

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
TUESDAY, DECEMBER 13, 2011**

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**PRESENT:** Tim Donihi, Chairman  
Stephen P. Smith, Vice-Chairman  
U. Henry Bowlin, Secretary/Treasurer  
Tom Ball  
David L. Cattell – *arrived at 8:41 a.m.*  
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  
Diana M. Muñiz-Olson, Executive Secretary  
Frank Liberatore, Construction Manager  
Administration Department Staff  
ARFF Department Staff  
Finance Department Staff  
IT Department Staff  
Maintenance Department Staff  
Operations Department Staff  
Police Department Staff

**OTHERS PRESENT:** Krysty Carr, S.E. Ramp Hangar Development  
Marisol Elliott, ATKINS  
Geoff Field, Starport  
Tracy Forrest, Winter Park Construction  
Larry D. Gouldthorpe, TBI  
Brady Lessard, CPH Engineers, Inc.  
Jeremy Lupa, AFGE  
Bill McGrew, ATKINS  
Mike Mikkola  
Al Nygren, O.R. Colan Associates  
Jack Reynolds, JRA, Inc.  
Tim Shea, AVCON  
Kevin Spolski, Spolski Construction  
Craig Sucich, ATKINS

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND INTRODUCTION OF GUESTS

The meeting was called to order at 8:31 a.m., followed by the Pledge of Allegiance.

President Dale gave an update on Commissioner Van Der Weide's health.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR NOVEMBER MEETING HELD ON NOVEMBER 1, 2011; AND MINUTES FROM THE SPECIAL MEETING HELD ON NOVEMBER 14, 2011

Motion by Board Member Ball, seconded by Board Member Smith, to approve the minutes of the regular November meeting held on Tuesday, November 1, 2011; and minutes from the special meeting held on Monday, November 14, 2011. Motion passed.

4. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Introduction of staff – Introduction of Sanford Airport Authority employees to the Board by their respective supervisors.

President Dale thanked all the staff for what they do. Chairman Donihi thanked staff on behalf of the Board and asked the Board members to introduce themselves. The Board members introduced themselves and thanked the employees for their work. Chairman Donihi noted the Airport is not what it is just because of the runways, but because of the employees.

- B. Extension of Runway 9L-27R – President Dale briefed the new Board members on the project. Originally, the 100% design was approved and the project went out to bid; however, the Authority had to reject all the bids because it did not have all the properties (due to lack of funding for construction and acquisition). President Dale would like for the project to go out to bid again in May 2012, to start construction (dirt work) work in September 2012.

The Authority is making progress with the land grants; it has two FAA grants: 1) grant for approximately \$8.7 million; and 2) another grant for \$11.111 million. The largest parcel needed for the project is the Byers property. The Byers contested (the necessity) and asked for an Order to Dismiss. The Court ruled in the Authority's favor. President Dale clarified the Authority has the legislative



