

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, JANUARY 10, 2012**

PRESENT: Tim Donihi, Chairman
Stephen P. Smith, Vice-Chairman
U. Henry Bowlin, Secretary/Treasurer
Tom Ball – *arrived at 8:36 a.m.*
David L. Cattell
Whitey Eckstein
William R. Miller
Clayton D. Simmons
Tim M. Slattery
Commissioner Patty Mahany, City Liaison
Brett R. Renton, Airport Counsel

ABSENT: Commissioner Dick Van Der Weide, County Liaison

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 Secretary

OTHERS PRESENT: Krysty Carr, S.E. Ramp Hangar Development
Marisol C. Elliott, ATKINS
Geoff Field, Starport
Larry D. Gouldthorpe, TBI
Shannon Gravitte, Mears Transportation Group
Jim Hukeba, Renaissance Strategy Group, LLC
Jim Kunberger, Durham Engineering, Inc.
Brady Lessard, CPH Engineers, Inc.
Christian Mantegna, McDirmit Davis & Co., LLC
Mark McCarty, City of Sanford Commissioner District 1
Genean H. McKinnon, McKinnon & Associates
Mike Mikkola, Executive Jet Design, Inc.
Al Nygren, O.R. Colan Associates
Jeremiah Owens, CPH Engineers, Inc.
Jack Reynolds, JRA, Inc.
Tim Shea, AVCON
Kevin J. Spolski, Spolski Construction
Bruce Van Allen, Starport

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 Commissioner McCarty.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR DECEMBER MEETING HELD ON DECEMBER 13, 2011

Motion by Board Member Smith, seconded by Board Member Bowlin, to approve the minutes of the regular December meeting held on Tuesday, December 13, 2011. Vote taken, none opposed. Motion passed.

4. AUDIT PRESENTATION – McDirmit Davis & Co., LLC

Christian Mantegna, from McDirmit Davis & Co., LLC, presented the Financial Statements for the years ended September 30, 2011 and 2010. He thanked Bryant Garrett and staff for their assistance.

The Independent Auditor's Report shows the Financial Statement is fairly presented in accordance with Government Auditing Standards.

Passenger counts have increased this year. The Balance Sheet shows current assets have remained fairly consistent; however, there is a substantial increase in non-current assets. Current liabilities have increased approximately 1.1 million.

Deferred revenue has increased, due to receiving funds from the FAA. Mr. Garrett clarified that in regards to the land acquisition, the Authority is legally required under eminent domain to close on a property and submit money to the bank. At the time, there was concern that the FAA would be shut down and the Authority would not receive the funds. As a precaution, the Authority drew the money in advance at the end of the fiscal year. Since the FAA did not shut down after all and the Authority had not incurred the expenses, the Authority had to report the money as surplus funds that were not earned. At this time, it has all been absorbed back into the system, and the Authority has incurred those expenses.

There was an increase in the investments capital assets. Overall operating revenues increased; however, operating expenses increased as well.

Mr. Garrett noted there is a correction on Page 23 regarding employee FRS contribution, and requested that the Board return the Audits at the end of the meeting to

make the corrections. President Dale clarified the Authority always made contributions to the FRS, and noted that in July the Board made a policy that the Authority would give the employees an increase to offset the newly required 3% employee contribution.

Mr. Mantegna continued his presentation, and noted that grants and contributions decreased by \$1 million. Overall increase in net assets is \$1.3 million.

Pages 14 through 36 are the notes of the financial statements.

Chairman Donihi questioned if there was anything that could cause concern to the Board about the Audit. Mr. Mantegna stated that the compliance and mutual controls report showed there were no findings, meaning no deficiencies in the controls were found. The Authority is in compliance with Government Auditing Standards. The Independent Auditor's Report shows the Authority is in compliance with Federal & State regulations.

The Authority is in compliance with the requirements for the Passenger Facility Charge (PFC). President Dale stated he wanted the Board to understand the difference between the PFC Compliance and the Grant Assurance Compliance/Rules & Regulations. He clarified the grants are given by the FAA and/or the state. However, the Authority collects the PFCs from the airlines; the airlines collect the charge per passenger enplanement. PFCs have to be approved by the FAA; which oversees the process. PFCs are revenues earned, not grants. The PFCs can be used for FAA-approved improvements (capital, security, etc.) as long as the Authority is in compliance with the rules and regulations.

