

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, DECEMBER 2, 2008**

- PRESENT:** **G. Geoffrey Longstaff, Chairman**
Clyde H. Robertson, Jr., Vice Chairman
Tim Donihi, Secretary/Treasurer
David L. Cattell
Whitey Eckstein
Colonel Charles H. Gibson
William R. Miller
Brindley B. Pieters
John A. Williams
Brett Renton, Airport Counsel
- ABSENT:** **Comm. Jack T. Bridges, 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
- OTHERS PRESENT:** **Krysty Carr, S.E. Ramp Development**
Peter Desormeaux, CGI
David Doudney
Tracy Forrest, S.E. Ramp Development
Geoff Lane, Starport
Al Nygren, O.R. Colan Associates
Stan Poloski
Jack Reynolds, JRA, Inc.
Sandeep Singh, AVCON
Kevin Spolski, Spolski Construction
Bob Tunis, City of Sanford Economic Dev. Director

1. INTRODUCTION OF GUESTS AND CALL TO ORDER

The meeting was called to order at 8:33 a.m.

Introduction of Sanford Airport Authority employees to the Board by their respective supervisors. On behalf of the Board, Chairman Longstaff wished the employees a Merry Christmas and thanked them for their work throughout the year. The Sanford Airport Authority employees wished the Board a Merry Christmas.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON NOVEMBER 4, 2008

Board Member Williams had the following correction:

Page 2, 5. Election of Officers, last line: "Board Member Donihi was re-elected Secretary/Treasurer by acclamation, for fiscal year 2008-2009."

Motion by Board Member Robertson, seconded by Board Member Cattell, to approve the minutes from the regular meeting held on Tuesday, November 4, 2008, as amended. Motion passed.

4. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Extension of Runway 9R-27L – Flight check done and approved for ILS and GPS approach on Runway 9R. Expected to be published on January 15, 2009.
- B. Overlay of Runway 9L-27R – Progressing well. Work was cancelled the previous night due to rain. Due to the cold weather, work on the night of the meeting was tentatively scheduled. In order to pave, the weather needs to be 45° or higher.
- C. Extension of Runway 9L-27R – The Benefit Cost Analysis (BCA) has been approved. The draft Environmental Assessment has been submitted, but approval is not expected until the first quarter of the year. The Airport has \$8 million in entitlement funds, to be matched by FDOT with discretionary funds. In addition, the ADO has set aside \$5 million for land acquisition for this project. SAA has contracted for the initial appraisal of the parcels to submit for the grant.
- D. Parking Lot C – Pre-bid conference to take place on December 10, 2008 at 2:00 p.m. Bid opening will take place on January 7, 2009 at 2:00 p.m.

President Dale commented all parking spaces were filled during the Thanksgiving holiday, and 400 cars had to be parked on the grass area.

- E. Hudson Group – Project is coming forward for permitting and DRC. On Saturday, November 22, 2008 there was a fire on a temporary structure (neon

light). TSA employees Joseph Thompson, David Henderson, and Michael Cohen noticed the fire and extinguished it. The Fire Marshal inspected the area.

- F. TSA Pole Barn – Project has been completed. The L-3 X-ray machine has been installed, and the electrical is complete. President Dale discussed e-mail from TSA to George Speake and Jennifer Taylor, thanking them for their assistance during this project.
- G. Attorneys' Fees – Distribution and discussion of November's attorneys' fees.
- H. Tower – Daily operations are back up to 1,000. Embry Riddle will be conducting low approaches and touch & go.
- I. Airport Lease – A new lease has been prepared. It has one 50-year term, with four options of automatic renewal every 10 years.
- J. Property Status Report – Current economy is affecting the leases. Board Member Eckstein recommended the Airport pursue discussions with Azul Airline (from Brazil). It should also consider the Costa Rica and Aruba markets.

The Airport received the lump sum payment of \$10,000.00 to terminate FC Flight Services, LLC's land lease.

- K. Wildlife Management – President Dale discussed the article titled "*Multiple bird strike causes midair Ryanair terror.*" The wildlife assessment is expected to be completed this month; the report should be completed by middle of first quarter 2009.
- L. Properties - SAA has closed on the Youngblood property. In regards to the Zaccour property, closing is to be scheduled. Kondraki trial is scheduled for June 2009.
- M. Employee Handbook – Draft of the new Sanford Airport Authority Employee Handbook was distributed to the Board Members and will be discussed during January's Board meeting.
- N. Operations – There was a decline in General Aviation traffic thru October, and consequently fuel sales were off. If it holds true that operations are back to 1,000, as reported by the Tower, hopefully we will see a reverse in the situation.
- O. Employees Potluck Luncheon – President Dale invited the Board to the Employees Potluck Luncheon on Thursday, December 18, 2008, at Lake Golden Park.

5. COUNSEL'S REPORT

In regards to the Brown case, the appraisal report was received. It appraised the land at a value of \$487,500.00. The previous appraisal report done by Counsel on March 17, 2008 appraised the land at a value of \$182,000.00. Trial is set for February 2009.

In regards to the Kondraki case, the appraisal report done by Counsel on September 20, 2007 appraised the land at a value of \$268,000.00. An updated appraisal stated the land value is \$223,000.00, a difference of \$45,000.00. Kondraki's appraisal report stated the value of the land is \$426,700.00. Counsel stated it is their opinion that the numbers from the Kondraki appraisal are extremely inflated.

