

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, NOVEMBER 1, 2011**

PRESENT: Tim Donihi, Chairman
Stephen P. Smith, Vice-Chairman
U. Henry Bowlin, Secretary/Treasurer
Whitey Eckstein
William R. Miller
Clayton D. Simmons
Tim M. Slattery
Brett R. Renton, Airport Counsel

ABSENT: Tom Ball
David L. Cattell
Commissioner Patty Mahany, City Liaison
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
Jennifer Taylor, Project Coordinator
Diana M. Muñiz-Olson, Executive Secretary

OTHERS PRESENT: Krysty Carr, S.E. Ramp Hangar Development
Josh Davidson, F.I.T
Tracy Forrest, Winter Park Construction
Larry D. Gouldthorpe, TBI
Shannon Gravitte, Mears Transportation
Geoff Lane, Starport
William T. Litton, Seminole Co. Sheriff's Office
G. Geoffrey Longstaff, Mercantile Capital Corporation
Jeremy Lupa, AFGE
Genean H. McKinnon, McKinnon & Associates
Al Nygren, O.R. Colan Associates
Jeremiah Owens, CPH Engineers, Inc.
Brindley B. Pieters, P.E., Brindley Pieters & Associates, Inc.
Jack Reynolds, JRA, Inc.
Sandeep Singh, AVCON
Kevin Spolski, Spolski Construction
Lori Steiner, Wilbur Smith Associates
Craig Sucich, ATKINS

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 congratulated Secretary/Treasurer Bowlin for his participation in the National Sporting Clay Championship. President Dale stated Secretary/Treasurer Bowlin came in 4th in the five-stand competition, 3rd in the side-by-side competition, and 6th overall in his class. President Dale stated Board Member Smith tied for first place in the South Carolina side-by-side competition. Chairman Donihi congratulated Board Member Simmons on his upcoming birthday.

On behalf of the Board and staff, Chairman Donihi recognized former Board Members G. Geoffrey Longstaff (former Chairman), William T. Litton, and Brindley B. Pieters, P.E., for their service on the Board and their leadership.

Presentation of Resolution No. 2011-25 and engraved propeller to William T. Litton commemorating his term as board member, from October 2009 to September 2011.

Presentation of Resolution No. 2011-24 and engraved propeller to Brindley B. Pieters, P.E. commemorating his term as board member, from October 1999 to September 2011.

Presentation of Resolution No. 2011-23, engraved propeller and taxiway light to G. Geoffrey Longstaff commemorating his term as board member, from October 1999 to September 2011.

Mr. Longstaff stated the Airport has accomplished a lot and it is due to the organization that is here. He urged the new Board members to not let the business aspect of the Board die, and to run it as a business.

Along with President Dale, Larry Gouldthorpe presented the Board with an award. Anna Aero give awards once a year for airports that fall on various categories. This year the Airport was able to qualify for the first time and received one of the top awards from under the category of "Airport With The Most New Routes." The Airport was named top airport for the first time, beating Dallas/Fort Worth for the honor (highest number of new routes for the calendar year). Chairman Donihi commended President Dale and Mr. Gouldthorpe for their work.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR OCTOBER MEETING HELD ON OCTOBER 4, 2011

Board Member Simmons clarified he served in the Air Force, not the Navy. Motion by Board Member Simmons, seconded by Board Member Smith, to approve the minutes

of the regular October meeting held on Tuesday, October 4, 2011, as corrected. Motion passed.

4. WILDLIFE QUARTERLY REPORT

George Speake distributed a handout and briefed the Board on the wildlife activity. August is usually a busy month. Cattle egrets caused the most problems during this quarter. Cattle egrets and snowy egrets have been the primary concern in the last three months. Eagle activity is starting to increase. There should have been more gopher tortoises in August than in October. President Dale believes the rains might have driven them out. Mr. Speake stated the data shows sightings, not lethal take. The average for takes is approximately 400-500 a year. President Dale stated the data should show how many lethal takes are done and how it is done.