Mr. Mantegna stated there were no recommendations or comments on the Management Letter. Chairman Donihi commended staff for their efforts. President Dale stated audit time is very important; the Audit is done to make sure that the Authority is in compliance.

Mr. Garrett requested authorization to allow him to submit the Audit to the City for approval, inclusive of the change on page 23. Motion by Board Member Smith, seconded by Board Member Cattell, to accept Audit Report/Financial Statements for the years ended September 30, 2011 and 2010, inclusive of correction; and authorization to submit the Audit to the City of Sanford. Vote was taken, none opposed. Motion passed.

5. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Extension of Runway 9L-27R – The construction grant is on hold; the project will go out to bid again in May 2012, to start construction (dirt work) work in September 2012. Still in process of land acquisition, several properties still need to be acquired. Working with two FDOT grants for the acquisitions. Some of the properties have been acquired through voluntary purchases. In the event a

property cannot be acquired through voluntary purchase, the Authority will have to proceed with eminent domain actions.

- B. Perimeter Road – The project is progressing well. A change order for additional time was done, due to other change orders that took more time and some weather delays. The project is expected to be completed by February 16, 2012. The day before the meeting there was a walkthrough for the punch-list items.
- C. Aerials – President Dale distributed the aerials during the Perimeter Road Item.
- D. T-Hangar Repairs – The contract has been awarded to McKee Construction, as lowest bidder, for the repairs on Buildings 427, 428, and 429. Repairs will begin on February 22, 2012.
- E. Attorneys' Fees – Distribution and discussion of attorneys' fees.
- F. Noise/Mitigation Grants – The Authority is working to close on two remaining parcels.
- G. Voluntary Purchase/FDOT Grants – The Authority has acquired the following properties with the FDOT grants: Graham property (closed on May 27, 2011); McCaskill property (closed on July 12, 2011); Steele property (closed on November 7, 2011); and Narcoossee property (closed on December 16, 2011).
- H. Air Service Provider Agreement – Two FBOs, Starport and Avion by Quinn, have decided to join together their General Aviation (GA) fuel sales. Staff has worked with Counsel and both parties to come up with the FBO agreement. Starport and Avion by Quinn will share the fueling equipment. The agreement requires the parties meet the Airport's minimum standards for FBOs and fueling requirements, the Rules and Regulations, and the FAA requirements. Staff recommends approval of the agreement in order for fuel sales to continue. Counsel stated Avion by Quinn is requesting a change under their FBO agreement. The Board has to approve any changes in the method of performance of duties as required in the agreement. Counsel stated Avion by Quinn has requested that the Board consider allowing them to execute this Fuel Service Provider Agreement, where Starport will provide the fuel to Avion by Quinn's customers. He noted it would be a conditional approval; the parties will have to comply with the Airport's requirements. Discussion ensued.

Board Member Smith questioned if the FBOs supply private aviation fuel or all fuel. President Dale stated they provide GA fuel, and noted they can provide any fuel they get business for. Board Member Slattery questioned if the agreement affects competitive pricing at all. President Dale clarified they set up their own prices. Geoff Field, with Starport, clarified it would not benefit the company to raise the price. President Dale noted it benefits both parties to keep the prices competitive in the Central Florida market.

Board Member Miller questioned if there was a provision for dissolving the agreement. President Dale stated the Authority could hold them in breach if they do not meet the standards. Board Member Simmons questioned if there is a way for the Airport to reverse the agreement if it determines this is not a desirable agreement. Counsel stated the Board could provide a conditional approval for one year or whatever set period the Board prefers. He clarified the parties have asked for approval of their agreement, which renews automatically on a yearly basis, with a 90 days prior-to notice. President Dale noted Avion by Quinn still has to meet the FBO requirements; the only way the Authority can interfere is if they do not meet the minimum standards. Board Member Simmons questioned if Starport has its own fuel farm. President Dale confirmed it did. Board Member Simmons questioned if at some point it becomes burdensome (because of business decisions by Starport in operating the fuel), would the Authority need a supplier for the customers in the south of the Airport. President Dale clarified there are requirements in the FBO agreements enforcing that they need to meet the demand (for fuel). Avion by Quinn is leasing their equipment to Starport; the fuel will still be serviced from Avion by Quinn.

