

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, DECEMBER 1, 2015**

PRESENT: Frank S. Ioppolo, Jr., Chairman
Tim M. Slattery, Vice Chairman
Jennifer T. Dane, Secretary/Treasurer
U. Henry Bowlin
Tom Green
William R. Miller
Clyde H. Robertson, Jr.
Clayton D. Simmons
Stephen P. Smith
Steven Zucker, Airport Counsel

ABSENT: Commissioner Brenda Carey
Mayor Jeffrey C. Triplett, City Liaison

STAFF PRESENT: Diane H. Crews, President & CEO
George D. Speake, Executive Vice President & COO
Don Poore, Chief Financial Officer
Tommy Barnes, ARFF Chief
Jerry Crocker, Director of Information Technology
Thomas R. Fuehrer, SAPD Chief
Diana M. Muñiz-Olson, Office Administrator
Al Nygren, Property Manager
Richard Shea, Director of Operations
Bill Stack, IT Manager
Jennifer Taylor, Project Coordinator
Administration Department Staff
ARFF Department Staff
Finance Department Staff
IT Department Staff
Maintenance Department Staff
Operations Department Staff
Police Department Staff

OTHERS PRESENT: John Baer, CPH Engineers, Inc.
Andrew Bolin, Atkins
Sonya Brauer, South East Ramp
Derek DePietro, TSA SFB
Tracy Forrest, South East Ramp
Larry Gouldthorpe, Airports Worldwide
Geoff Lane, Starport
William McGrew, GAI Consultants
Jeremiah Owens, CPH Engineers, Inc.
Frederick Ryner, Customs & Border Protection

**Tim Shea, AVCON
Greg Smtih, Million Air**

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

The meeting was called to order at 8:34 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 NOVEMBER 3, 2015

Motion by Board Director Smith, seconded by Board Director Simmons, to approve the minutes of the regular meeting held on Tuesday, November 3, 2015. Vote taken, none opposed. Motion passed.

4. LIAISON REPORTS

A. City of Sanford

None

5. COMMENTS FROM THE PUBLIC

None

On behalf of the Board, Chairman Ioppolo thanked the entire staff for their work, noting it was a tremendous year for the Airport, and wished them a Merry Christmas. The Sanford Airport Authority employees were introduced to the Board by their respective supervisors.

6. COMMITTEE REPORTS

A. Economic Development Advisory Committee (EDAC)

Board Director Miller updated the Board on the previous meeting and recommended Board Director Green be appointed to EDAC as a voting member. Motion by Board Director Smith, seconded by Board Director

Robertson, to appoint Board Director Green to the Economic Development Advisory Committee. Vote was taken, none opposed. Motion passed.

7. PRESIDENT'S REPORT

President Crews reported on the following:

A. Construction Update

- i. Southwest Apron Rehabilitation – Bid Package 1, 2, and 3
- ii. Passenger Boarding Bridges – Bid Packages 1 and 2
- iii. Parking Lot "F"
- iv. Airfield Markings Upgrade
- v. Airline Training and Leasing (Global One)
- vi. Design of Terminal Expansion

B. Quarterly Interim Financial Results of Fiscal Year 2014-2015, for Period Ending October 31, 2015

C. Activities/Outreach

D. Event Reminders

E. Agenda Delivery during Holidays

F. Aerial Photos

8. COUNSEL'S REPORT

Counsel briefed the board on the Consent Agenda Item D, and noted it needs to be pulled out and included again in the January agenda for discussion.

9. AIRPORTS WORLDWIDE REPORT

Airports Worldwide President Larry Gouldthorpe reported on the following:

A. Monthly Statistics for November 2015

- i. UK traffic total
November 2015 – **3,873** passengers
Year-to-date – **166,763** passengers

- ii. International traffic total
November 2015 – 9,309 passengers
Year-to-date – 231,991 passengers
 - iii. Domestic traffic total
November 2015 – 182,533 passengers
Year-to-date – 2,024,895 passengers
 - iv. Total traffic
November 2015 – 191,842 passengers
 - v. Year-to-date traffic
2015 – 2,272,236 passengers
 - vi. Percentage
Total traffic is up 17% compared to November 2014. Year-to-date traffic is up 14% compared to 2014.
- B. Holiday Parking
 - C. Allegiant
 - i. New Allegiant Destinations
 - E. OSI/OSD Project Update
 - F. Terminal B Carpet Replacement
 - G. Tony Jannus Award presented to Allegiant Chairman/CEO Maury Gallagher
 - H. Update on Meeting between the SAA Board/Staff and the AWW Board

10. CHAIRMAN'S REPORT

Chairman Ioppolo briefed the Board on the Allegiant aircraft induction ceremony and on meeting Maury Gallagher and Thayne Klinger. He also commented on the meeting with the Airports Worldwide Board, and asked Board Director Slattery to work with staff on the strategic plan.

11. CONSENT AGENDA

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

- B. Consider approval of Addendum M to Lease No. 2003-01 with DONALD and LAURA NOLETTE for Building No. 299, located at 3114 Rudder Circle (Residential).
- C. Consider approval of Addendum G to Lease No. 2008-39 with STEPHEN AND MARY SMITH for Building No. 300-S, located at 3106 Rudder Circle (Residential).
- D. Consider approval and execution of Addendum to CNL Bank LOC Agreement Addendum Documents.

Motion by Board Director Robertson, seconded by Board Director Smith, to approve Consent Agenda Items A through C, Item D to be discussed at the January meeting. Vote taken, none opposed. Motion passed.

12. DISCUSSION AGENDA

- A. Consider approval of sponsorship for Seminole County Sports Complex Playground.

President Crews briefed the Board on the playground sponsorship opportunity

Motion by Board Director Dane, seconded by Board Director Smith, to approve the partnership, authorizing the Airport (Authority) to allocate the funds (\$20,000.00 a year - 5-year payment) and to execute the agreement; and for President Crews to work with other sponsors to defray the sponsorship, subject to approval by the Board of County Commissioners, under discussion. Following discussion, Board Director Dane withdrew her motion.

Motion by Board Director Slattery, seconded by Board Director Smith, to approve the \$20,000.00 per year or a little more than that, but no more than a five year payoff, with the Authority at least responsible for \$5,000.00; and for the Authority to participate (find sponsors) the rest. Following discussion, being there were no comments from the public, vote was taken, Board Director Robertson opposed. Motion passed with a majority vote.

13. COMMENTS FROM THE PUBLIC

None

14. OTHER BUSINESS

None

15. REMINDER OF NEXT BOARD MEETING (JANUARY 5, 2016)

16. ADJOURNMENT

There being no further business, the meeting adjourned at 10:06 a.m.

Respectfully Submitted,

Diane H. Crews

Diane H. Crews, A.A.E. President & CEO



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

November 18, 2015

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 **Sunday edition (November 22, 2015) 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 1, 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.

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.

Diane H. Crews, A.A.E.
President & CEO

Certified proof of publication and invoice should be sent to:

Attn: Chelsea Martin
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,

Chelsea Martin
Administrative Assistant

PUBLIC NOTICE

BOARD MEETING

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SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting will be held on Tuesday, December 8, 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 Executive Vice President & COO 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 12, 2016. Information may be obtained by contacting the Executive Vice President & COO 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 2, 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.

Diane H. Crews, A.A.E.
President & CEO