authority for eminent domain. The Order of Taking was set for January 2012. Counsel stated it was discovered the appraiser had four different appraisals (done in 2008, 2009, 2010, and 2011 respectively) with four different prices (each time going down). Counsel stated he discussed with President Dale the possibility of the property owners accepting the highest value appraised (in 2008), in the amount of \$2,224,800.00. On behalf of the Board, Counsel made an offer and the owners accepted it (\$2,224,800.00 or \$3.75 per square foot). This acceptance settles the Order of Taking and the value of the property. President Dale stated staff and Counsel believe the compromise is the best way to resolve the issue. The property is needed for the fill; the Authority needs to have that property for the project. Board Member Simmons questioned the difference between the highest and lowest appraisals. Counsel stated the low appraisal was \$1.140 million versus the highest (\$2,224,800.00). Counsel discussed the attorney fees and reasonable costs. The total exposure for the settlement is \$2,548,072.94 (includes owners' attorney fees, underlying settlement, and reasonable costs). President Dale noted the Authority gets 100% of the easement. The Authority will get immediate possession of the property and there will be no tenants to relocate. Counsel stated this is the last piece of property the Authority needs for construction outside of the Runway Protection Zone. Board Member Ball stated he has a problem with paying \$3.75 per square foot for that property; however, he agrees with it taking into consideration the cost of fill dirt today. President Dale stated boring has been done and it is suitable to a certain depth. Board Member Simmons questioned how the Authority will pay for the property. President Dale clarified the Authority has two grants; this particular property will come from the first grant (2.5% FDOT grant, 2.5% from SAA funds, and 95% FAA grant). Motion by Board Member Smith, seconded by Board Member Simmons, under discussion to: 1) accept the settlement for the Byers property, allowing Counsel to prepare the necessary documents; and 2) direct President Dale and Bryant Garrett to fund it and bring it to a closing. Counsel will file a Stipulated Final Judgment with an Order of Taking. Secretary/Treasurer Bowlin asked for the total cost. Counsel stated the settlement amount for the land value is \$2,224,800.00, then there are percentages for their attorneys fees based on the value of the benefit obtained. Counsel calculated the attorney fees to be approximately \$286,960.00, which is over and above the settlement. The Authority is also obligated by Statute to pay their reasonable costs. They have submitted what they consider reasonable costs in the amount of \$36,312.94. The Authority's internal costs are approximately \$72,000.00 in attorney fees (not counting December). President Dale reiterated the total is approximately \$2.6 million. Board Member Slattery questioned if Counsel was recommending this (approval of the settlement). Counsel confirmed that this is their recommendation. Regarding the motion made by Board Member Smith, seconded by Board Member Simmons, vote was taken, none opposed. Motion passed.

President Dale stated the Authority needs to acquire the partial fee simple title from the Adessa Auto Auction, and the avigation easement. President Dale and



staff will be meeting with them the day after the meeting. The owner wants to keep operating that facility. President Dale turned over the floor to Counsel to brief the Board of the conflict in counsel in the event an agreement cannot be reached and it goes to eminent domain. Counsel stated the firm has a conflict since they represent the Auto Auction as well. Both parties agreed to waive any conflicts up until it should become necessary to file any eminent domain action. At that point, Counsel would have to step out and a new attorney would have to take over. The parties are working together and have agreed to do another appraisal. However, the Authority will need to select outside counsel should eminent domain be necessary. Board Member Eckstein recommended David Brown, and noted he is still the attorney for GOAA. Counsel recommended Larry Gendzier. Mr. Gendzier worked for FDOT as Chief Eminent Domain Litigator, and is now a Circuit Court mediator in eminent domain actions. His rate is \$300.00 per hour. President Dale stated he does not believe the Authority will need an eminent domain attorney for this case. He clarified the Board does not have to choose alternate counsel now; he just wanted to bring it to the Board's attention but cautioned the Board it needs to be done soon. Secretary/Treasurer Bowlin stated he has worked with Mr. Gendzier, and he is very knowledgeable and professional. Motion by Board Member Miller, seconded by Secretary/Treasurer Bowlin, to allow President Dale to work with Mr. Gendzier (as alternate counsel) in the event eminent domain is filed for the Adessa Auto Auction. Board Member Smith stated he would like to see a proposal from Mr. Brown (Board Member Eckstein's recommendation). Board Member Eckstein withdrew his recommendation, considering Mr. Gendzier's rate. Board Member Smith withdrew his request. Regarding the motion made by Board Member Miller, seconded by Secretary/Treasurer Bowlin, vote was taken, none opposed. Motion passed.

Board Member Smith questioned the status of the Delphini property. President Dale stated both parties are trying to settle on an appraiser. The owner has not hired an attorney; they would rather come to a voluntary purchase. Secretary/Treasurer Bowlin questioned if some of the buildings are occupied. President Dale clarified some are used for storage.

Order of Taking is scheduled for January 2012 for the Artzner and Hoke properties. The Authority has made a counter proposal to Hoke. The Artzner property is held up with a divorce, title problems, and the bank. The Authority cannot get the bank to discuss the property. Most likely it will have to go to eminent domain to get it done. The Authority closed on the Marvin Scott property, and Scott's Landing (Phase One of the project). Phase Two has a \$11 million grant for land acquisition for the Delphini, Driscoll, Lamar Brooks, Fertakis, Lake Victoria, and Curley properties.

- C. Perimeter Road – The project is progressing well. The work is 57.1% complete. President Dale still believes the project will meet the February 2012 deadline.
- D. Aerials – President Dale distributed the aerials during the Perimeter Road Item.