Board Member Miller questioned what other fueling operations are in the Airport. President Dale stated there is self-fueling (done at Southeast Ramp, and other locations). The Airport does not do fueling like it used to. Board Member Miller questioned if Starport and Avion by Quinn are the only FBOs on the Airport that have fuel operations. President Dale confirmed they are. Counsel clarified both parties are Category A FBOs, which are allowed to have fuel operations. Board Member Miller stated the Authority should expect a change in the economy and growth again. He questioned if in the future an entrepreneur wants to set up an FBO and wants also to have fueling, did the Authority think further ahead to see if they would go to Starport for the assistance; or does the Authority have a reason to deny them after the Board has established this relationship. President Dale stated normally if an outfit comes in, invests the money in the facility and meets the minimum standards, the Authority would be "hard pressed" to deny them the opportunity. Counsel briefed the Board on the requirements/qualifications, and the denial options.

Board Member Slattery questioned if there was any money the Authority can get from them. President Dale stated the Authority receives fuel flowage fees, ramp fees, and rental of the facilities. He clarified that if the Authority charged them more, the Airport would not be that competitive. Commissioner Mahany questioned if the City benefited from fuel sale taxes. President Dale stated the City benefits from gasoline and rental car taxes, but is not sure if on GA gasoline. Bryant Garrett stated there is a state tax on aviation that mostly goes back to airports.

President Dale stated staff wanted to bring the agreement forward (for approval) because there have been times when Avion by Quinn did not have fuel available. Board Member Cattell stated he is concerned with having a down time in fueling

service, and questioned if there is a performance standard that can be incorporated in the agreement. Counsel stated that under their agreement if the parties are in breach, they have their own fuel farm, their own facilities, etc.; they would have to bring their personnel to go ahead and provide that service. President Dale clarified both FBOs have an FBO license and fueling permit; both still have to meet those criteria. Discussion ensued.

Board Member Simmons stated he would like the opportunity to have veto power, allowing the Board to withdraw its approval if the agreement is not working. President Dale stated the Board could do that, at a year the Board could rescind the agreement. However, he noted that rescinding the agreement is not going to solve the problem of Avion by Quinn not meeting their fuel requirements. Counsel clarified the recourse would be to shut them down. Board Member Simmons questioned if by approving this agreement, all the FBO fueling will go to Starport. He believes the Authority needs to have the ultimate authority to "unravel this" if the agreement does not work. Counsel believes it is a valid point, and noted that putting a provision for review in a determined amount of time seems to be prudent. He clarified the agreement is for one year, with a 90 days window of automatic renewal. Counsel stated the Board can set it up (for review) in 9 months, that way it can withdraw the approval during the 90 days window if necessary.

Board Member Smith questioned if there is some provision that if there is a gap in services, will it revert back to Starport. President Dale clarified there is no exclusivity that Starport fuels the north of the Airport, and Avion by Quinn fuels the southwest. Starport and Avion by Quinn can fill anywhere on the Airport.

Motion by Board Member Simmons, seconded by Board Member Smith, to approve Air Service Provider Agreement between Starport and Avion by Quinn, including the addition of provision regarding approval/review by the Board on an annual basis, as drafted by Counsel; and for President Dale to execute the agreement on behalf of the Board. Vote taken, Board Member Eckstein opposed. Motion passed with 8 votes.

Kevin Spolski stated a fuel service issue happened in the mid 90's. However, the Board interceded and there was no disruption in fuel.