Board Member Simmons questioned if the Authority has received the cannons yet. Mr. Speake stated the cannons will be discussed during the President's Report. President Dale stated the Authority does take State threatened species by lethal means. No permit is needed anymore for State threatened species because they are on the Wildlife Hazard Management Plan; however, it must be reported. Federally protected species can be taken with a permit. Mr. Speake stated vultures are also on the increase. Chairman Donihi question if there are any problems with deer. Mr. Speake stated he has only seen one in the time he has worked at the Airport. Board Member Eckstein noted there was only one snake showing. President Dale clarified there are not many snakes because the birds eat them.

5. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Extension of Runway 9L-27R – The project is expected to go out to bid on May 24, 2012. The Authority continues with the land acquisition. It is a slow process because a lot of it is eminent domain. There have been challenges on the Order of Taking for the Byers property. There was a Motion to Dismiss claiming the Authority did not have the power to take by eminent domain. The enabling legislation gives the Authority the power other municipalities have under Chapter 332. Therefore the Authority not only has the power of eminent domain, but can also cross jurisdictional boundaries (counties and states). The judge denied the Motion to Dismiss, in favor of the Authority. The owner's attorneys are still challenging the Order of Taking. Judge Rudisill did not want to rule on the Order of Taking before ruling in the Motion to Dismiss. The Order of Taking is now scheduled for January 2012. The afternoon of the meeting President Dale will have his deposition. President Dale stated the property is a public necessity.

President Dale had to leave the meeting to take an important call at 9:10 a.m.

Floor was given to Brett Renton for Counsel's Report.

Floor back to President Dale after shade session request for the McDonnell lawsuit on Counsel's Report.

Order of Taking is scheduled for January 2012 for the Artzner and Hoke properties. The St. James House of Prayer has settled. The Order of Taking for the Byers property is also scheduled for January 2012. Board Member Slattery questioned if properties are being bought primarily to expand the runway. President Dale clarified the two phases of land acquisition are necessary to extend the runway, move the ILS associated components and all Part 77 and Part 139 requirements associated with it.

- B. Perimeter Road – The project was delayed a little by the unusual rains. The work is 43.6% complete. Some change orders have been issued. President Dale still believes the project will be within the budget, plus the 15% the Authority is allowed for cost overrun. The project looks good, as reported by the construction manager. The project is scheduled to be completed in February 2012. The perimeter road did not require an Army Corp of Engineer permit.
- C. T-Hangar Repairs – Proposals have been received; the first phase should be underway soon.
- D. Attorneys' Fees – Distribution and discussion of attorneys' fees.
- E. Noise Mitigation – There are three parcels remaining under noise mitigation: one on Willow Avenue; one on Bay Avenue; and one on Mellonville Avenue. The Authority has acquired the Graham and McCaskill properties voluntarily. Staff is waiting on the review appraisal for the Narcoossee property for voluntary purchase.
- F. Vacancy Report – President Dale briefed the Board on the vacancies. Currently there is 93.6% occupancy rate. Chairman Donihi questioned if Aerosim was considering a diner. President Dale clarified it would be just for the students.
- G. Arrearage report – President Dale briefed the Board on the arrearages. There are two entities that are the biggest part of our arrearages: Avion Jet Center/Southern Executive Jet and Millwork International. On previous meetings Board instructed staff to work with the tenants. Millwork International is working on a payment plan. Board Member Simmons questioned if there is an airplane in the t-hangar that has the 3-day notice (as shown on the arrearage report). Mr. Speake confirmed the tenant has two hangars and there are planes in both of them. Board Member Simmons questioned if the Authority can get them. President Dale said that the Authority works with Counsel in those cases. Board Member Slattery questioned if the Authority had recognized it as income.

President Dale stated the Authority budgeted it as income, but is not recognized until it is received.

- H. Anticipated Revenue – President Dale discussed the projected reduction in revenue in regards to Millwork International, Realty Development Trust, Crums Climate Control, and Lowes Trust.

