

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
TUESDAY, JUNE 7, 2016**

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**PRESENT:** Frank S. Ioppolo, Jr., Chairman  
Tim M. Slattery, Vice Chairman  
Jennifer T. Dane, Secretary/Treasurer  
U. Henry Bowlin  
Tom Green  
William R. Miller  
Clayton D. Simmons  
Stephen P. Smith  
Clyde H. Robertson, Jr.  
Commissioner Brenda Carey  
Brett Renton, Airport Counsel  
Art Woodruff, City Liaison Representative

**ABSENT:** 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  
Jerry Crocker, Director of IT  
Thomas Fuehrer, SAPD  
Scott Cole, Director of Maintenance  
Lori Hunt, Administrative Assistant  
Al Nygren, Property Manager  
Bill Stack, IT Manager  
Jennifer Taylor, Project Coord/Land Acquisition Specialist

**OTHERS PRESENT:** Brady Lessard, CPH  
Krysty Carr, AFA Flying Services  
Frank DeToma, FJD Consultants  
Larry Gouldthorpe, Airports Worldwide  
Bill Kirchhoff  
Zach Nelson, McFarland Johnson  
Bill McGrew, GAI Consultants  
John Baer, CPH Engineers, Inc.  
Joel Knopp, Moore Stephens Lovelace  
Mike Kraus, KMI International  
Amy Stuhl Holloway, Stuhl Engineering  
Geoff Lane, Starport  
Genean McKinnon  
D'Anne Mica, Moxe  
Robert Miller, SOIA  
Jeremiah Owens, CPH Engineers, Inc.  
Greg Smith, Million Air

Craig Sucich, ATKINS  
Mary Soderstrum, AVCON  
Kevin J. Spolski, Spolski Construction

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

The meeting was called to order at 8:32 a.m., followed by the Pledge of Allegiance, and introduction of guests.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES

Motion by Board Director Smith, seconded by Board Director Dane, to accept the amended minutes of the regular meeting held on Tuesday, May 3, 2016. Vote taken, none opposed. Motion passed.

4. FY 2014-2015 AUDIT PRESENTATION

Joel Knopp, Moore Stephens Lovelace presented the final financial statements for 2015.

Motion by Board Director Smith, seconded by Board Director Green to accept the audit as presented. Vote taken, none opposed. Motion passed.

President Crews stated the Audit will now be presented to the City of Sanford.

5. TERMINAL EXPANSION OVERVIEW 60% PLANS

President Crews stated the Terminal Expansion is at 60% plan stage.

Jeremy Owens, CPH Engineers and John Baer, Architect with CPH Engineers presented a Power Point to the Board.

Mary Soderstrum, AVCON addressed questions from the Board regarding the screening process in the new terminal design.

President Crews briefed the Board on discussion that had ensued at the last Economic Development meeting where Board Director Miller brought up a request from Allegiant to incorporate dual boarding enplaning and deplaning on the new gates. It has been concluded between President Crews and Larry Gouldthorpe that this is not the best option for the passengers at the Airport.



Chairman Ioppolo reminded the Board, the Terminal Expansion meetings are held every Tuesday at 2 p.m.

6. LIAISON REPORTS

A. Seminole County

Commissioner Carey advised that the SR 46 project is about to start. Construction to four lanes on State Road 415 from Lake Mary Boulevard to Osteen, is nearing completion and will provide a new eastern entrance way to Seminole County. The Board was also updated on Rivers Bend, a proposed 280 acre development.

Commissioner Carey referenced the proposed land swap with the County and stated updated language has been sent to the Chairman regarding the wording "commercial development".

The Sports Complex has been a huge success. The estimated economic impact was 10 million dollars annually; however presently the economic impact is 53 million dollars over the next eight months, May through December. Commissioner Carey stressed the importance of hotel rooms within the vicinity of the complex.

Board Director Slattery requested the proposed land swap be discussed at the June Budget meeting. Commissioner Carey stated she would be out of town, and would make the County Manager aware that the item will be discussed.

