

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, JANUARY 6, 2015**

- PRESENT:** Frank S. Ioppolo, Jr., Chairman – *arrived at 8:40 a.m.*
Tim M. Slattery, Vice Chairman
Jennifer T. Dane, Secretary/Treasurer
U. Henry Bowlin
Whitey Eckstein
William R. Miller
Clayton D. Simmons
Stephen P. Smith
Mayor Jeffrey C. Triplett, City Liaison
Brett Renton, Airport Counsel
- ABSENT:** Clyde H. Robertson, Jr.
Larry A. Dale, President/CEO
Commissioner Brenda Carey
- STAFF PRESENT:** Diane Crews, Vice President of Finance & Administration
George Speake, Vice President of Operations & Maintenance
Don Poore, Chief Financial Officer
Tommy L. Barnes, ARFF Chief
Jerry Crocker, IT Manager
Thomas R. Fuehrer, SAA Police Chief
Diana M. Muñiz-Olson, Executive Secretary
- OTHERS PRESENT:** Margaret Cummins, AHSCG
Larry D. Gouldthorpe, TBI
Jim Huckeba, Renaissance Strategy Group
Geoff Lane, Starport
Sandeep Singh, AVCON
Kevin J. Spolski, Spolski Construction
Craig Sucich, Atkins
Abby Wilson, Conestoga-Rovers & Associates

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

Due to unforeseen circumstances, Chairman Ioppolo was delayed. As Vice Chairman, Board Member Slattery called the meeting to order at 8:37 a.m., followed by the Pledge of Allegiance.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON DECEMBER 16, 2014

Motion by Board Member Dane, seconded by Board Member Smith, to approve the minutes of the regular meeting held on Tuesday, December 16, 2014. Vote taken, none opposed. Motion passed.

4. COMMENTS FROM THE PUBLIC

None

5. LIAISON REPORTS

Seminole County

None

City of Sanford

Mayor Triplett wished the Board a happy New Year. He is looking forward to new things occurring at the City, and noted he will try to attend the Board meetings more often.

Vice Chairman Slattery questioned the status of the joint meeting (between SAA and the City regarding the discussion of the Master Plan). Mayor Triplett stated it has not been scheduled yet. Diane Crews noted President Dale was waiting to contact Mayor Triplett after the holidays to schedule. Considering there is a new City Commissioner (Art Woodruff), Mayor Triplett believes it would be best to schedule the meeting in February or March.

6. COMMITTEE REPORTS

No report from Board Member Simmons, Chairman of the Compensation Committee.

No report from Board Member Miller, Chairman of the Economic Development Advisory Committee.

Vice Chairman Slattery, Chairman of the Audit Committee, stated the Audit Committee will meet next month with the Auditors, prior to presentation of the Audit to the Board.

7. PRESIDENT'S REPORT

On behalf of President Dale, Diane Crews and George Speake reported on the following:

A. Board Birthdays

Vice Chairman Slattery turned over the floor to Chairman Ioppolo upon his arrival.

B. PowerPoint – Flight to the North Pole Event

C. Construction Update

- i. Extension of Runway 18/36 – BCA Status
- ii. Southwest Apron Rehabilitation – Bid Package 1 and 2
- iii. Passenger Boarding Bridges – Bid Package 1 and 2

D. Screening Partnership Program (SPP) Update

E. Monthly Interim Financial Results of Fiscal Year 2014-2015, for Period Ending November 30, 2014

F. 2014 Traffic Count (Operations)

G. Aerials - Distributed during Construction Update

Board Member Dane questioned the status of the artificial turf installation. Mr. Speake stated that the one-year monitoring will be completed the following month, and briefed the Board on the possible outcomes and funding possibilities if the FAA deems it useful.

Regarding the decrease in operations, Board Member Slattery questioned if the Authority has a full/part time position on staff responsible for marketing the Airport. Ms. Crews noted the Authority did not; however, TBI does and staff works with them on different possibilities. Chairman Ioppolo noted TBI will present its marketing plan to the Board and clarified marketing addresses various factors (i.e. Commercial Aviation, General Aviation, Cargo, etc.). Ms. Crews clarified commercial traffic is up, and the operations traffic count is based on movements (take-offs and landings - primarily due to General Aviation activity). Discussion ensued regarding the General Aviation's influence on the operations traffic count and the Airport. Larry Gouldthorpe briefed the Board on TBI's responsibilities and marketing plan, and noted TBI will present its three-year marketing plan to the Board at the next meeting. Board Member Simmons noted that Commercial Aviation and General Aviation (GA) do not overlap at all, and stated he

is not aware of any way to increase General Aviation or to market it, considering so many things affect it. He further noted the Authority is very fortunate that there is GA training at the Airport. Discussion ensued regarding updating the website, GA, and amenities such as fly-in restaurants. Board Member Slattery requested a line item expense for marketing (either a new staff member or to expand on marketing), and stated he would like to put more resources towards marketing, to help solicit what TBI is not.

8. COUNSEL'S REPORT

Counsel wished everyone a happy New Year and noted he did not have a report this month.

9. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

A. Monthly Statistics for December 2014

- i. UK traffic total
December 2014 – **84** passengers
Year-to-date – **208,143** passengers
- ii. International traffic total
December 2014 – **8,660** passengers
Year-to-date – **297,428** passengers
- iii. Domestic traffic total
December 2014 – **181,653** passengers
Year-to-date – **1,885,193** passengers
- iv. Total traffic
December 2014 – **190,313** passengers
- v. Year-to-date traffic
2014 – **2,186,741** passengers
- vi. Percentage
UK Year-to-date traffic is down 36% compared to 2013. International traffic is up 10% compared to December 2013. International Year-to-date traffic is down 29% compared to 2013. Domestic traffic is up 13% compared to December 2013. Domestic Year-to-date traffic is up 17% compared to 2013.

Total traffic is up 12% compared to December 2013. Total Year-to-date traffic is up 8% compared to 2013.

B. Holiday Parking & Aerials

C. Parking Rates Increase Update

D. Security Screening Checkpoints Staffing Issue

E. Intravista State of the Industry Presentation and TBI Marketing Plan Presentation

Board Member Eckstein questioned if international traffic is being affected by the decreased value of the Euro. Mr. Gouldthorpe stated the weakening of the Euro could have a downward effect on U.S tourism (in general) from Europe.

Mr. Speake distributed the 2014 Year-end Activity Report, and noted that the year-to-date total passenger numbers are slightly lower than reported by Mr. Gouldthorpe because of how transit traffic is tallied by the FAA.

10. CHAIRMAN'S REPORT

Chairman Ioppolo reported on the following:

A. TBI Marketing Presentations to the Board (February 2015)

B. Coordination of Joint meeting with the City of Sanford to review Master Plan (March 2015)

C. Update to City Commission on Status of Airport, to be presented by Chairman and President/CEO (1st City work-session in February 2015)

Upon the Chairman's request, Ms. Crews briefed the Board on an incident where a gun was found in a passenger's carry-on luggage on December 24, 2014; following a routine investigation, Airport Police determined the passenger had forgotten that the gun was in his luggage, and he was allowed by TSA to board the flight.

11. CONSENT AGENDA

None

12. DISCUSSION AGENDA

None

13. COMMENTS FROM THE PUBLIC

None

14. OTHER BUSINESS

A. Prospective tenant

Ms. Crews briefed the Board on a prospective tenant looking to lease a couple of existing hangars. One of the hangars is currently being leased by another tenant, who no longer has a need for the building. The existing tenant is current and continues to pay per the lease obligations; however, the existing tenant would prefer to be released from the lease if possible. She noted that staff cannot terminate a lease without authorization from the Board. Discussion ensued regarding the prospective tenant and the terms of the lease.

Motion by Board Member Smith, seconded by Board Member Miller, to terminate the existing lease, pending the execution of a lease with the prospective tenant, for at least the same rate and duration, upon confirmation of acceptable financials from the new tenant. Being there were no comments from the public, and following discussion, vote was taken as follows:

Board Member Bowlin – Yea
Board Member Dane – Nay
Board Member Eckstein – Yea
Board Member Ioppolo – Nay
Board Member Miller – Nay
Board Member Simmons – Yea
Board Member Slattery – Nay
Board Member Smith – Yea

Motion did not pass due to lack of majority vote.

Following discussion regarding the lease terms, possible termination of the existing lease, and termination procedures, it was the consensus of the Board for staff to complete their due diligence for later recommendation to the Board; and if necessary, have a special meeting to execute the new lease and terminate the existing one (based on the recommendations).

B. Committees

Regarding the Economic Development Advisory Committee, Board Member Miller questioned if they would meet the following month. Board Member Slattery questioned when the Compensation Committee will meet again. Chairman Ioppolo noted that the focus of the Committees will be addressed at the February meeting. Regarding the Compensation Committee, he noted the Committee needs to focus on the Master Plan in order to determine the compensation matrix; however, due to the busy agenda, the Committees will not meet immediately after the February regular meeting.

15. REMINDER OF NEXT BOARD MEETING (FEBRUARY 3, 2015)

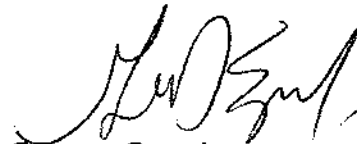
16. ADJOURNMENT

There being no further business, the meeting adjourned at 10:16 a.m.

Respectfully submitted,



Diane Crews, AAE
Vice President of Finance/Administration



George Speake
Vice President of Operations/Maintenance

/dmo



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

December 22, 2014

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 (December 31, 2014) of the Sanford Herald Classifieds.** Please confirm receipt of this advertisement by email to dmuniz@osaa.net.

PUBLIC NOTICE
SANFORD AIRPORT AUTHORITY

Notice is hereby given that the Sanford Airport Authority will conduct its January meeting on Tuesday, January 6, 2015, 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.

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

Larry A. Dale
President & CEO

Certified proof of publication and invoice should be sent to:

Attn: Diana M. Muñiz-Olson
Sanford Airport Authority
1200 Red Cleveland Boulevard
Sanford, FL 32773

Please do not hesitate to call me at (407) 585-4002 if you have any questions.

Sincerely,

Diana M. Muñiz-Olson
Executive Assistant

PUBLIC NOTICE

BOARD MEETING

The regular meeting of the Sanford Airport Authority will be held on Tuesday, January 6, 2015, 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.

SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting will be held on Tuesday, January 13, 2015, at 9:00 a.m., in the Sanford Airport Authority Executive Offices Board Room, A. K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. 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 will be held on Tuesday, January 13, 2015, 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. 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, January 7, 2015, 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.

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