Regarding Lowes, the building is vacant. Staff has been under discussions with the company and they have requested an early termination with a payment of \$86,000.00 (rate with a 10% discount), contingent upon cleaning the property and payment for damages due to theft/vandalism. Motion by Board Member Eckstein, seconded by Board Member Slattery, directing staff to proceed with the offer, subject to Counsel's approval, and being assured that the clean up is done to the Authority's satisfaction. Board Member Smith questioned if it was a closed or open building. President Dale clarified it is an open, pre-engineered building. Secretary/Treasurer Bowlin questioned if the Authority has an estimated cost for the cleanup. President Dale stated the tenant is responsible for cleaning. The Authority would get an estimate in the event the tenant requests that we clean the property. Board Member Slattery questioned if the Authority will give them a timeline in which to vacate and make the property rentable. President Dale stated the Authority can give them a timeline, and clarified staff is asking the Board to give staff the discretion to negotiate the agreement without returning to the Board for authorization to accept the \$86,000.00. Regarding the vandalism, Counsel stated the Authority will have to work with them to get the insurance company involved. It should be a payable event; there is a police report, and an arrest was made. Motion made by Board Member Eckstein, seconded by Board Member Slattery, passed. Inclusive in the motion is the tenant's responsibility to fix the damages due to vandalism.

President Dale stated Congress has not passed the Reauthorization Bill. The Authority budgeted \$318,000.00 in force account. Now the Authority will receive \$141,000.00 for the perimeter road, and \$300,000.00 for the sterilization project; that is \$123,000.00 more than budgeted. President Dale discussed additional non-budgeted revenue. There are three fire trucks that can be sold: one can be sold now, the second in 2012, and the third in 2013. For the first fire truck there are two potential buyers. Money was set aside for new vehicles to be bought when the budget stabilized. The Authority still has the option to purchase them now that the force account funds are coming in.

President Dale discussed a prospective new air carrier, Ryan International. Staff agreed that they could have two spots in the winter months, keep an A330 on a continuing basis, and another 767 during the winter months.

Board Member Miller questioned why the net figures for force account were not included in the budget. President Dale explained the current projected force accounts were not in the budget since they could not be projected when doing the budget. Board Member Miller noted that approximately \$400,000.00 is not

included in the budget. President Dale stated the budget did not include Ryan International either. Avocet will help Ryan International with the major repairs. President Dale stated \$600,000.00 is a conservative annual estimate, since they are still under discussions with Ryan International. Motion by Board Member Simmons, seconded by Secretary/Treasurer Bowlin, authorizing staff to negotiate deal with Ryan International, inclusive of approval of lease agreement for Building 516. Board Member Eckstein requested staff do due diligence on Ryan International. Motion made by Board Member Simmons, seconded by Secretary/Treasurer Bowlin, passed. Larry Gouldthorpe stated a lot of good things start to happen in terms of economics of the operators when you have a plane based at the Airport. He stated TBI loves these kinds of projects; they can be building blocks for other international charter programs.

- I. Tenant Request – During the October meeting, the Board approved the termination of Lease No. 2011-34 for Building No. 529, located at 2990 Cameron Avenue (Residence). The tenant reconciled with his wife and does not wish to terminate the lease. Motion by Board Member Eckstein, seconded by Secretary/Treasurer Bowlin to withdraw motion to: 1) terminate Lease No. 2011-34; and 2) approve the lease with Mrs. Dykes, contingent upon satisfactory credit report. Motion passed.
- J. TCE Remediation – The U.S. Army Corps of Engineers is paying the Authority to do this project; the project will not hinder operations. The project started on October 17, 2011. Currently they are just drilling, not testing yet. Mr. Speake stated they will pull the samples in December, and reports will be done after the first quarter of next year.
- K. POP Plan – Diane Crews briefed the Board on the Section 25 Plan. The Authority has secured a new plan, which requires an agreement that is being reviewed by Counsel. Staff recommends that the Board authorize the execution of the new POP agreement, subject to Counsel's approval. President Dale clarified this plan allows the Authority to exempt qualified health benefits from the employees gross income pre-tax. It is a benefit for the employees. Motion by Board Member Smith, seconded by Board Member Miller, to adopt agreement for the Premium Only Plan, which allows the Authority to exempt qualified health benefits from its employees' gross income pre-tax, contingent upon Counsel's approval. Motion passed.
- L. Hidden Costs – President Dale reported there are five employees either on FMLA or Worker's Compensation; three employees from ARFF and two from Maintenance. All employees are paid hourly; some are shift employees. The Authority has to cover shift workers in their absence with overtime, and non-shift workers work does not get done.