- E. T-Hangar Repairs – The apparent lowest bidder is McKee Constructions. President Dale would like to negotiate (the terms) with McKee Constructions and get started on the project. Board Member Ball questioned the scope of the work. President Dale stated the scope of the work is to repair all rusted and degenerated red iron and roofing, and adjust doors. George Speake will coordinate the relocation of tenants into vacant hangars. President Dale stated money has been budgeted for this project; any difference can be taken out of reserves. Motion by Board Member Ball, seconded by Secretary/Treasurer Bowlin, authorizing President Dale to negotiate terms with McKee Construction for the T-Hangar repairs, in the amount no greater than \$95,000.00. Motion passed.
- F. Attorneys' Fees – Distribution and discussion of attorneys' fees.
- G. Noise Mitigation – There are three parcels remaining under one of the noise mitigation grants: School property - closing scheduled for December 20, 2011 (one parcel on Willow Avenue); and Grzeskowiak properties - contract is signed, and staff is working on the closing (one parcel on Bay Avenue; and another on Mellonville Avenue).
- H. 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); Steel property (closed on November 7, 2011); and Narcoossee property (closing on December 16, 2011).
- I. Privilege fees – President Dale stated TBI and the Authority have set aside money for marketing airlines/destinations. He would like to use \$25,000.00 from the privilege fees to market Niagara Falls and other destinations, and to increase frequency at Plattsburgh, NY. Larry Gouldthorpe stated Allegiant has been very smart in targeting U.S. airports to draw the Canadian market. Plattsburgh is one of our best destinations in terms of load factor and yield. TBI is putting \$100,000.00 into "Destination to Orlando" marketing, but placing it in the trans-border market (Toronto, Montreal, and other areas in Canada). In addition, TBI will put \$50,000.00 into the new start markets. The three parties (SAA, TBI, and Allegiant) will jointly decide how to spend the money. President Dale noted that the Authority has already budgeted \$25,000.00 for airlines and he would like to include it (making it \$50,000.00 contribution from SAA).
- Motion by Board Member Smith, seconded by Board Member Ball, to use \$25,000.00 from the privilege fees to be used for marketing of airlines/destinations. Vote was taken, none opposed. Motion passed.
- J. Improvements – President Dale would like to shift the proceeds from the sale of the ARFF truck (\$110,000.00 to be paid in full by the end of the year) into the Building Remodeling Program. Improvements will be done on Building 126, Building 147, and Building 400. He would like to take money from the privilege



fee and the sale of the ARFF truck, hold off buying the staff vehicles, and use the funds to do the improvements. No objection from the Board.

- K. Paint Booth Equipment – President Dale stated he did not know until recently that there is a bank (Bank of the Ozarks) claiming ownership (of the equipment) through a lease/financing agreement. The Authority allowed the tenant to modify the hangar to be a paint booth. Staff is in the process of dealing with the prospective tenant. Bank of the Ozarks sent a letter to Counsel claiming they are owed \$95,000.00; much of it is computer hardware/software and a lift, which are not in the Authority's possession. President Dale would like to have consent from the Board to work with Counsel and come to some agreement with the bank attorneys. The fixtures are attached to the building. The lease states the equipment would belong to the Authority when improvements were done. Counsel stated there are about nine items of equipment that are in dispute. The Authority claims they are fixtures, the bank claims they can be removed. The Authority's lease is with Avion Jet Center; however, the bank loaned money to Southern Executive Jet. The bank claims Southern Executive Jet installed the fixtures into the building, even though the lease is with Avion. Counsel stated it is not clear if any documentation exists between the two entities regarding these fixtures. There are a number of issues concerning what the bank did in trying to perfect this lien that Counsel considers to be incorrect. One of the issues is when you have an item that is actually a fixture, the tenant is obligated to bring it to the landlord's attention. The tenant would then get a Landlord's Waiver of its lien, as well as some kind of acknowledgement that fixtures will be installed and later removed. In this case they never did. They did purchase a Money UCC Lien that lapsed in 2010, then replaced that with just a Blanket Lien over all the property of Southern Jet Center. When Counsel looked at the Avion issue regarding the fixtures, there was no lien. Counsel was not aware of any liens because it was done through a different entity, not the tenant at the property. Counsel believes the Authority has defensible positions on all the claims. The attorneys for the bank are demanding to know who the new tenants are so that they can advise them that the bank is claiming some interest in the fixtures. President Dale would like to get approval to work with Counsel, to guarantee to the new tenant that the hangar will be kept as a paint booth, and to indemnify them until the issue is resolved.