- I. Paint Booth Equipment – President Dale stated he was not aware the Bank of the Ozarks had financed not just the paint booth, but the upholstery shop as well (operated by Southern Executive Jet). In addition to the bigger paint booth which is Building 333, there are two additional paint booths in the Commerce Park (Building 439). As discussed in the previous meeting, the Bank had claimed the balance owed to them was \$95,000.00. During the December meeting, the Board authorized Counsel to negotiate with the Bank. The Bank agreed to relinquish all the rights to both smaller paint booths, and any rights they have at Building 333, in exchange for \$15,000.00. Avion Jet Center and Southern

Executive Jet will have to agree to the settlement as well. Counsel clarified the Bank is going to agree that everything at Building 333 is a fixture; they will provide a Bill of Sale for everything inside the building; and include the two other paint booths. The Bank is voluntarily turning over the collateral in lieu of an action.

Since there might be some minor changes, Counsel requested the Board accept the conceptual agreement. He clarified the minor changes relate to specific release language contained in the agreement; language that would be approved by Counsel before execution. Motion by Board Member Simmons, seconded by Board Member Bowlin to accept the conceptual agreement with the Bank of the Ozarks to include: the Bank will release Building 333 and the other two paint booths, for payment in the amount of \$15,000.00; the documentation will be done by Counsel; and authorization for President Dale to execute the documents on behalf of the Board.

Board Member Slattery questioned if there was any way to get the \$15,000.00 back from the tenant. President Dale believes it would be difficult. He clarified the Authority did not forgive the debt; it got the tenant out of the building so that the building would not get tied up in bankruptcy proceedings or in an IRS lien. By doing this, the Authority got back the assets (that almost covered the losses for the arrearages), and will be able to move on with prospective tenants. If the Authority had to sue the tenant for breach of contract, it would have to spend a lot of money and get zero in return.

Board Member Smith questioned if both buildings are being leased. President Dale clarified the upholstery shop is on a month-to-month lease with Southern Executive Jet, paid in advance on a temporary basis. Board Member Smith questioned if the Authority knew how much the booths are worth. President Dale stated they were worth \$180,000.00 when installed three years ago. He noted that the Bank inspector certified they are still in good condition. Board Member Simmons stated it is not just what they are worth, it is what the Authority is saving in litigation proceedings; accepting the agreement is a sound business decision. Counsel clarified the issue is that there are two UCC liens on other personal property equipment at different locations; the liens will have priority over any claim from the Authority.

Regarding the motion by Board Member Simmons, seconded by Board Member Bowlin, to accept the conceptual agreement, vote was taken, none opposed. Motion passed.

- J. Wildlife Management – The Authority received the propane cannon license. President Dale hopes to get them in operation in a week or so. He distributed an article where the Audubon Society stated the problem is that the Airport was built in the wrong location. He noted that last year Orlando Sanford International Airport (SFB) had 30 birdstrikes versus 108 at Orlando International Airport

(MCO). Operations at both airports are comparable, taking into consideration the GA training at SFB. Regarding the location, Commissioner Mahany commented the Navy built the Airport in 1942. She noted that 50% of the Navy pilots that flew over the Pacific during WW II were trained here. She wondered what would have happened if the Airport had not been built.

- K. Lowe's lease termination – The subtenant wants to offer \$20,000.00 for the vandalism, which President Dale does not want to accept at this time. He stated the Authority would like to submit a counter offer in the amount of \$32,000.00. Staff is working with Counsel to finalize the agreement. Counsel stated the parties have been going back and forth regarding the language of the actual termination agreement, but noted it is "a pretty solid agreement." President Dale stated the agreement should include a provision for the site to be cleaned up to his satisfaction.
- L. Bank of America Loan – Regarding the lawsuit by 28 State Attorney Generals and Bank of America's settlement offer of \$46,829.20, President Dale stated documents were submitted but it will take approximately 9 months to 1 year to receive the funds.
- M. SSP application – The Authority reapplied for the Screening Partnership Program; the application was officially filed on December 6, 2011.
- N. Board Training options – Regarding the Board training recommendation by Board Member Simmons during the December meeting, President Dale clarified that even though the National Association of Corporate Directors (NACD) has some government members, its main target audience is private/corporate. There are some other options specifically for airport boards and commissions. President Dale stated he has a PowerPoint presentation and a paper regarding the subject, which he can e-mail to the Board. Board Member Simmons stated President Dale sent him the online links to the presentation and the report. He took the time to review the documents and found them to be very informative. President Dale stated the presentation/report could be divided and discussed at the end of the Board meetings. Chairman Donihi asked Board Member Simmons if this satisfied his requirements. Board Member Simmons confirmed it did, and thanked President Dale for the information. He recommended President Dale send the links to the Board members for review, to be later discussed in blocks at the end of the Board meetings. The Board agreed.