President Dale mentioned an e-mail had been sent regarding the battalion chief being injured and briefed the Board on the incident. He clarified the Authority is

re-instituting its policies, and employees have safety training all the time. Regarding the Maintenance employees, the Authority has had to pay another employee to do the Assistant Director's job in his absence.

Board Member Eckstein asked about risk management, and questioned if the Authority took proactive measures. President Dale stated the Authority is extremely proactive, and clarified some are Worker's Compensation and others are FMLA. He stated the Authority employees have mandatory safety training every quarter. The Authority follows the insurance carrier recommendations. President Dale clarified most Worker's Compensation cases are due to negligence of the individual. Board Member Simmons questioned the consequences of policy violations. President Dale stated he will consult with the Authority's labor attorney. The Authority will retrain and remind the employees, and do everything the attorney advises to do. President Dale clarified normally the Authority does not have this many cases. Board Member Bowlin questioned if there was a matrix on the training (as far as recourse). President Dale stated the Authority's training covers difference things, and is repeated.

- M. Airport Revenue – The Airport Revenue News 2011 Fact Book shows the Airport ranked #37 out of the top 50 performing North American airports for sales per enplanement. The Airport also ranked #6 for sales per enplanement including duty free sales, and ranked #111 of 401 primary airports for revenue passenger boardings. Ms. Crews expects the data for this year will be much better, considering the data is based on the 2010 numbers (33.76% less enplanements than now).
- N. Wildlife Management – President Dale stated staff still needs to find out how much propane is needed for the cannons. The Authority bought 25 propane cannons, which have been found to be very effective for wildlife management. President Dale stated he will brief the City that they are being used. The cannons can be fired manually, and remotely from vehicles or Dispatch. Thirteen cannons will have solar powered distress call. The master controller will be in the Control Center. The installation will be done in two phases. The initial phase will be in the following week, for the installation of the remote units and wiring for the master controllers. The second phase will be on the first of the year for the all the remaining components.
- O. Articles – President Dale stated Governor Scott plans to scrutinize special districts; however, it should not affect the Authority since it is not publicly funded. He also distributed the Anna Aero article regarding the award, and mentioned he had done a live interview at Fox 35 News regarding people's preference to fly from secondary/smaller airports.
- P. Aerials – President Dale distributed the aerials during the TBI Report.

Board Member Smith questioned the status of the screening privatization. President Dale stated he is working with Washington, D.C. The documents for the application are being revised before submittal.

6. COUNSEL'S REPORT

[Out of order, during Item A of President's Report]

Counsel stated they are proceeding with the eminent domain cases. Both (Artzner and Byers) are being contested individually and the Authority is moving forward with those.

On another matter, Counsel stated James and Donna McDonnell have sued the Board for inverse condemnation. Mr. and Mrs. McDonnell claim that due to the noise, the vibration, pollution, and constant wildlife issues surrounding them, the Authority has effectively taken their property. Brett Renton stated Sanford Airport Authority Counsel needed direction from the SAA Board, and requested the Board schedule an executive session to discuss the James J. McDonnell & Donna R. McDonnell vs. Sanford Airport Authority lawsuit, sometime in November. Board Member Eckstein questioned when Mr. and Mrs. McDonnell bought the property. President Dale clarified they bought the property in 1988, the busiest year for international/heavy (noisy) aircraft. The tower keeps the records.

It was the consensus of the Board to hold the shade meeting on November 14, 2011 at 1:00 p.m.

[Return to Item A of President's Report]

[Counsel's regular report after President's Report]

Counsel stated there is an update on the lawsuit in Virginia for the gentleman that had the 14th Amendment written on his chest (discussed on previous meetings). The court dismissed the airport authority that was being sued. Counsel stated he had discussed the case with President Dale to make sure the Authority was in compliance, which it was.

7. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

A. Monthly Statistics for October 2011

- i. UK traffic total
October 2011 – **42,357** passengers
Year-to-date – **377,997** passengers

- ii. International traffic total
October 2011 – **49,201** passengers
Year-to-date – **418,250** passengers
- iii. Domestic traffic total
October 2011 – **73,338** passengers
Year-to-date – **912,953** passengers
- iv. Total traffic
October 2011 – **123,639** passengers
- v. Year-to-date traffic
Total YTD traffic – **1,355,510** passengers
- vi. Percentage
UK traffic is up 4% compared to October 2010; UK Year-to-date traffic is up 10% compared to 2010. International traffic is up 9% compared to October 2010; International Year-to-date traffic is up 14% compared to 2010. Domestic traffic is up 85% compared to October 2010; Domestic Year-to-date traffic is up 42% compared to 2010. Total traffic is up 42% compared to October 2010. Year-to-date traffic is up 31%. Cargo is down 40%.

B. Miscellaneous Updates

- i. Advertisement/Marketing RFP – Mr. Gouldthorpe state he has received all the financial terms from the agencies. He expects to make a recommendation to the Board regarding the award of the contract.
- ii. South American Market – Greg Dull attended for the first time one of the largest travel tourism show in the region, being held in Brazil. The trip was very successful. From 15 Brazilian flights scheduled for this year, it changed to over 100 for 2012. South America has three to four potential markets.
- iii. European Market – Mr. Gouldthorpe stated this is the time they get ready for the big travel and tourism show in London, called World Travel Market. Mr. Dull is setting up his appointments, and will try to schedule a meeting with Ryan Air.
- iv. Fall schedule – The November inaugural services are: Saginaw, MI on November 3rd; Newport News, VA on November 16th; Grand Forks, ND on November 17th; and Asheville, NC on November 18th.
- v. Allegiant – Allegiant had a profitable quarter.
- vi. Article – Distributed the article regarding the Airport being recognized by Anna Aereo.

- vii. Concession program – There are plans to replace the current “To Go” stand on Gate 8 and expand it. The new stand will be called “The Sanford Marketplace” and will offer organic and freshly made food. Mr. Gouldthorpe distributed renderings of the stand. Portions of the revenue will be donated to a local charity.
- viii. Rental car relocation – Development of drawing and specifications is underway. The first review is scheduled for the middle of November. Project is still on track to be advertised on the first of the year.

8. LIAISON REPORTS

City of Sanford

None

Seminole County

None

9. CHAIRMAN'S REPORT

- A. Airport Properties – Chairman Donihi commented the properties can be used for non-aviation related business.
- B. New Board Member Checklist – Chairman Donihi briefed the new Board members on the checklist and encouraged them to work on completing it.
- C. William Adamson – Chairman Donihi stated that former Board member William “Duke” Adamson passed away October 20, 2011. A Celebration of Life service in his honor will be held on January 20, 2012.

10. CONSENT AGENDA

- A. Consider approval of Lease No. 2011-38 with STEPHEN THERRE for Building No. 303, located at 2850 Aileron Circle (Residence).

Staff recommends approval of Lease No. 2011-38 with STEPHEN THERRE for Building No. 303, located at 2850 Aileron Circle (Residence). The lease shall have a one (1) year term, effective October 14, 2011. The annual rental rate is \$9,900.00; the monthly payment is \$825.00.

- B. Consider acceptance and approval of 95% FAA funding, 2.5 % FDOT funding (Joint Participation Agreement), and Resolution Number 2011-21 for the purchase of a replacement 3,000 gallon ARFF Truck, to include the ancillary equipment.

The Airport's 3,000 gallon E-1 ARFF Truck was purchased in 2003. The FAA usually requires equipment to be fully depreciated (ten years) to be eligible for FAA-AIP funding to replace. The costly unreliability of this particular truck over the past several years has prompted the FAA to allow for the replacement this current fiscal year (October 1, 2011 to September 30, 2012).

We bid the purchase out and only received one response from Oshkosh in the amount of \$977,411. The FAA portion will be \$928,540 (95%), the FDOT portion will be \$24,235 (2.5%) and the SAA portion will be \$24,236.

Staff recommends the award of the purchase to Oshkosh; and the acceptance of the FAA grant (95% portion), the FDOT grant (Joint Participation Agreement – 2.5% portion), and Resolution Number 2011-22 for the FDOT grant.

