

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, JANUARY 5, 2016**

PRESENT: Frank S. Ioppolo, Jr., Chairman
Tim M. Slattery, Vice Chairman
Jennifer T. Dane, Secretary/Treasurer – *arrived at 8:40 a.m.*
U. Henry Bowlin
Tom Green
William R. Miller
Clayton D. Simmons
Stephen P. Smith
Commissioner Brenda Carey
Brett Renton, Airport Counsel

ABSENT: Clyde H. Robertson, Jr.
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, IT Manager
Dimitri Deglas, SAPD
Thomas R. Fuehrer, SAPD Chief
Lee Fuller, SAPD
Marc Gilotti, SAPD
Valerie Lindbom, Administrative Assistant
Jason Miller, SAPD
Diana M. Muñiz-Olson, Office Administrator
Bill Stack, IT Manager
Shawn Ziegler, SAPD

OTHERS PRESENT: John Baer, CPH Engineers, Inc.
Krysty Carr, AFA Flying Services
Michael Caires, Airports Worldwide
Larry A. Dale
Ed Davidson, National Airlines
David Gierach, CPH Engineers, Inc.
Larry Gouldthorpe, Airports Worldwide
Amy Holloway, Stuhl Engineering
Mary Hope, SCSO
Bill Johnson, SCSO
Ben Lalikos, Valley National Bank
Geoff Lane, Starport
Brady Lessard, CPH Engineers, Inc.

Bill McGrew, GAI Consultants
Tim Shea, AVCON
Greg Smith, Million Air
Kevin J. Spolski, Spolski Construction
Lisa Spriggs, SCSO
Joseph Stuhl
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.

Chairman Ioppolo introduced Edward Davidson, President of National Airlines. Davidson is pleased to be associated with this airport and applauds our foresight and vision in looking at this airport as an economic base for this community and an economic engine for growth of cities in this area. He anticipates growing their service both domestic and internationally in the next five years.

Chairman Ioppolo recognized Valerie Lindbom, new SAA Administrative Assistant; Larry Dale, former President and CEO; and Bill Johnson, Mary Hope and Lisa Spriggs from SCSO.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON DECEMBER 1, 2015

Motion by Board Director Smith, seconded by Board Director Simmons, to approve the minutes of the regular meeting held on Tuesday, December 1, 2015. Vote taken, none opposed. Motion passed.

4. OFFICER RECOGNITION BY SAA POLICE CHIEF THOMAS R. FUEHRER

In mid-August, a man who had previously made threats to airport officials was arrested after being chased by SAPD inside a restricted area. The board was briefed on the incident and officers Lee Fuller, Marc Gilotti, and Shawn Ziegler were presented with the Chief's Commendation Award.

5. LIAISON REPORTS

A. Seminole County

Commissioner Carey stated they are continuing to work with Diane Crews and Larry Gouldthorpe on projects that are ongoing and also with the Sheriff's office on projects at the airport. Carey mentioned she was happy to have been reappointed to the liaison position.

B. City of Sanford

None

6. COMMENTS FROM THE PUBLIC

None

7. COMMITTEE REPORTS

A. Economic Development Advisory Committee (EDAC)

Board Director Miller briefed the Board on the meeting held on 12/5/15.

Commissioner Carey mentioned they have closed on the parcel on Lake Mary Boulevard. Agreement is being worked on for the airport to do the exchange on the other parcel. We should hopefully see this in the first quarter of this year.

8. PRESIDENT'S REPORT

President Crews reported on the following:

A. Construction Update

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

John Baer presented the preliminary design. Crews said we plan to do a more detailed presentation at 60% completion. We are applying for new PFC. At least 60% of the expansion will be covered by PFCs, 20% by FDOT, and an \$8-10 million investment from Airports Worldwide. Don Poore ran projections on the funding to cover this project. We may need a \$15 million loan [to cover the anticipated delay in PFC collections] that

would be paid off in 6-7 years . Discussion ensued with regard to parking needs for the additional travelers. Improvements currently planned will buy us 2-3 years before we have to make more improvements. There is also a second phase to Parking Lot F. Board Director Miller asked for a written business plan that covers what is planned for the project. This is something the Board would like to see in advance of the next meeting so that it may be reviewed. Crews agreed to put together the business plan as requested and send out to the Board prior to the February meeting. Chairman Ioppolo asked that discussion of the Business Plan be added to the discussion agenda for the next meeting. Discussion ensued on the capacity that will be brought on by the expansion. Board Director Slattery suggested the possibility that the loan could be funded by Airports Worldwide. Larry Gouldthorpe said this is something he can bring to his board.

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

Board Director Bowlin said the financial report does not need to be printed to save paper. Crews said each Board Director will be contacted to check if they would prefer a printed version of the report or not.

C. Trademark Designation for OSIA

Crews is talking to counsel about finding out how much it will cost and how long it will take to get our logo and name trademarked.

D. Aerial Photos

Board Director Slattery questioned why the aerial photo has not been updated. Board Director Bowlin stated counties at one time were required to get aerials every five years. If they are still required to fly the counties we may be able to get our portion of the aerial from the county.

E. January 2017 Board Meeting date may be moved out depending on when holiday falls.

9. COUNSEL'S REPORT

Counsel updated the Board on the McDonnell case. In addition, Counsel briefed the Board on SAA tenant, Executive Jet Design, Inc., who was in default on their lease and evicted. Tenant has now vacated the premises, and Counsel will update the Board once damages have been discussed and settled. A new tenant, RP Sales and Leasing, Inc., has agreed to lease both of the vacated hangars; that lease is on the Consent Agenda for Board approval.