Board Member Smith questioned if the City of Sanford would be having training the day after the meeting regarding the Sunshine Law. Commissioner Mahany confirmed it would, and hoped that those members that have never had the training would attend.

Regarding the Board training, Board Member Miller questioned if it would be appropriate to appoint a small committee to meet with staff to review the

information and submit to the Board the important points in a structured format. Chairman Donihi stated Board Member Simmons recommended the Board review the documents, and then discuss them at a later time.

- O. 2012 Board Meetings – President Dale noted the meeting schedule for 2012 is included in the agenda binder.
- P. Master Plan – The Master Plan is almost complete, and it has been submitted for approval. To approve the Airport Layout Plan, Rebecca Henry is waiting on FAA Form 7460 – Notice of Proposed Construction from the Airport. The Master Plan is expected to be approved in a couple of weeks.

6. COUNSEL'S REPORT

Counsel stated that the Order of Taking for the Hoke and Artzner parcels would take place at the end of the month.

7. TBI REPORT

TBI President Larry Gouldthorpe stated December 2011 has been the busiest December for domestic traffic on record (11% more than 2009) and reported on the following:

A. Monthly Statistics for December 2011

- i. UK traffic total
December 2011 – **1,359** passengers
- ii. International traffic total
December 2011 – **9,009** passengers
- iii. Domestic traffic total
December 2011 – **116,037** passengers
- iv. Transit
December 2011 – **1,162** passengers
- v. Total traffic
December 2011 – **126,208** passengers
- vi. Year-to-date traffic
Total YTD traffic – **1,584,000** passengers

vii. Percentage

UK traffic is down 71% compared to December 2010. International traffic is up 11% compared to December 2010. Domestic traffic is up 78% compared to December 2010. Transit traffic is down 83% compared to December 2010. Total traffic is up 58% compared to December 2010; 11% more than 2009. Year-to-date traffic is up 34% compared to 2010. Cargo is down 44% compared to December 2010; and for the year is down 16% compared to 2010.

B. Miscellaneous Updates

- i. Rental car relocation project – The construction RFP was sent out on December 16, 2012. The pre-proposal meeting was held on December 22, 2011, attended by five companies. Proposals are due January 16, 2012. The contract is expected to be awarded on January 25, 2012, with mobilization on the first of February. If everything goes as scheduled, the project is expected to be completed by June 1, 2012. The car rental agencies have the new agreement, to be returned to TBI by January 30, 2012. The new agreement will be brought to the Board for final approval. The current agreements expire in May 2012, but Mr. Gouldthorpe prefers to have the new agreements executed before the construction begins.
- ii. Advertisement/Marketing RFP – Mr. Gouldthorpe state the contract was awarded to Corey Airport Services. TBI has decided to go on a month-to-month basis with the previous marketing company until March, to give Corey Airport Services time to install their advertisement.
- iii. Christmas Holiday – Mr. Gouldthorpe briefed the Board on the holiday parking. In an effort to recognize the public, TBI Operations distributed (at their discretion) 100 ten-dollar vouchers redeemable for food/concession. Also, twelve passengers were given free parking (a daily drawing based on the ticket pulled). Mr. Gouldthorpe stated he received some great feedback from that, and noted the holiday parking operation could not have gone better.
- iv. Allegiant – The airline has three new destinations: Niagara Falls, NY; Salisbury, MD; and Gary, IN. Mr. Gouldthorpe stated one more city will be announced. He noted there could be an increase in oil prices due to the Iranian situation; however, he expects to see some growth regardless. Mr. Gouldthorpe stated TBI is looking forward to the 166-seat modification program, which will add 10% capacity.
- v. Brazilian program – The Brazilian program returned December 20, 2011, and is expected to conduct a 33 flight program between December 2011 and mid February 2012. After that period, it will be a weekly service program until mid June 2012. President Dale commended Bob Rakowski, U.S Customs and Border Protection Port Director. He noted it has been a difficult transition for Customs (working with the multiple passports), but

Mr. Rakowski has done a wonderful job. Mr. Gouldthorpe stated they (Customs) have been flexible about their schedules and operating early.