All recommendations are contingent upon FAA & FDOT funding.

Board Member Slattery questioned what rate the Authority borrows at. President Dale clarified the Authority pays cash for it. These trucks are grant funded: the Authority pays 2.5%; FDOT pays 2.5%; and the FAA pays 95% (discretionary funds). In the event that a vehicle is not grant eligible, the Authority still pays cash for it and it is bought on a State contract. Vehicles that are no longer usable are sold as surplus.

- C. Consider and authorize the disposal of various pieces of equipment, each of which has economically exceeded their useful life.

The Maintenance Department has several pieces of equipment that have become uneconomical to repair. A detailed list of the equipment is below.

Year	Type	Hours	Miles	Proposed Disposal Method
1985	Ford Dump Truck		43,764	Via sealed bids
1989	Ford 6610 Tractor	9,338		Via sealed bids
2000	Hustler Diesel Mower	1780		Via sealed bids
2003	Hustler Gas Mower	2550		Via sealed bids
1981?	Air Force 10K Forklift	unknown		McCormick Scrap Metal Co. – \$500.00 offer

Any and all advertisements for bids will state that the Airport Authority reserves the right to reject any and all bids.

A 2003 Ford F-150 with 207,670 miles on it was previously disposed of via sealed bids.

Staff recommends that the above equipment be declared as surplus and requests that the Board direct staff to dispose of the equipment through sealed bids where indicated

and through a scrap metal dealer where indicated. In all cases, Staff will ensure that the vehicles are disposed of in the most economical manner possible.

- D. Consider approval of Addendum D to Lease No. 2007-27 with KATCO DISTRIBUTORS, INC. for Building No. 515-1, located at 2848 South Mellonville Avenue (Warehouse/Office).

Staff recommends of Addendum D to Lease No. 2007-27 with KATCO DISTRIBUTORS, INC. for Building No. 515-1, located at 2848 South Mellonville Avenue (Warehouse/Office). Addendum D extends the lease term for one (1) additional year, effective November 6, 2011. The building consists of 1,500 square feet of office and warehouse space, at \$8.00 per square foot. The annual rental rate is \$12,000.00; the monthly payment is \$1,000.00 exclusive of taxes.

- E. Consider approval of Addendum B to Lease No. 2009-48 with AVOCET CAPITAL, LLC for Building No. 142-E, located at 1143 30th Avenue (Warehouse/Office).

Staff recommends approval of Addendum B to Lease No. 2009-48 with AVOCET CAPITAL, LLC for Building No. 142-E, located at 1143 30th Street (Warehouse/Office). Addendum A extends the lease term for one (1) additional year, effective November 17, 2011. The lease consists of 13,168 square feet of office and warehouse space, at \$3.25 per square foot. The annual rental rate is \$42,796.00; the monthly payment is \$3,566.33 exclusive of taxes.

- F. Consider approval of Addendum B to Lease No. 2009-47 with AVOCET CAPITAL, LLC for the south one-half of the Modular Office Unit Trailer, located immediately west of the ARFF Station at 550 Don Knight Lane (MOU).

Staff recommends approval of Addendum B to Lease No. 2009-47 with AVOCET CAPITAL, LLC for the south one-half of the Modular Office Unit Trailer, located immediately west of the ARFF Station at 550 Don Knight Lane (MOU). Addendum B extends the lease term for one (1) additional year, effective November 17, 2011. The annual rental rate is \$3,000.00; the monthly payment is \$250.00 exclusive of taxes.

Motion by Board Member Smith, seconded by Board Member Miller, to approve Consent Agenda Items A through C, and add-on Items D through F. Motion passed.

11. DISCUSSION AGENDA

- A. Consider acceptance and approval of 95% FAA funding, 2.5% FDOT funding (Supplemental Joint Participation Agreement), Resolution Number 2011-22, and the associated ATKINS Task Order on a Design & Engineering project to be accomplished in the 2011-2012 fiscal year.

The funding for this project was approved and accepted in the June 7, 2011 SAA Board Meeting. However, the ATKINS Task Order in the amount of \$715,510 was not voted

upon. In October of 2011, ATKINS was asked to increase the scope of work to include correcting a major drainage issue originating from the southwest ramp.