B. City of Sanford

Commissioner Art Woodruff, stated that the City of Sanford has joined the cities of Altamonte Springs, Maitland, Winter Park and Longwood in the Pilot Uber initiative to subsidize Uber rides for a year within the city limits at 20% or if it starts or ends at the SunRail station, they will be subsidized 25%. Mr. Woodruff briefed the Board with regards to Torre Development that will have a public reveal of the new downtown development at the City of Sanford Commission meeting June 13, 2016.

C. MetroPlan Orlando

Board Director Smith referenced the SR 417 expansion and the proposed toll road within a toll has been placed on hold until the I-4 Ultimate Improvement Project has been completed. He commended President Crews for her presentation to Metroplan with regards to the Airport.

D. Orlando Economic Development Commission

Chairman Ioppolo updated the Board with regards to EDC, they are still without a current head. Within the next few months the EDC and chamber will evolve into a mechanism or methodology to better serve the community. He stated the EDC is very aware of the Airport and continued growth and they are willing to help communicate the message.

E. Tourism Development Council

Vice President & COO George Speake stated the Tourism Development Council received a Sunshine Law briefing and discussed the opening of the new Sports Complex. He informed the Board a selection process will begin to choose a new marketing firm. Currently [doorlandnorth.com](http://doorlandnorth.com) is the website and advertising link that highlights Seminole County.

7. COMMENTS FROM THE PUBLIC

Mr. Bill Kirchhoff, former Seminole County Commissioner, informed the Board of an upcoming opportunity for tremendous growth in the upcoming years. He stated he had met with President Crews to discuss the rail coming to the Airport. There is an opportunity to purchase at auction 11 rail diesel cars from the Dallas Ft. Worth Rail Authority. The bid closing date is June 15, 2016. Mr. Kirchhoff suggested the Board contact Congressman John Mica with their interest in proceeding with this opportunity.

Chairman Ioppolo requested due to the length of the agenda that this item be discussed under item 15 Comments From the Public.

Discussion ensued between the Board who agreed to the importance in bringing the rail to the Airport.

8. COMMITTEE REPORTS

A. Economic Development Advisory Committee (EDAC)

Board Director Miller referenced the President's report which updated the items discussed. President Crews addressed the Board regarding the property at the front entrance stating she has obtained a one month extension which expires June 14, 2016. In addition she discussed the fill option with the owner; and their reply was they have no dirt to contribute to this deal. The property owner is still interested in the swap, although they will provide no fill. The convenience store proposal will be revisited.

President Crews updated the Board on a prior request that she obtain an overlay that shows all constraints and restrictions on Airport property and Airports Worldwide property to determine height and anything impacted by the Part 77 surfaces. The cost estimate from AVCON Engineering is \$10,000-\$11,000.



Board Director Dane asked that staff use their tools and resources within the Master Plan to provide a broad scope that shows how the SAA's ability to develop its property north of the proposed Airports Worldwide driveway is impacted if Runway 9R is extended or widened.

President Crews stated this would be discussed at the next EDAC meeting, and she will provide more information based on the Board's comments.

9. PRESIDENT'S REPORT

President Crews stated that the Presidents Report had been submitted to the Board prior to the meeting. She asked for clarification from the Board as to their preference on reviewing this report now or highlighting new items that might have occurred. The Board concurred that any new updates were sufficient to be brought to their attention. The aerals were distributed. Highlights were stated as Budget preparation, June 14<sup>th</sup> was scheduled as the date for the Board to approve the Budget followed by it being presented to the City, the joint meeting with the City will be August 22<sup>nd</sup> at 4 p.m. The Budget preparation meeting was rescheduled for June 15, 2016 at Noon.

President Crews informed the Board that Time Magazine had contacted her and that she and Vice President Speake spoke to them briefly about a proposed article highlighting screening issues with TSA and the privatization of that system at the Airport. It is hopeful an article will be published in the July issue.