Board Member Miller questioned what TBI is doing to promote the 40 destinations in the local community. Mr. Gouldthorpe clarified TBI's airline marketing budget is divided along the traffic mix; approximately 75% of the traffic is destination traffic, with the remaining 25% from people that live here. Approximately 60% of the budget goes to destination markets, with the remaining 40% to origin-oriented markets. The origin components are TV, print, and some radio. Mr. Gouldthorpe stated TBI tries to evenly distribute the budget along the different forms of media. Diane Crews noted that Product Marketing Group creates envelope stuffers for the Airport, that are placed in utility bills, the School Board newsletter, and other mailouts from the County and cities.

8. LIAISON REPORTS

City of Sanford

Commissioner Mahany reported on the following:

- A. U.S. Postal Service – The previous Wednesday, Commissioner Mahany attended a meeting held by the Postal Workers Union regarding the potential closing of the processing facility at Rinehart Road. The Post Office is looking for ways to save money, and is considering consolidating the Rinehart Road facility with the Orlando facility. One of the reasons they favor the Orlando facility is its proximity to Orlando International Airport. Commissioner Mahany stated that during the meeting she recommended the Orlando Sanford International Airport (SFB). She really wants to keep the processing facility on Rinehart Road open, and wondered if it was possible for the Post Office to do cargo from SFB.
- B. City assignments – Mayor Triplett has done the reassignments for board appointments. As of February, the Mayor will be the new City Liaison to the SAA Board. Commissioner Mahany commended the Board stating she thinks the Board is doing a fantastic job. Chairman Donihi thanked Commissioner Mahany for her service on the Board.

Seminole County

None

9. CHAIRMAN'S REPORT

- A. Board Birthdays – Chairman Donihi congratulated Board Member Bowlin for his upcoming birthday. He also congratulated President Dale for his birthday in February.

- B. Reports – Chairman Donihi commended Board Members Smith and Slattery for their participation in the SERTOMA Golf Tournament, and noted Board Member Slattery was part of the team that won second place.

10. CONSENT AGENDA

- A. Consider approval of Addendum B to Lease No. 2010-16 with CITY OF SANFORD for Building 132, located at 2805 Carrier Avenue, and the small garage located immediately south of Building 310, located at 1345 E. 28th Street.

Staff recommends approval of Addendum B to Lease No. 2010-16 with CITY OF SANFORD for Building 132, located at 2805 Carrier Avenue, and the small garage located immediately south of Building 310, located at 1345 E. 28th Street.

Addendum B extends the lease term for six (6) additional months, effective November 1, 2011. The lease consists of 2,152 square feet of office space at \$5.00 per square foot. Note: There is no charge for the garage. The annual rental rate is \$10,760.00; the monthly payment is \$896.67. The building is being used by Seminole Youthbuild, Inc. for a community improvement program for disadvantaged youth.

- B. Consider approval of Addendum I to Lease No. 2003-01 with DONALD and LAURA NOLETE for Building No. 299, located at 3114 Rudder Circle (Residential).

Staff recommends approval of Addendum I to Lease No. 2003-01 with DONALD and LAURA NOLETE for Building No. 299, located at 3114 Rudder Circle (Residential). Addendum I extends the lease term for one (1) additional year, effective January 1, 2012. The annual rental rate is \$10,200.00, an increase of \$300.00; the monthly payment is \$850.00.

- C. Consider approval of Lease No. 2011-47 with ROBERT L. SCHOOL and LYNNETTE I. SCHOOL for the property located at 2525 Willow Avenue (Residential – Noise Mitigation Land Acquisition Program Leaseback).

Staff recommends approval of Lease No. 2011-47 with ROBERT L. SCHOOL and LYNNETTE I. SCHOOL for the property located at 2525 Willow Avenue (Residential – Noise Mitigation Land Acquisition Program Leaseback). The lease term is for ninety (90) days, commencing on December 20, 2011, and ending on March 19, 2012. The rental rate during the said term is \$0.00. The lessee shall have the right and option to renew this lease on a month-to-month basis, following the term expiration on March 19, 2012, the rental rate during the extended term is \$500.00 per month.

