

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, DECEMBER 17, 2013**

PRESENT: Tom Ball, Chairman
Frank S. Ioppolo, Jr., Vice-Chairman
Tim M. Slattery, Secretary/Treasurer
U. Henry Bowlin
Jennifer T. Dane
Whitey Eckstein
William R. Miller
Clayton D. Simmons
Stephen P. Smith
Commissioner Lee Constantine
Brett Renton, Airport Counsel

ABSENT: Mayor Jeffrey C. Triplett, City 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
Administration Department Staff
ARFF Department Staff
Finance Department Staff
IT Department Staff
Maintenance Department Staff
Operations Department Staff
Police Department Staff

OTHERS PRESENT: Greg Dull, TBI
Tracy Forrest, Winter Park Construction
Larry Gouldthorpe, TBI
Dick & Sheryl Harkey
Geoff Lane, Starport
Brent Lenzen, Kimley-Horn & Associates, Inc.
Jack Reynolds, JRA, Inc.
Sandeep Singh, AVCON
Kevin J. Spolski, Spolski Construction
Craig Sucich, ATKINS
Bob Turk, Economic Development Director – City of Sanford

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

The meeting was called to order at 8:30 a.m., followed by the Pledge of Allegiance.

Chairman Ball welcomed everyone present, and asked if there were any comments from the public; there were none.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON NOVEMBER 5, 2013.

Motion by Board Member Ioppolo, seconded by Board Member Smith, to approve the minutes of the regular November meeting held on Tuesday, November 5, 2013. Vote taken, none opposed. Motion passed.

4. COMMENTS FROM THE PUBLIC

Discussed during Call to Order.

5. LIAISON REPORTS

Seminole County

Chairman Ball stated Commissioner Constantine has a previous engagement and has to leave early. Commissioner Constantine thanked the Board for their assistance/teaching during his term as Liaison. He noted that in December Commissioner Carey was appointed as Liaison to the Board, since the Airport is in her district.

6. RECOGNITION - Dick Harkey

Presentation of engraved wooden propeller to Dick Harkey in recognition for his years of service. Mr. Harkey thanked the Board for all their support and recognition.

After the recognition, the Sanford Airport Authority employees were introduced to the Board by their respective supervisors. On behalf of the staff, President Dale wished the Board a Merry Christmas and a Prosperous New Year. On behalf of the Board, Chairman Ball thanked the staff for their work and wished them a Merry Christmas as well.

7. PRESIDENT'S REPORT

President Dale reported on the following:

A. Construction Update

- i. Extension of Runway 9L-27R
 - a. Land Acquisition - Driscoll and Fertakis Litigations
- ii. Extension of Runway 18/36 – BCA status
- iii. Southwest Apron Rehabilitation – Bid Package 1
- iv. Passenger Boarding Bridges
- v. Runway 18 Approach Artificial Turf Installation

B. Monthly Traffic Count for October & November 2013

C. 1st Monthly Period of Fiscal Year 2013-2014 Interim Financial Results, for the month ended October 31, 2013

D. Screening Partnership Program (SPP) Update

E. Status of Four Laning of SR 46

F. Employees Christmas Bonuses

Motion by Board Member Smith, seconded by Board Member Dane, to add approximately \$22,000.00 to the balance remaining from the funds previously allocated for bonuses, and give a \$500.00 bonus to all full-time employees, and a \$250.00 bonus to all part-time employees. Vote taken, none opposed. Motion passed.

G. Seminole County Centennial Book Sales

H. Distribution of Aerial Photos

I. Honor Flight Memorial Picture Presented to the Authority in Appreciation for their Assistance

J. Audit

An Audit Committee was formed; Board Members Bowlin, Miller, and Slattery were appointed to the Committee. Chairman Ball appointed Board Member Slattery as Chairman of the Audit Committee.

8. COUNSEL'S REPORT

Counsel wished everybody a Merry Christmas and briefed the Board on the following:

- A. Grzeskowiak Mortgage Issue
- B. Tenant Eviction
- C. McDonnell Litigation
- D. Skyblue Update
- E. Agenda Item B - Consider approval of Consent to Assignment of Lease No. 2003-12 from SUPERCHIPS, INC. (Assignor) to POWERTEQ, LLC (Assignee). Counsel clarified the Board does not have the authority to consent to the assignment of the lease. Motion by Board Member Simmons, seconded by Board Member Dane, to acknowledge the transfer and/or authorize Chairman Ball to execute it on behalf of the Board, once approved by Counsel and President Dale. Vote taken, none opposed. Motion passed.

9. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

- A. Monthly Statistics for November 2013
 - i. UK traffic total
November 2013 – **7,352** passengers
Year-to-date – **323,232** passengers
 - ii. International traffic total
November 2013 – **15,882** passengers
Year-to-date – **410,436** passengers
 - iii. Domestic traffic total
November 2013 – **128,099** passengers
Year-to-date – **1.452 million** passengers
 - iv. Total traffic
November 2013 – **143,981** passengers
 - v. Year-to-date traffic
2013 – **1,864,344** passengers

vi. Percentage

UK traffic is down 28% compared to November 2012. International traffic is down 14% compared to November 2012. Domestic traffic is up 7% compared to November 2012. Total traffic is up 4% compared to November 2012. UK year-to-date traffic is down 10% compared to 2012. International year-to-date traffic is down 7% compared to 2012. Domestic year-to-date traffic is up 18% compared to 2012. Year-to-date traffic is up 11% compared to 2012.