10. COUNSEL'S REPORT

Brett Renton, Counsel, clarified that in the future President Crews will be issuing a Presidents Memo prior to the Board meetings in the form of an attachment to the agenda.

Mr. Renton updated the Board on the McDonnell matter.

11. AIRPORTS WORLDWIDE REPORT

Airports Worldwide President Larry Gouldthorpe reported on the following:

A. Monthly Statistics for May 2016

i. UK Traffic Total  
May 2016 – **23,103**

ii. International Traffic Total  
May 2016 – **36,104**

iii. Domestic Traffic Total  
May 2016 – **197,143**

iv. Total Traffic  
May 2016 – **233,247**

v. Year-to-Date Traffic  
2016 - **1,110,547**

- B. Allegiant is going thru a fleet conversion process, one for one replacement of the MD80 for the Airbus. The entire 757 fleet will be phased out by 2017. MD80's set to be replaced gradually over the next two years. The incoming fleet will be 10-12 years old and more fuel efficient.
- C. Marketing team is active; they recently participated in a Latin American mission with Visit Florida Visit Orlando to look at market opportunities in Argentina Paraguay Chili and Ecuador. Mr. Goldthorpe introduced Paul Cooper, former overseas Contracting Director of Thompson Airways who retired last year and is now working on a contract basis with Airports World Wide to assist in Europe with airlines and tour operator contacts.
- D. Mr. Gouldthorpe stated now is tropical storm and hurricane season and noted that advanced preparation for Tropical Storm Colin were made by purchasing additional fuel oil.
- E. The family restroom is complete.
- F. Save the Date reminders: 1) July 17-20 FAC Conference in Bonita Springs. Mr. Gouldthorpe asked the Board to save Sunday 6-9:30 for a dinner co-hosted by Airports World Wide, SAA and AVCON; and Allegiant has confirmed June 22<sup>nd</sup> at 10 a.m. for the ground breaking ceremony for the East Coast Training Facility.

Chairman Ioppolo requested that Mr. Gouldthorpe provide a monthly summary from OSI to be distributed to the Board with the Agenda.

## 12. CHAIRMAN'S REPORT

Chairman Ioppolo commented this is the second year in a row the Airport has been awarded fastest growing airport in the country with 2-5 million passengers, and most new destinations. He expressed the importance of communicating these successes not only via local media but in general and encouraged staff and Mr. Gouldthorpe to work together in this area.

## 13. CONSENT AGENDA



- A. Consider ratification of Lease No. 2016-16 with Airline Training and Leasing USA Corp. for the Southwest 1/2 of Building No. 333 (Paint Bay), located at 1604 Hangar Road, Sanford (Commercial).
- B. Consider ratification of Ground Lease No. 2016-11 with WHARTON SMITH INC., for Property 2005-002 located at or near 2501 Frog Alley, Sanford (Commercial).
- C. Sanford Aviation Noise Abatement Committee (SANAC) Appointment Confirmation.
- D. Consider approval of Supplemental Joint Participation Agreement No. 3 and Resolution Number 2016-06 for a portion of construction cost for Terminal Expansion.
- E. Consider approval of Joint Participation Agreement and Resolution Number 2016-07 for Design of Runway Incursion Mitigation (RIM) and Hot Spot Improvements.
- F. Consider approval of Joint Participation Agreement and Resolution Number 2016-08 for Taxiway Romeo Rehabilitation and Ramp Expansion.
- G. Consider approval of Fifth Addendum to Snack Bar Concession Agreement.

Motion by Board Director Smith seconded by Board Director Slattery, to approve Consent Agenda Items A through G with changes recommended by President Crews and Board Director Green. Vote taken, none opposed. Motion passed.

#### 14. DISCUSSION AGENDA

- A. Approval of Proposal from IMG Rebel to conduct Performance Audit of Orlando Sanford International, Inc. (OSI) and Orlando Sanford Domestic, Inc. (OSD)

President Crews stated that an RFP was done for the performance audit; IMG Rebel was the only company that responded by the deadline, May 27, 2016. IMG previously performed the audits in 2002, 2005. A separate cost proposal was requested for OSI and OSD. The proposal for one audit is \$92,000 and \$99,000 for both audits.