Note: This property was purchased with funding from FAA Grant No. 3-12-0069-062-2009 and FDOT Grant No. 407669-1-94-01 as part of the Noise Mitigation Land Acquisition Program.

D. Consider approval of the Ground Transportation Pre-Arranged Permit for January 1, 2012 – December 31, 2012.

Each year staff reviews and prepares a new Ground Transportation Permit and Agreement.

This year's permit has minimal changes. Exhibit B and Exhibit C were updated to reflect changes such as the construction of the parking garage and both were made more presentable.

Staff also made changes to Article 4, regarding when monthly reports and payments are due. The change makes it easier for permit holders to file their monthly reports and provides an additional ten days for them to make their payments if the reports are filed properly and in a timely manner.

The final change was to Article 5. As credit card companies continue to increase the costs associated with accepting credit cards for payments, it is necessary to pass those costs on to the end user. Therefore, we are adding a pass through fee of 3% to all credit card transactions in association with payments made via credit cards.

All of the above changes were presented to current permit holders at the annual Ground Transportation Meeting held on December 13, 2011 and there were no objections from any drivers or companies that chose to attend.

Staff recommends approval of the Ground Transportation Pre-Arranged Permit for the period of January 1, 2012 - December 31, 2012, as presented.

E. Consider approval of Lease No. 2011-46 with EXECUTIVE JET DESIGN, INC. for Building No. 333, located at 1604 Hangar Road (Paint Booth/Hangar).

Staff recommends approval of Lease No. 2011-46 with EXECUTIVE JET DESIGN, INC. for Building No. 333, located at 1604 Hangar Road (Paint Booth/Hangar). The lease shall have a five (5) year term, commencing on January 9, 2012, with two (2) successive five-year renewal options. The lease consists of 14,834 square feet of paint booth/hangar space, at \$4.00 per square foot for Year 1. The annual rental rate for Year 1 is \$59,336.00; the monthly payment is \$5,241.35 including taxes. The rental rate will be increased in Years 2 through 5 by a percentage amount equal to the Consumer Price Index (CPI) for the year immediately preceding each of Years 2 through 5, respectively.

Note: the tenant will be painting aircraft.

F. Consider approval of Addendum C to Lease No. 2008-40 with FIXIT, LLC for Building No. 318, located at 1650 Hangar Road (Warehouse/Office).

Staff recommends approval of Addendum C to Lease No. 2008-40 with FIXIT, LLC for Building No. 318, located at 1650 Hangar Road (Warehouse/Office). Addendum C extends the lease term for one (1) additional year, effective December 1, 2011. The

building consist of 1,020 square feet of office and warehouse space, at \$9.06 per square foot. The annual rental rate is \$9,241.20; the monthly payment is \$770.10, exclusive of taxes.

Motion by Board Member Smith, seconded by Board Member Ball, to approve Consent Agenda Items A through D, and add-on Items E and F. Vote taken, none opposed. Motion passed.

11. DISCUSSION AGENDA

None

12. COMMENTS FROM THE PUBLIC

None

13. OTHER BUSINESS

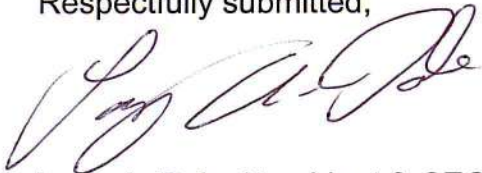
None

14. REMINDER OF NEXT BOARD MEETING (FEBRUARY 7, 2012)

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:23 a.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Larry A. Dale', is written over a light blue horizontal line.

Larry A. Dale, President & CEO
/dmm



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

December 27, 2011

Via email: legals@mysanfordherald.com

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

Attn: Cherisse, Legal Classified

Please publish the following Public Notice one (1) time in the **Sunday edition (January 1, 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 January meeting on Tuesday, January 10, 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, January 10, 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, January 17, 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, January 17, 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, January 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