Board Member Simmons recommended the Board direct Counsel to inform them (Bank of the Ozarks) that they are not to contact any tenant; if they do, the Board will deem it to be a tortious interference with an advantageous business relationship. He believes staff needs to be firm with them; the paint booth is a fixture and part of our property, the lease says that. We need to go forward and do business with our (new) tenant, and tell them (bank) to leave the tenant alone. Motion by Board Member Eckstein, seconded by Board Member Ball, to go forward and do business with the new tenant, and ask the bank to leave the tenant alone. President Dale stated inclusive in the motion is to indemnify any potential new tenants. Board Member Slattery questioned if a cap on the



amount can be set. President Dale stated he would like authorization to work on an amount that is reasonable. Give us some figure before taking it back to the Board for approval. Counsel recommended the Board not set a specific amount (limit), but give Counsel and staff direction to proceed with a reasonable settlement amount. Board Member Slattery and Board Member Simmons agree the Authority should not pay the bank. Board Member Miller asked for clarification if the document will be brought back for approval, or if staff is asking for approval now. President Dale stated he would like to get consent to move forward with it and make some reasonable deal. Discussion ensued.

Board Member Simmons clarified the motion should authorize President Dale to: 1) continue to negotiate lease with (new) tenant, and (give) assurance to (new) tenant that the Board will defend against any challenge by the bank; and 2) instruct Counsel to negotiate with the bank (Bank of the Ozarks), some reasonable amount. Board Member Eckstein agreed with the wording of the motion. Vote taken, none opposed. Motion passed.

- L. Request for Proposal (RFP) for Taxicab Concession Services – Mr. Speake briefed the board on the RFP. He noted it is the same as last time. President Dale reiterated it is basically the same form used the last time. He would like to get approval to release the RFP. Mr. Speake clarified the RFP is for a base three-year term, with three one-year extensions at the discretion of the Authority. Motion by Board Member Eckstein, seconded by Board Member Cattell, to authorize release of the RFP for Taxicab Concession Services. Board Member Simmons questioned if this had been done before. President Dale clarified the document meets FAA and Counsel approval. Board Member Simmons questioned how many have answered. Mr. Speake stated approximately two companies have answered. Regarding the motion made by Board Member Eckstein, seconded by Board Member Cattell, vote was taken, none opposed. Motion passed.
- M. Wildlife Management – President Dale stated the previous day he made a presentation to the City Commission regarding the propane cannons. Out of courtesy, he also sent the presentation to the County Manager for him to brief the County Commission.

A bald eagle's nest will be monitored for 10 days to make sure there is no activity before taking it down. President Dale stated the Authority is doing everything it can legally do regarding wildlife management.

The Authority has problems with barn swallows and tree swallows. The propane cannons should disperse them effectively. Could be as late as March that the Authority will be allowed to use them (get the license to operate the cannons).



