolds, JRA, Inc.
Tim Shea, AVCON
Greg Smith, Million Air
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.

Vice Chairman Ioppolo welcomed everyone present and noted Chairman Ball would join the meeting via phone (call received at 8:32 a.m.).

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON JULY 1, 2014

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

4. COMMENTS FROM THE PUBLIC

Kevin Spolski issued an ALS Ice Bucket Challenge to Mayor Triplett, President Dale, and Mr. Gouldthorpe, in honor of Joe McCloskey, an airport tenant.

President Dale presented Ms. Crews with plaque and shirt from the American Association of Airport Executives (AAAE) in recognition for her recent certification, and recognized Linda Chalkley for a letter of recommendation from the TSA.

5. DISCUSSION AGENDA

President Dale noted Seminole County is meeting and awaiting a reply on Discussion Agenda Item D, and requested it be discussed out of order.

- D. **(ADD-ON ITEM)** Consider approval of proposed land exchange with Seminole County as referenced in the Letter of Intent regarding same and dated April 22, 2014.

President Dale briefed the Board on the parcels in question. Discussion ensued.

Motion by Board Member Smith, seconded by Board Member Simmons, to approve the land exchange as presented in the April 22, 2014 Letter of Intent, subject to the following conditions: 1) approval of the exchange by the FDOT and the FAA; 2) acquisition by the County of the Takvorian parcel to be included in exchange; 3) satisfactory legal review of all components of the exchange and contract negotiation (titles, environmental safeguards, etc.), and 4) SAA retains right to consider imposing use restrictions on the SAA land to be exchanged under discussion, i.e. Sports Complex.

Following discussion, Counsel noted since it is an add-on item, the Board needs to take comments from the public. Vice Chairman Ioppolo asked the public for comments. Jack Reynolds noted that any access the Authority can get to the infield, between the two runways on the east side, is excellent for the Airport. He considers the new property to be prime area on the east.

Vice Chairman Ioppolo restated the motion and vote was taken; Board Member Slattery opposed. Vote passed with seven (7) votes (including Chairman Ball's vote via phone).

President Dale noted the Authority has appraisals on both parcels. Board Member Slattery stated he would like to see the appraisals.

6. COMMITTEE REPORTS

Board Member Slattery, Chairman of the Audit Committee, will brief the Board on the Audit Committee recommendation for Audit Services under Discussion Agenda Item A.

No report from Board Member Simmons, Chairman of the Compensation Committee.

Vice Chairman Ioppolo, Chairman of the Economic Development Advisory Committee, will brief the Board on the General Aviation Master Development Agreement with the Orlando Sanford Airport Southeast Ramp Hangar Development, Inc. under Discussion Agenda Item C.

7. 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 & Grant for Adesa Purchase

ii. Extension of Runway 18/36 – BCA Status

iii. Southwest Apron Rehabilitation – Bid Package 1 & Bid Package 2

Motion by Board Member Smith, seconded by Board Member Simmons, to accept the FAA grant (in the amount of \$10,465,844.40) for the Southwest Apron Rehabilitation Project Bid Package 2, and authorizing President Dale to execute the grant on behalf of the Board, when it is announced by Congress. Vice Chairman Ioppolo asked the public for comments; there were none. Vote taken, none opposed. Motion passed.

- iv. Passenger Boarding Bridges
- v. T-Hangar Repairs
- C. Monthly Interim Financial Results of Fiscal Year 2013-2014, for Period Ending June 30, 2014
- D. Reminder of Joint Budget Meeting with City Commission on August 25, 2014 at 4:00 p.m.
- E. RFP for Professional Audit Services (Discussion Agenda Item A)
- F. Screening Partnership Program (SPP) Update
- G. RFQ for Engineering Services (Discussion Agenda Item B)
- H. Amendment to the Interlocal Agreement for Creation of the Metropolitan Planning Organization
Motion by Board Member Smith, seconded by Board Member Simmons, to accept the amendment to the Interlocal Agreement creating the Orlando Urban Area Metropolitan Planning Organization d/b/a Metroplan Orlando, adding the Central Florida Expressway Authority in place of the Orlando-Orange County Expressway Authority. Vice Chairman Ioppolo asked the public for comments; there were none. Vote taken, none opposed. Motion passed.
- I. Seminole County Commemorative Book (Discussed out of order after Counsel's Report)
Motion by Board Member Smith to forgive the remaining balance on the book. Motion did not pass due to lack of a second.
- J. Article on NAS Sanford/Airport published in Embry-Riddle Aeronautical University's newspaper

8. COUNSEL'S REPORT

Counsel briefed the Board on the Fertakis and McDonnell Litigations.

9. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

- A. Monthly Statistics for July 2014
 - i. UK traffic total
July 2014 – **33,453** passengers

ii. International traffic total
July 2014 – **39,591** passengers

iii. Domestic traffic total
July 2014 – **189,795** passengers

iv. Transit traffic
July 2014 – **1,000** passengers

v. Total traffic
July 2014 – **230,378** passengers

vi. Year-to-date traffic
2013 – **1,363,825** passengers

vii. Percentage
UK traffic is down 39% compared to July 2013. International traffic is down 36% compared to July 2013. Domestic traffic is up 12% compared to July 2013. Total traffic is down 1% compared to July 2013. Year-to-date traffic is up 6% compared to 2013.