6. TBI REPORT

President Dale reported the following on behalf of TBI President Larry Gouldthorpe:

A. Monthly Statistics for November 2008

- i. Total traffic total
November 2008 – **95,298** passengers
- ii. Domestic traffic total
November 2008 – **79,611** passengers
- iii. International traffic total
November 2008 – **15,405** passengers
- iv. Percentage
Total traffic is up 3% compared to November 2007. Year-to-date traffic is up 3%. Domestic traffic is up 5% compared to November 2007. Year-to-date domestic traffic is up 28%. International traffic is down 51% compared to November 2007. Year-to-date international traffic is down 17%.

B. Airlines/Tour Operators Update

- i. Allegiant Air – In November, Allegiant Air inaugurated new services to Appleton, WI; Fargo, ND; Hagerstown, MD; Lexington, KY; Elmira, NY. The airline will resume flights to McAllen, TX, upgrading it from seasonal to year-round. In February 2009, Allegiant Air will begin flights to Owensboro, KY.
- ii. Direct Air – In November, Direct Air inaugurated new services to Kalamazoo, MI and Worcester, MA.

- iii. Icelandair – The airline will discontinue service to the Airport from May through September.

7. LIAISON REPORTS

City of Sanford

None.

Seminole County

None

8. CHAIRMAN'S REPORT

Chairman Longstaff discussed a letter from McDirmit Davis & Company, LLC in regards to new Statements on Auditing Standards.

9. CONSENT AGENDA

- A. Consider approval of Addendum B to Lease No. 2006-24 with JAMES LEFILS for 26.44 acres of land (Grazing land).

Staff recommends approval of Addendum B to Lease No. 2006-24 with JAMES LEFILS for 26.44 acres of land on the south side of Moores Station Road, east of Cameron Avenue and south of Richmond Avenue (Grazing land). Addendum B extends the lease term for one (1) additional year, effective December 1, 2008. The annual rental rate is \$800.00; the monthly payment is \$66.67, exclusive of taxes.

- B. Consider approval of Addendum G to Lease No. 01-44 with VERTICAL AVIATION TECHNOLOGIES, INC. for Building No. 332, located at 1609 Hangar Road (Warehouse/Office).

Staff recommends approval of Addendum G to Lease No. 01-44 with VERTICAL AVIATION TECHNOLOGIES, INC. for Building No. 332, located at 1609 Hangar Road (Warehouse/Office). Addendum G extends the lease term for two (2) additional years, effective December 1, 2008. The annual rental rate is \$31,363.50; the monthly payment is \$2,613.63, exclusive of taxes.

- C. Consider approval of Addendum B to Lease No. 2006-33 with VERTICAL AVIATION TECHNOLOGIES, INC. for Building No. 149, located at 1673 Hangar Road (Warehouse/Office).

Staff recommends approval of Addendum B to Lease No. 2006-33 with VERTICAL AVIATION TECHNOLOGIES, INC. for Building No. 149, located at 1673 Hangar Road (Warehouse/Office). Addendum B extends the lease term for two (2) additional years,

effective December 1, 2008. The annual rental rate is \$18,693.00; the monthly payment is \$1,557.75, exclusive of taxes.

- D. Consider approval of the Ground Transportation Pre-Arranged Permit for January 1, 2009 – December 31, 2009.

Moved to Discussion Agenda.

Motion by Board Member Eckstein, seconded by Board Member Robertson, to approve Consent Agenda Items A through C, excluding D. Motion passed.

10. DISCUSSION AGENDA

- A. Consider approval of the Ground Transportation Pre-Arranged Permit for January 1, 2009 – December 31, 2009.

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

This year's permit is little changed from last years, with the exception of three changes. The first is found on Page 4, where the first few words were changed from "For the right" to "For the privilege". The second is an update to Exhibit D, showing additional overflow parking. The third is a new Exhibit D-1, which provides the Overflow bus parking procedures, depicted in Exhibit D.

Staff recommends approval of the Ground Transportation Pre-Arranged Permit for January 1, 2009 - December 31, 2009 [Attached].

George Speake clarified the permit would be for outside drivers, not for Mears Transportation. Outside drivers have the option to get daily or annual permits. The document specifies the rules in detail and is based on the agreements used at other airports.

Motion by Board Member Robertson, seconded by Board Member Williams, to approve Ground Transportation Pre-Arranged Permit and Agreement. Motion passed.

11. COMMENTS FROM THE PUBLIC

None

12. OTHER BUSINESS

None

13. REMINDER OF NEXT BOARD MEETING (TUESDAY, JANUARY 6, 2009)

14. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Larry A. Dale, President & CEO
/dmm



SANFORD AIRPORT AUTHORITY
1200 Red Cleveland Boulevard
Sanford, Florida 32773
(407) 585-4000 • Fax (407) 585-4045
www.orlandosanfordairport.com

November 14, 2008

Via email: legals@mysanfordherald.com

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

Attn: Legal Classified

Please publish the following Public Notices one (1) time in the Sunday edition (November 23, 2008) of the Seminole 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 2, 2008, 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 will be held on Tuesday, December 2, 2008, 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 for the month of December was cancelled. 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, December 9, 2008, 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) meetings are conducted on the first Wednesday of each month unless otherwise posted. The next meeting will be held on Wednesday, December 3, 2008, 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.

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