- N. Runway Incursions – Runway incursions are a serious priority for the FAA Safety Team. The Authority does runway safety management. Staff has identified hot spots and has discussed them with the Tower.
- O. Lowe's lease – Regarding Lowes, the tenant proposed an early lease termination. The lease terminates in January 2014. Tenant and staff are still trying to determine the cost of the vandalism. The tenant has sent a preliminary termination agreement (tri-party agreement with the subtenant). Rent will be payable in cash upon execution of the termination agreement. The tenant is responsible for cleaning up the site to the Authority's satisfaction. Motion by Board Member Eckstein, seconded by Board Member Simmons, to accept: 1) the early termination payment in the amount of \$86,000.00; 2) the clean up is to be done by the tenant to the Authority's satisfaction; and 3) for staff to determine a mutually agreeable amount in regards to the vandalism, subject to Counsel's approval. Board Member Slattery questioned how much the Authority was giving up. Diane Crews clarified it will be 10% off the remainder of the lease. President Dale stated the Board will get quarter reports as part of the audit during the January 2012 meeting. Regarding the motion made by Board Member Eckstein, seconded by Board Member Simmons, vote was taken, none opposed. Motion passed.
- P. Improvements – TBI is moving ahead with the relocation of the Vigilante Room and rental car counters. They are working on putting a baggage claim where the car rental counters and Vigilante Room are. Some outside work will be done in the parking lot as well. One of the crosswalks is not needed and needs to be removed. Motion by Board Member Cattell, seconded by Board Member Miller, to remove the unnecessary crosswalk. Motion passed.
- Q. Loan – Mr. Garrett briefed the board on a consolidation loan taken in 2001. At the time, the Authority asked for a fixed rate; however, the bank offered a derivative based loan. At the time it was sold to the Authority as a pseudo fixed rate. It was a series of swaps: as one part would go up, the other one would go down, and both parts together would basically equal a fixed rate. It worked out that way until 2007-2008, when the market fluctuated and the Authority went over budget for a two-year period. As a result of a lawsuit by 28 State Attorneys Generals, Bank of America is offering a \$46,829.20 settlement; however, by participating the Authority waves its ability to sue them individually. Mr. Garrett clarified if the bank was to make the Authority whole, it would be approximately \$250,000.00 instead; however, the Authority would have to go against a very big bank. Counsel stated they have researched what is going on. This is a lawsuit against Bank of America by the attorney generals (of various States) on behalf of the government entities (roughly 1,700 transactions). Board Member Simmons stated there is another lawsuit and a private class action. He noted there is a question and answer pamphlet that is available. Discussion ensued. Board Member Slattery recommends the Authority take the settlement offer. Motion by Board Member Cattell, seconded by Board Member Eckstein, to elect to



participate in settlement with Bank of America, in the amount of \$46,829.20. Vote was taken, none opposed. Motion passed.

- R. Birdstrikes – President Dale briefed the Board on recent birdstrikes. As a result of multiple birdstrikes, the Authority is required to update and review the Airport's Wildlife Hazard Management Plan. President Dale will brief the Board on strikes that may occur. Chairman Donihi requested the same be done with incursions.
- S. H.R. 3608 - Stop TSA's Reach in Policy Act (STRIP) – Congressman Mica and 25 other congressman are taking the lead with H.R. 3608; which will prohibit certain TSA employees from using the title of "officer", and from wearing uniforms and badges resembling those of law enforcement officers.
- T. SSP – The Authority has reapplied for the Screening Partnership Program. President Dale stated he has worked with Washington, D.C. on the documents. The application was officially filed on December 6, 2011.
- U. Reschedule meeting – The Authority will observe the New Year's Day Holiday on January 2, 2012; the January meeting is scheduled on the following day. It was the consensus of the Board to reschedule the January meeting to January 10, 2012 due to the holidays.
- V. TSA Update - President Dale briefed the Board on an article regarding three elderly women that claim TSA made them take off their clothes. He advised that the Airport's FSD is moving to Washington, DC.
- W. Public Law 112-56 - Public Law 112-56 repeals the requirement for governments to withhold 3% of certain payments to contractors.
- X. Cabinet request – Due to the large amount of badge files, the Security Administrator needs an additional filing cabinet. President Dale requested authorization to use money from reserves for a fireproof cabinet in the amount of \$1,897.00. Motion by Board Member Cattell, seconded by Board Member Smith, to authorize use of money from reserves for the fireproof cabinet. Motion passed.

## 5. COUNSEL'S REPORT

None.



## 6. TBI REPORT

TBI President Larry Gouldthorpe stated November has been the busiest month for domestic traffic in the history of the airport and reported on the following:

### A. Monthly Statistics for November 2011

- i. UK traffic total  
November 2011 – **68,104** passengers
- ii. International traffic total  
November 2011 – **13,695** passengers
- iii. Domestic traffic total  
November 2011 – **87,622** passengers
- iv. Transit  
November 2011 – **1,336** passengers
- v. Total traffic  
November 2011 – **102,653** passengers
- vi. Year-to-date traffic  
Total YTD traffic – **1,408,732** passengers
- vi. Percentage  
UK traffic is up 20% compared to November 2010. International traffic is up 60% compared to November 2010. Domestic traffic is up 74% compared to November 2010. Transit traffic is down 80% compared to November 2010. Total traffic is up 56% compared to November 2010. Year-to-date traffic is up 33%.