ATKINS (formerly PBS&J) has submitted a task order in the amount of \$715,510 to accomplish Facility Evaluation & Inventory, engineering & design of a full rehabilitation of the southwest ramp area into four construction phases. A HNTB independent cost estimate (\$3,000 expense) came in at \$715,275.

The updated task order has been submitted in the amount of \$795,915. SAA should get FAA discretionary funds for this engineering and design project between now and August 2012.

FAA	95 %	\$756,119	
FDOT	2.5%	\$ 18,898	(We already have the FDOT JPA 407652 in the amount of \$17,888. We need an additional \$1,010 supplemental JPA)
SAA	2.5%	<u>\$ 18,898</u>	
		<u>\$795,915</u>	Total Engineering & Design Cost

FAA initially indicated that they would provide a design only discretionary grant during the current fiscal year (FY 2010-2011 October 1, 2010 to September 30, 2011). The FAA-ADO made contact last week and indicated that they would not be able to fund the design until next fiscal year (FY 2011-2012 beginning October 1, 2011).

Preliminary expenses are eligible to be reimbursed to the airport prior to the issuance of a discretionary FAA grant, and since they will only issue a grant upon receiving a grant application based upon bids and bids cannot be obtained without a design; therefore the design costs are deemed preliminary expenses. SAA moving ahead with the design is desirable because then design schedule is fairly long; however, cash flow constraints pose a potential obstacle to this being accomplished prior to the December-January time frame. The anticipated expenses are as follows. Please recognize that the expenses listed in one month would actually be paid in the following month. All known cash flow related issues should be resolved by January 1, 2012.

Dec-11	Jan-12	Feb-12	Mar-12	Apr-12
\$88,500	\$134,500	\$74,500	\$54,500	\$54,500

Staff recommends acceptance and approval of: 1) the ATKINS Task Order, contingent upon cash flow issues being resolved; 2) FAA grant (95% portion); 3) FDOT grant (Supplemental Joint Participation Agreement No. 1, FM Number 407652 1 94 01 – 2.5% portion), in the amount of \$1,010; and 4) Resolution Number 2011-22 for the FDOT grant.

Mr. Garrett stated the Authority cannot get funding until it is designed. It is a large project and the task order is less than \$800,000.00; however, it has to be front funded. Once money is returned from the Steele property, which should happen before the first quarter/Christmas holiday, the Authority should be in a good cash-flow position. If it is authorized to give notice to proceed, Mr. Garrett does not expect to see a bill before that money is returned. He does not foresee any problems.

Motion by Secretary/Treasurer Bowlin, seconded by Board Member Smith, to approve Discussion Agenda Item A. Motion passed.

12. COMMENTS FROM THE PUBLIC

None

13. OTHER BUSINESS

Tracy Forrest invited the Board to attend Concourse d'Elegance on November 5, 2011.

14. REMINDER OF SHADE MEETING (NOVEMBER 14, 2011 – 1:00 P.M.)

15. REMINDER OF NEXT BOARD MEETING (DECEMBER 13, 2011)

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:09 a.m.

Respectfully submitted,



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

October 12, 2011

Via email: legals@mysanfordherald.com

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

Attn: Robin, Legal Classified

Please publish the following Public Notice one (1) time in the **Sunday edition (October 16, 2011) 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 November meeting on Tuesday, November 1, 2011, 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. 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

The regular meeting of the Sanford Airport Authority for November will be held on Tuesday, November 1, 2011, 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.

A specially called meeting of the Sanford Airport Authority will be held on Monday, November 14, 2011, at 1:00 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.

SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting scheduled for Tuesday, November 8, 2011, has been cancelled. Information may be obtained by calling (407) 585-4006.

USER GROUP

The Airport User Group meeting scheduled for Tuesday, November 8, 2011, has been cancelled. Information may be obtained by calling (407) 585-4006.

DESIGN REVIEW COMMITTEE (DRC)

The Sanford Airport Design Review Committee (DRC) meeting scheduled for Wednesday, November 2, 2011, 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