10. AIRPORTS WORLDWIDE REPORT

Airports Worldwide President Larry Gouldthorpe reported on the following:

A. Monthly Statistics For December 2015

- i. International Traffic Total
December 2015 – 7,191
- ii. Domestic Traffic Total
December 2015 – 207,590
- iii. Total Traffic
December 2015 – 214,781
- iv. Year-to-date Traffic
2015 – 2,487,190
- v. Percentage
Total traffic is up 13% compared to December 2015. Year-to-date traffic is up 14% compared to 2014.

B. Consumer Marketing Initiatives of 2015 presented by Michael Caires.

C. 5th Screening Lane Update:

TSA pre-check was implemented in December. Chairman Ioppolo inquired how the first year with Trinity went and President Gouldthorpe said the company has been easy to work with and they are very proactive.

D. Holiday Parking

11. CHAIRMAN'S REPORT

Chairman Ioppolo requested a discussion item on February's agenda on the strategic plan. He also thanked Diane Crews and staff for the shotgun shoot. This is something the Board would like to see happen again. Larry Gouldthorpe and Diane have discussed before having a similar event with his board. Chairman Ioppolo thought it would be a great idea.

12. CONSENT AGENDA

- A. Consider approval of Addendum A to Lease No. 2015-01 with JUSTIN BLINN for Building No. 529, located at 2990 Cameron Avenue (Residence).
- B. Consider ratification of Lease No. 2015-24 with THE BRANTLY CORPORATION for Building No. 132, located at 2805 Carrier Avenue (Warehouse/Office).
- C. Consider ratification of Addendum F to Lease No. 94-42 with ORLANDO SANFORD INTERNATIONAL, INC. for Parcels A, B, C, D, E, and F.
- D. Consider ratification of Addendum B to Lease No. 2005-28 with S.E. RAMP FUELING COOPERATIVE, INC., for 4,000 square feet of land.
- E. Consider ratification of Lease No. 2015-23 with WIN4AUSTISM, INC. for Building No. 139, located at 2786 Navigator Avenue (Warehouse/Office).
- F. Consider approval and execution of Addendum to CNL Bank LOC Agreement Addendum Documents.
- G. Consider approval of the second of two 1-year extensions of contracts with ATKINS NORTH AMERICA, INC. and AVCON, INC. for Professional Airport Engineering Services.
- H. Consider approval of the Ground Transportation Pre-Arranged Permit for January 1, 2016 – December 31, 2016.
- I. Consider approval of Lease No. 2016-01 with AMERICAN ENVIRONMENTAL AVIATION, INC. for Building No. 567, located at 3978 Aviation Loop (Warehouse/Office), and 10,000 square feet of adjacent land.
- J. Consider approval of Lease No. 2016-02 with RP SALES AND LEASING, INC. for Building No. 333-A, located at 1620 Hangar Road, and Building No. 333, located at 1604 Hangar Road (Hangars).
- K. Consider ratification of Addendum D to Lease No. 2002-13 with THE TORO COMPANY d/b/a TORO AG for Building No. 422, and Building No. 438, located at 3000 Mellonville Avenue (Warehouse/Office).
- L. Consider ratification of Addendum A to Lease No. 2013-03 with THE TORO COMPANY d/b/a TORO AG for Building No. 437, located at 1210 East 29th Street (Warehouse/Office).
- M. Consider acceptance and approval of Joint Participation Agreement and Resolution Number 2016-01, for 50% funding for the Reconstruction/Rehabilitation of T-Hangar/Bldg. 412.

- N. Consider approval of Seminole County and Sanford Airport Authority Mutual Economic Incentive Agreement for TUI Airlines.

Motion by Board Director Smith, seconded by Board Director Bowlin, to approve Consent Agenda Items A through N. Vote taken, none opposed. Motion passed.

13. DISCUSSION AGENDA

- A. Discussion regarding ongoing negotiations on potential Hotel lease.

The parcel of land for the proposed hotel is located by Lake Golden. The Economic Development Committee reviewed the lease prepared by Counsel and Diane Crews. EDC proposed a base rent that would be more beneficial to us rather than a ground rental rate by square foot. The proposal is now with the owner's attorney. Crews will be enlisting the expertise of another attorney who is specialized in the negotiation of hotel development. The initial reaction from the owner was positive and the owner's rep is still optimistic about moving forward. The owner plans to do presentation for board in February.

- B. Consider approval of request from Seminole County Sheriff's Office to construct a 20,000 square foot Training Center on SAA-owned property.

More discussion needs to be had with the Sheriff's Office. There could be a ground lease on the entire land with the Sheriff's Office constructing the building, or the SAA could build and lease the building to the Sheriff's Office. Board may decide to propose a special meeting to discuss further.

14. COMMENTS FROM THE PUBLIC

None

15. OTHER BUSINESS

None

16. REMINDER OF NEXT BOARD MEETING (FEBUARY 2, 2016)

17. ADJOURNMENT

There being no further business, the meeting adjourned at 10:34 a.m.

Respectfully submitted,

Diane H. Crews

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

/s/



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

December 16, 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 (December 20, 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 January meeting on Tuesday, January 5, 2016, 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.

Diane H. Crews, A.A.E.
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) 585-4024 if you have any questions.

Sincerely,

Diana M. Muñiz-Olson
Office Administrator

PUBLIC NOTICE

BOARD MEETING

The regular meeting of the Sanford Airport Authority will be held on Tuesday, January 5, 2016, 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 12, 2016, 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 will be held on Tuesday, January 12, 2016, 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 Executive Vice President & COO during regular business hours 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, January 6, 2016, 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 contacting the executive offices during regular business hours at (407) 585-4002.

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