### B. Miscellaneous Updates

- i. Allegiant – The Airport has new expanded services. Niagara Falls, NY not only gives access to upstate New York, but also to Canada. Flights to Chicago/Gary, IN are scheduled to start on February 15, 2012. Two additional markets will be announced by the first week of January 2012. Allegiant will have 40 non-stop destinations by the beginning of 2012. Southwest is the only other airline that has more destinations out of Central Florida.

Allegiant has bought 12 additional MD-80 aircraft. The planes will be integrated into the fleet over the next 12 months. The aircraft will eventually transition into the 166-seat program; which will add another 10% capacity. Board Member Miller questioned the effect of the transition in reducing the spacing between seats. Mr. Gouldthorpe clarified there will not be a reduction in pitch. The airline will capture 16 additional seats



without changing the pitch (distance between the front of the seat and the back of the seat in front of it). Board Member Miller questioned if the backs of the seats are fixed (non-retractable seat). Mr. Gouldthorpe stated that a lot of the leather seats are fixed and non-retractable.

The airline held a group interview session the previous week; over 150 applicants showed up for 30 flight attendant positions. President Dale stated Ryan Air has a couple of new positions also.

Regarding passenger counts, Board Member Simmons questioned if the Authority receives revenue per head. President Dale clarified the Authority receives revenue from the Passenger Facility Charge (PFC) (rate of \$4.00 per passenger); the fuel flowage fee (\$0.03 per gallon for jet fuel); landing fee based on the aircraft gross landing weight, and a public safety fee per passenger (inplanement). When passenger counts and operations go up, so does the revenue.

- ii. UK Charter Market – Monarch and Cosmos will add 28 wide-body aircraft next summer; coming from markets that have not been served for a while.
- iii. Thanksgiving Holiday update – Mr. Gouldthorpe stated this has been the busiest Thanksgiving on record. Every paid parking spot was filled. Not one single complaint was received regarding parking. Mr. Gouldthorpe stated they received a lot of comments on how police were proactive in handling traffic flow.
- iv. Christmas Holiday – TBI expects a bigger impact on parking than Thanksgiving because of the duration of the stay. Staff is starting to mark the grass area for Christmas; approximately 500 extra spaces will be on the grass. This year they will be using a new handheld machine to process payments.
- v. Press Release – A press release will go out the day after the meeting. In an effort to recognize the public, TBI Operations will distribute (at their discretion) vouchers/certificates that can be redeemable for food/concession. Twelve passengers, one each day, will be given free parking (a drawing based on the ticket pulled). Board Member Eckstein questioned if many children travel. Mr. Longstaff stated that a lot of children travel (this time of the year).
- vi. Rental car relocation – A conference call to discuss/review the changes to re-stated rental car concession agreement is scheduled. Mr. Gouldthorpe would like get the project out to bid by the end of December.
- vii. Privilege fees – Mr. Gouldthorpe stated that based on the DEC Forecast done at the end of November for December, it looks like TBI will pay privilege fees to the Authority, in the amount of approximately \$150,000.00. President Dale stated the Authority will get the funds



approximately in March 2012. Mr. Gouldthorpe clarified TBI closes their books in January; the auditors go through the books in February; and payment is made in March.

Board Member Eckstein briefed the Board on the latest company information for Allegiant

## 7. LIAISON REPORTS

### City of Sanford

Commissioner Mahany reported on the following:

- A. Flight school – The City is working with Frank Cerasoli regarding leasing the Palm Island Resort & Marina for a flight school.
- B. City manager – The City has appointed Tom George to be Deputy City Manager; he will be responsible for four departments, including the Planning Department.
- C. Airport – Commissioner Mahany stated people approach her to talk about the Airport. She spoke with a travel agent who recommend outside porter service. Mr. Gouldthorpe stated the Airport is busy enough for it; however, porter service typically is an extension to the airline service. He has talked to Allegiant about it; however, the cost is keeping them from doing it. TBI has also discussed the possibility of a drive-through check in. There has been thought put into it, but TBI/airlines are still considering the cost of it.
- D. City update – The City is looking at a strict panhandling ordinance, and the elimination of massive/uncontrolled group feeding in the park.
- E. Train – The City might get the Orange Blossom Special train from Downtown, Orlando.