B. Fall/Holiday Parking Schedule and Gates Plan

C. Visit from Andrew Levy, Allegiant's President and CFO

D. Increased Rental Car Activity

E. SFB – Simpler Faster Better Training

Board Member Eckstein recommended TBI contact Azul Airlines.

President Dale asked Mr. Gouldthorpe to meet at a later time to discuss the signage used to direct passengers to the correct terminals.

10. LIAISON REPORTS

City of Sanford

Commissioner McCarty commented on the following:

A. Running for re-election

B. Sanford Army Reserve Center named in honor of Sgt 1st Class Alwyn "Al" Cashe

C. Update on Permit for the Sports Hall of Fame Display

Seminole County

None

11. CHAIRMAN'S REPORT

None

12. CONSENT AGENDA

- A. Consider approval of Addendum D to Lease No. 2010-20 with AVOCET CAPITAL, LLC for Building No. 142-W, located at 1143 30th Street (Warehouse/Office).
- B. Consider approval of Addendum A to Lease No. 2013-24 with FREEMAN HOLDINGS OF ORLANDO, LLC for Building No. 505-FBO, located at 2841 Flightline Avenue (FBO).
- C. Consider approval of Addendum A to Lease No. 2013-25 with FREEMAN HOLDINGS OF ORLANDO, LLC for Building No. 505-Land/Parking, located at 2841 Flightline Avenue (Land & Parking).
- D. Consider approval of Addendum A to Lease No. 2013-26 with FREEMAN HOLDINGS OF ORLANDO, LLC for Building No. 505-Fuel Tank, located at 29th and 30th Street (Fuel Tank).
- E. Consider approval of Addendum A to Lease No. 2013-27 with FREEMAN HOLDINGS OF ORLANDO, LLC for Building No. 426, located at 2863 Flightline Avenue (Hangar).
- F. Consider approval of Addendum B to Lease No. 2008-26 with NEWMAN VETERINARY CENTERS, INC. d/b/a VAL-U-VET ANIMAL HEALTH, INC. for Building No. 440, located at 1701 E. Airport Boulevard (Office).
- G. Consider approval of Lease No. 2014-21 with SKIMMER SKIFFS, LLC for Building No. 138-N located at 2764 Navigator Avenue, and Building No. 138-S located at 2754 Navigator Avenue (Warehouse/Office).
- H. **(ADD-ON ITEM)** Consider approval and authorization to execute FAA Grant No. 3-12-0069-073-2014 for purchase of the Adesa (IAA) property for the extension of Runway 9L-27R.

Motion by Board Member Smith, seconded by Board Member Simmons, to approve Consent Agenda Items A through G; and add-on Consent Agenda Item H. Vote taken, none opposed. Motion passed.

13. DISCUSSION AGENDA - Continued

- A. Recommendation from Audit Committee to select Auditor and consider approval of related Letter of Agreement for Audit Services.

Board Member Slattery briefed the Board on the interview process, and on behalf of the Audit Committee, recommended engagement with Moore Stephens Lovelace CPAs & Advisors, and approval of the Letter of Agreement/Contract (reviewed by Counsel).

Motion by Board Member Miller, seconded by Board Member Bowlin, approving the appointment of Moore Stephens Lovelace CPAs & Advisors as Auditors; and related Letter of Agreement for Audit Services (reviewed by Counsel). Vote taken, none opposed. Motion passed.

- B. **(REVISED)** Recommendation from Staff for the 2014 RFQ for Professional Airport Engineering Services.

- ***Consider selection of CPH ENGINEERS, INC. for Professional Airport Engineering Services, and authorize contract negotiation and execution.***

Following discussion, motion by Board Member Eckstein, seconded by Board Member Slattery, approving the selection of CPH Engineers, Inc. for Professional Airport Engineering Services; and authorizing contract negotiation and execution. Vote taken, none opposed. Motion passed.

- C. Consider moving the renewal of the General Aviation Master Development Agreement with the Orlando Sanford Airport Southeast Ramp Hangar Development, Inc. to the SAA Economic Development Advisory Committee for review and discussion.

Board Member Ioppolo briefed the Board on his meeting with Tracy Forrest and staff; following discussion, it was the consensus of the Board to move Discussion Agenda Item C to the SAA Economic Development Advisory Committee meeting for further discussion.

- D. **(ADD-ON ITEM)** Consider approval of proposed land exchange with Seminole County as referenced in the Letter of Intent regarding same and dated April 22, 2014.

Discussed out of order at the beginning of the meeting, after Comments from the Public.

14. COMMENTS FROM THE PUBLIC

None

15. OTHER BUSINESS

None

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

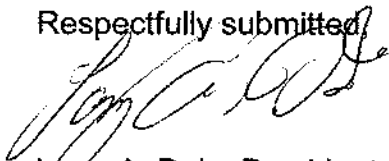
17. REMINDER OF NEXT BOARD MEETING (SEPTEMBER 2, 2014)

18. REMINDER OF JOINT MEETING WITH CITY OF SANFORD (AUGUST 25, 2014)

19. ADJOURNMENT

There being no further business, the meeting adjourned at 10:19 a.m.

Respectfully submitted,



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

July 21, 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 (July 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 August meeting on Tuesday, August 12, 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 August 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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SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting scheduled to be held on Tuesday, August 12, 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, October 14, 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, August 6, 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