

**MINUTES  
SANFORD AIRPORT AUTHORITY JOINT MEETING  
WITH CITY OF SANFORD  
MONDAY, AUGUST 26, 2013  
4:00 P.M.**

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**SAA BOARD**

**PRESENT:**

Stephen P. Smith, Chairman  
U. Henry Bowlin, Secretary/Treasurer  
Jennifer T. Dane  
Frank S. Ioppolo, Jr.  
William R. Miller  
Tim M. Slattery

**SAA BOARD**

**ABSENT:**

Tom Ball, Vice-Chairman  
Whitey Eckstein  
Clayton D. Simmons

**CITY OF SANFORD COMMISSION**

**PRESENT:**

Mayor Jeffrey C. Triplett  
Comm. Randy Jones  
Comm. Patty Mahany – *arrived at 4:10 p.m.*  
Comm. Mark McCarty  
Comm. Velma H. Williams

**SAA 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  
Don Poore, Finance Manager  
Diana M. Muñiz-Olson, Executive Assistant

**CITY OF SANFORD  
STAFF PRESENT:**

Norton N. Bonaparte, Jr., City Manager  
William L. Colbert, City Attorney  
Tom George, Deputy City Manager  
Bilal Iftikhar, Public Works Director  
Cynthia Lindsay, Finance Director  
Cynthia Porter, Deputy City Clerk  
Darrel Presley, Community Improvement Director  
Andrew Thomas, Sr. Project Manager  
Bob Turk, Economic Development Director

**OTHERS PRESENT:**

Representative Jason Brodeur  
Dan Ping

1. CALL TO ORDER OF JOINT MEETING

The joint meeting was called to order at 4:08 p.m. by Mayor Triplett; then turned over the floor to Chairman Smith.

2. CALL TO ORDER OF SAA BOARD MEETING

The SAA Board meeting was called to order at 4:09 p.m. by Chairman Smith.

3. ADVERTISEMENT OF JOINT MEETING WITH CITY OF SANFORD

President Dale announced this meeting was properly advertised. (Copies attached)

4. CONSIDER APPROVAL BY SANFORD AIRPORT AUTHORITY BOARD OF SAA COMPREHENSIVE ANNUAL BUDGET FISCAL YEAR 2013-2014 [OCTOBER 1, 2013 – SEPTEMBER 30, 2014]

President Dale noted the SAA Board approved at a previous SAA Board meeting the SAA Comprehensive Annual Budget Fiscal Year 2013-2014 [October 1, 2013 – September 30, 2014], for submittal to the City of Sanford for the Commission's review. He requested the Board officially approve the budget for approval by the Commission.

Motion by Board Member Miller, seconded by Board Member Dane, to approve the SAA Comprehensive Annual Budget Fiscal Year 2013-2014, and submittal to the City Commission for approval. Vote taken, none opposed. Motion passed unanimously.

5. OTHER BUSINESS

None

6. ADJOURNMENT OF SAA MEETING

There being no further business, Chairman Smith adjourned the SAA meeting at 4:11 p.m. and turned over the floor to Mayor Triplett.

7. CONTINUATION OF JOINT MEETING

The joint meeting was reopened at 4:11 p.m. by Mayor Triplett.

## 8. PUBLIC HEARING – SANFORD AIRPORT AUTHORITY FISCAL YEAR 2013-2014 BUDGET

President Dale briefed the City Commission on the SAA Comprehensive Annual Budget Fiscal Year 2013-2014. Discussion ensued.

Mayor Triplett questioned the decrease of the % of Gross Sales under Domestic Terminal Revenue, considering the increase in destinations. President Dale and Bryant Garrett clarified it is based on a moving scale (no revenue is received up to \$5 million; percentages vary when it is above \$5 million); that the previous year was the first time the Authority had ever received a Domestic Terminal fee (% of Gross Sales); and that staff wanted to be on the conservative side until more history is established. The estimated figure used was provided by Orlando Sanford Domestic, Inc. (in charge of managing the Domestic Terminal). Both President Dale and Mr. Garrett stated the revenue could be higher than projected.

Commissioner McCarty questioned the licensing of transportation (taxis, buses) at the Airport. George Speake clarified that the Airport permit requires the transportation companies to have a City of Sanford business license, and noted that periodically the City requests a list of the transportation companies (currently providing service at the Airport). He briefed the Commission on the requirements for the ground transportation at the Airport. Commissioner Williams requested a copy of the permit application.

Commissioner Williams reiterated her interest in improving the entrance at Sanford Avenue and Airport Boulevard. President Dale clarified that written permission from the owner of one of the properties has been received. Chairman Smith and President Dale are still working on the issue. Lighted street signs have been installed on the mast arms (at that intersection). President Dale hopes to have permission from the other property owner soon, in order to do the improvements on both sides at the same time.

Mayor Triplett asked if there were any comments from the public. There were none.

Motion by Commissioner McCarty, seconded by Commissioner Williams, to approve the SAA Comprehensive Annual Budget Fiscal Year 2013-2014. Vote taken, none opposed. Motion passed unanimously.

## 9. OTHER BUSINESS

Commissioner Mahany thanked the Board for serving.

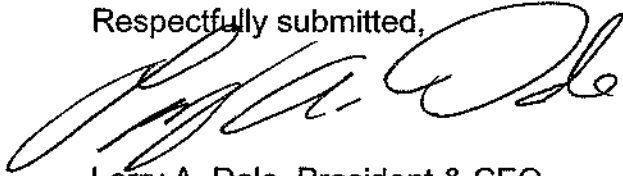
Commissioner Williams noted that with all the new flights, if the Airport had a hotel, it would bring a lot of business. President Dale stated that a hotel is in the Airport's plan. He further noted that after the regular SAA Board meeting on Tuesday, September 3, 2013, the SAA Economic Development Committee will meet, and one of the items being reviewed is a hotel. A hotel is of special interest now that the County will be doing the Sport Complex and new destinations have been added.

Allegiant now serves fifty-two (52) cities, more than any other airline in Central Florida.

10. ADJOURNMENT OF JOINT MEETING

There being no further business, Mayor Triplett adjourned the joint meeting at 4:46 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Larry A. Dale". The signature is fluid and cursive, with a large loop at the end.

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](http://www.orlandosanfordairport.com)

August 6, 2012

Via email: [legals@mysanfordherald.com](mailto: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 (August 11, 2013) of the Sanford Herald Classifieds.** Please confirm receipt of this advertisement by email to [dmuniz@osaa.net](mailto:dmuniz@osaa.net).

**PUBLIC NOTICE**

**JOINT MEETING WITH CITY OF SANFORD**

The Sanford Airport Authority will meet jointly with the City of Sanford in Commission Chambers, Sanford City Hall, 300 N. Park Avenue, on Monday, August 26, 2013, at 4:00 p.m. for presentation of the Sanford Airport Authority's Budget for FY 2013-2014 and any other business that may come before the Board.

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 407.585.4021 if you have any questions.

Sincerely,

Diana M. Muñoz-Olson  
Executive Assistant

# **PUBLIC NOTICE**

## **BOARD MEETING**

The regular meeting of the Sanford Airport Authority will be held on Tuesday, August 6, 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.

The Sanford Airport Authority will meet jointly with the City of Sanford in Commission Chambers, Sanford City Hall, 300 N. Park Avenue, on Monday, August 26, 2013, at 4:00 p.m. for presentation of the Airport Authority's Budget for FY 2013-2014 and any other business that may come before the Board. 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, August 13, 2013, 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 8, 2013. 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) meeting scheduled to be held on Wednesday, August 7, 2013, at 10:00 a.m., has been cancelled. 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