### Seminole County

None

## 8. CHAIRMAN'S REPORT

- A. Car Rental Special – Chairman Donihi commented that Thrifty has a special car rental rate.
- B. Christmas Gift Bags – Bobby Brantley sent Christmas gift bags for the Board members.



9. CONSENT AGENDA

- A. Consider approval of Lease No. 2011-42 with NADINE PUTNAM and FRANK JONES for the property located at 2764 Beardall Avenue (Residential – Land Acquisition Program Leaseback).

Staff recommends approval of Lease No. 2011-42 with NADINE PUTNAM and FRANK JONES for the property located at 2764 Beardall Avenue (Residential – Land Acquisition Program Leaseback). The lease term is for one hundred (100) days, commencing on October 31, 2011, and ending on February 8, 2012. The rental rate during the said term is \$0.00. The lessee shall have the right and option to renew this lease for two (2) additional months, following the term expiration on February 8, 2012; the rental rate during the extended term is \$550.00 per month.

Note: This property was a voluntary purchase with funding from FDOT Grant No. 427887-1-94-01.

- B. Consider approval of Lease No. 2011-41 with CHARLES and TONYA ROBINSON for the property located at 2772 Beardall Avenue (Residential – Land Acquisition Program Leaseback).

Staff recommends approval of Lease No. 2011-41 with CHARLES and TONYA ROBINSON for the property located at 2772 Beardall Avenue (Residential – Land Acquisition Program Leaseback). The lease term is for one (100) days, commencing on October 31, 2011, and ending on February 8, 2012. The rental rate during the said term is \$0.00. The lessee shall have the right and option to renew this lease for two (2) additional months, following the term expiration on February 8, 2012; the rental rate during the extended term is \$875.00 per month.

Note: This property was a voluntary purchase with funding from FDOT Grant No. 427887-1-94-01.

- C. Consider approval of Lease No. 2011-37 with ST. JAMES HOUSE OF PRAYER OF THE APOSTOLIC FAITH, INC. for the property located at 2621 Cameron Avenue (Church – Land Acquisition Program Leaseback).

Staff recommends approval of Lease No. 2011-37 with ST. JAMES HOUSE OF PRAYER OF THE APOSTOLIC FAITH, INC. for the property located at 2621 Cameron Avenue (Church – Land Acquisition Program Leaseback). The lease term commenced on October 28, 2011, and ends on June 1, 2012. The rental rate during the said term is \$1.00.

Note: This property was purchased with funding from FAA Grant No. 3-12-0069-065-2010, for acquisition of land needed for the extension of Runway 9L-27R.



- D. Consider approval of Lease No. 2011-40 with JAMES P. SCHAFER, JR. for the property located at 2768 Beardall Avenue (Residential – Land Acquisition Program Leaseback).

Staff recommends approval of Lease No. 2011-40 with JAMES P. SCHAFER, JR. for the property located at 2768 Beardall Avenue (Residential – Land Acquisition Program Leaseback). The lease term is for one (100) days, commencing on October 31, 2011, and ending on February 8, 2012. The rental rate during the said term is \$0.00. The lessee shall have the right and option to renew this lease for two (2) additional months, following the term expiration on February 8, 2012; the rental rate during the extended term is \$400.00 per month.

Note: This property was a voluntary purchase with funding from FDOT Grant No. 427887-1-94-01.

- E. Consider approval of the Request for Proposal for Taxicab Concession Services.

In 2005, it was determined to be in the best interest of the Sanford Airport Authority to issue a Request for Proposal for Taxicab Concession Services (RFP). This was decided in response to numerous complaints and problems we were experiencing with Ground Transportation at that time. As a result of the RFP, the Sanford Airport Authority awarded a contract for Taxicab Concession Services to Yellow Cab Company of Orlando, Inc., d/b/a Mears Transportation Group, in April of 2006. The contract was awarded for an initial three year period with three one-year extensions, with each extension to be awarded at the discretion of the Authority. Each of the three one-year extensions has been awarded and on April 20, 2012, the contract with Mears Transportation Group will come to an end.