C. Way-finding Signage

D. Holiday Parking

E. Arrival of A320s Aircraft

F. Presentation/Review of 2013 Highlights

10. LIAISON REPORTS

City of Sanford

Chairman Ball stated Mayor Triplett sent a message wishing the Board a Merry Christmas. President Dale noted Commissioner Carey called before the meeting to wish the Board a Merry Christmas and a Happy and Prosperous New Year.

Seminole County

Discussed out of order at the beginning of the meeting.

11. CHAIRMAN'S REPORT

None

12. CONSENT AGENDA

- A. Consider approval of Addendum E to Lease No. 2008-40 with FIXIT, LLC for Building No. 318, located at 1650 Hangar Road (Warehouse/Office).
- B. Consider approval of Consent to Assignment of Lease No. 2003-12 from SUPERCHIPS, INC. (Assignor) to POWERTEQ, LLC (Assignee). (Discussed during Counsel's Report)

- C. Consider approval of Addendum E to Lease No. 2006-33 with VERTICAL AVIATION TECHNOLOGIES, INC. for Building 149, located at 1673 Hangar Road (Warehouse/Office).
- D. Consider approval of Addendum J to Lease No. 2001-44 with VERTICAL AVIATION TECHNOLOGIES, INC. for Building 333, located at 1609 Hangar Road (Warehouse/Office).
- E. Consider approval of Memorandum of Communications Site Lease Agreement between Verizon Wireless Personal Communications LP d/b/a Verizon Wireless and the Sanford Airport Authority regarding the remaining space at the beacon tower, located at 1206 E. 29th Street.
- F. Consider approval of the Ground Transportation Pre-Arranged Permit for January 1, 2014 – December 31, 2014.

Motion by Board Member Bowlin, seconded by Board Member Smith, to approve Consent Agenda Items A through F, excluding B. Vote taken, none opposed. Motion passed.

13. DISCUSSION AGENDA

- A. Consider approval of an increase in the Public Safety Fee to cover costs associated with manning the Terminal B Exit Lane if mandated by the Transportation Security Administration.

Motion by Board Member Smith, seconded by Board Member Ioppolo, to allow President Dale to have the discretion to implement the increase as necessary (if needed), not to exceed one dollar (\$1) for Non-Participating Airlines, and fifty cents (\$0.50) for Participating Airlines. Vote taken, none opposed. Motion passed.

14. COMMENTS FROM THE PUBLIC

None

15. OTHER BUSINESS

None

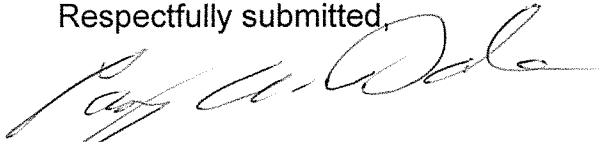
16. REMINDER OF SAA ECONOMIC DEVELOPMENT COMMITTEE MEETING (IMMEDIATELY FOLLOWING BOARD MEETING)

17. REMINDER OF NEXT BOARD MEETING (JANUARY 7, 2014)

18. ADJOURNMENT

There being no further business, the meeting adjourned at 10:13 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Larry A. Dale". The signature is written in a cursive, flowing style.

Larry A. Dale, President & CEO
/dmo



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

November 22, 2013

Via email: legals@mysanfordherald.com

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

Attn: Scott, Legal Classified

Please publish the following Public Notice one (1) time in the **Wednesday edition (November 27, 2013) 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 December meeting on Tuesday, December 17, 2013, at 8:30 a.m., at the Sanford Airport Authority Executive Offices Board Room, A.K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Information may be obtained by contacting the executive offices during regular business hours at (407) 585-4002.

Immediately following the regular Sanford Airport Authority December meeting, the SAA Economic Development Advisory Committee will meet at the Sanford Airport Authority Executive Offices Board Room, A.K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Information may be obtained by contacting the executive offices during regular business hours at (407) 585-4002.

Please take notice that if any person decides to appeal any decision made by the Sanford Airport Authority with respect to any matter considered at the meeting or hearing scheduled herein, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based, per Section 286.0105, Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the executive offices 48 hours in advance of the meeting at (407) 585-4002.

**Larry A. Dale
President & CEO**

Certified proof of publication and invoice should be sent to:

Attn: Diana M. 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

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SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting scheduled to be held on Tuesday, December 10, 2013, at 9:00 a.m., has been cancelled. Information may be obtained by contacting the Vice President of Operations during regular business hours at (407) 585-4006.

USER GROUP

The Airport User Group meeting is held quarterly. The next scheduled meeting will be held on Tuesday, January 14, 2014. Information may be obtained by contacting the Vice President of Operations during regular business hours at (407) 585-4006.

DESIGN REVIEW COMMITTEE (DRC)

The Sanford Airport Design Review Committee (DRC) meeting scheduled to be held on Wednesday, December 4, 2013, at 10:00 a.m., has been cancelled. Information may be obtained by contacting the executive offices during regular business hours at (407) 585-4002.

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Larry A. Dale
President & CEO