Airport staff, in conjunction with our attorneys, has prepared a new RFP for your approval. This RFP is similar to the previous one, except that any addendums issued in response to the 2005 RFP have been incorporated. On page RFP-35, you will find a proposed schedule for this new process. This schedule will ensure that we have a new concession agreement in place prior to the expiration of the current agreement.

Staff recommends approval of the Request for Proposal for Taxicab Concession Services.

- F. Consider approval of Addendum C to Lease No. 2008-39 with STEPHEN and MARY SMITH for Building No. 300-S, located at 3106 Rudder Circle (Residential).

Staff recommends approval of Addendum C to Lease No. 2008-39 with STEPHEN and MARY SMITH for Building No. 300-S, located at 3106 Rudder Circle (Residential). Addendum C extends the lease term for one (1) additional year, effective January 1, 2012. The annual rental rate is \$9,900.00, an increase of \$300.00; the monthly payment is \$825.00.



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

10. DISCUSSION AGENDA

- A. Consider selection of ATKINS NORTH AMERICA, INC and AVCON, INC. for Professional Airport Engineering Services, and authorize contract negotiation and execution.

The Authority recently advertised the 2012 Request for Qualifications (RFQ) for Professional Airport Engineering Services. A review of the four submissions was conducted by the RFQ Review Committee on Tuesday, November 29, 2011, and two (2) engineering consultant firms were selected as the top two ranked responders to be recommended for selection by the SAA Board. The RFQ Selection Committee has recommended that the SAA Board select ATKINS North America and AVCON to provide comprehensive professional airport engineering, planning and consulting services required in connection with the development and improvement of the Orlando Sanford International Airport. NOTE: Both ATKINS (formerly PBS&J) and AVCON are currently under contract with the SAA for these services and have served the Airport very well in this capacity.

Staff recommends: 1) selection of ATKINS North America, Inc. and AVCON, Inc. for Professional Airport Engineering Services; and 2) authorization of contract negotiation and execution.

Motion by Board Member Eckstein, seconded by Board Member Ball, to approve Discussion Agenda Item A. Vote taken, none opposed. Motion passed.

11. COMMENTS FROM THE PUBLIC

Krysty Carr distributed gift bags for the Board on the behalf of the S.E. Ramp Hangar Development.

12. OTHER BUSINESS

Board Member Simmons stated he became familiar and aware of an outfit called the National Association of Corporate Directors. The Association provides training and materials for board members. He noted the members were selected and appointed to this Board because of work experience and/or backgrounds; however, he cautioned that it does not necessarily mean the members are attuned to all the nuances that he/she should be aware of (as part of the Board). He asked if Ms. Crews would look into this. Chairman Donihi recommended staff look into it and come back to the Board with recommendations.



13. REMINDER OF NEXT BOARD MEETING (JANUARY 10, 2012)
14. EXPLOSIVES DETECTION CANINE TEAM DEMONSTRATION (After adjournment)
15. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:15 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Larry A. Dale', is written over the text '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](http://www.orlandosanfordairport.com)

November 22, 2011

Via email: [legals@mysanfordherald.com](mailto: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 (November 27, 2011) of the Sanford Herald Classifieds.** Please confirm receipt of this advertisement by email to [dmuniz@osaa.net](mailto:dmuniz@osaa.net).

**PUBLIC NOTICE**

**SANFORD AIRPORT AUTHORITY**

Notice is hereby given that the Sanford Airport Authority will conduct its December meeting on Tuesday, December 13, 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 will be held on Tuesday, December 13, 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.

## **SANAC**

The Sanford Airport Noise Abatement Committee (SANAC) meeting scheduled for Tuesday, December 13, 2011, has been cancelled. Information may be obtained by calling (407) 585-4006.

## **USER GROUP**

The Airport User Group meeting scheduled for Tuesday, December 13, 2011, has been cancelled. Information may be obtained by calling (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, December 7, 2011 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 calling (407) 585-4002.

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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