Motion by Board Director Green, seconded by Board Director Smith, to approve the proposal from IMG Rebel to conduct Performance Audit of OSI and OSD. Vote taken, none opposed. Motion passed.

## B. Engineering Consultant Project Distribution

At the request of the Board, President Crews provided a Memo to the Board regarding this item. She also stated that two of the three engineering consulting firms, AVCON and ATKINS, contracts expire September 31, 2016. A RFQ will be conducted in August and brought up at the July meeting for authorization. There needs to be discussion regarding the formation of the Committee. Typically it consists of staff with one board member followed by a short list that is brought to the Board for presentation. Board Director Miller will be the board member to sit in on this committee.

## C. Strategic Plan Presentation & Review

Chairman Ioppolo informed the Board that initially the Strategic Plan was discussed in context with President Crews' employment agreement to measure her performance.

President Crews presented the draft Strategic Plan for review and comment.

Board Director Slattery stated that of the 25 items highlighted in the plan, 4-5 higher level items be identified to help judge the effectiveness of President Crews. He requested his fellow Board Directors help choose these by the end of the summer.

Chairman Ioppolo stated the Budget Work session will correlate with making these choices and encouraged the Board to revisit the plan and Budget Presentation prior to the Budget Meeting.

## D. Approval of Lease #2016-10 with SOIA Hospitality, LLC

Brett Renton distributed amended copies to the Board regarding the hotel lease. He noted the only substantive changes as: 1) the effective date was changed to June 7, 2016; 2) the rent commencement date of January 1, 2018 was pushed back one month; 3) letter of credit required in lieu of personal guaranty; 4) the memorandum of lease; 5) Exhibit A will have a broader 6.5 acre description to be amended when the final site is approved, and 6) the timeline.

President Crews made the Board aware SOIA Hospitality has agreed to work to coordinate efforts with UCF, Seminole State and Seminole County Schools hospitality programs to develop an internship program. It is embodied in the lease, and they are making a good faith effort to accomplish this.

Motion by Board Director Green, seconded by Board Director Smith, to approve the lease and amendment of Lease #2016-10 with SOIA Hospitality, LLC. Vote taken, none opposed. Motion passed.

## 15. COMMENTS FROM THE PUBLIC

Amy Holloway complimented the Board and the process.



16. OTHER BUSINESS

A. Bill Kirchhoff readdressed the Board with discussion on bringing rail to the Airport. Board Director Simmons noted the importance of bringing rail to the airport between the airport and the Sunrail station. This is an opportunity in a cost effective unique way to make that happen. He suggested Congressman Mica be contacted to facilitate the request. Board Director Smith stated SunRail just acquired funding for Phase II. They were rejected on the Deland to Debary extension and that will be the next funding phase. The following phase will be the OIA spur and he felt the present discussion in relation to the Airport is in the future. Board Director Smith suggested that MetroPlan be copied on any communication with Congressman Mica. Board Director Simmons suggested that Chairman Ioppolo contact Congressman Mica. Chairman Ioppolo stated he has contacted Congressman Mica's assistant and he will call him directly after the meeting.

B. President Crews updated the Board on the Safari Investment parcel, noting that the 9.3 acres is almost completely wetlands designation and low lying. The Geotech and wetlands survey were done, although the wetlands survey wasn't complete. It will be very expensive, several million dollars for the wetlands mitigation. Some non-traditional ways of mitigation are being explored such as creating a wetland mitigation bank.

Board Director Simmons stated the property is feasible if we pursue self-mitigation and investigate within our own properties and create a mitigation bank and then it becomes feasible. It will be cost effective if we can self-mitigate.

President Crews replied she would inquire of John Micklos as to what steps need to be followed to begin the process of a self-mitigation bank.

Chairman Ioppolo suggested the phase II survey cost be discussed at the Budget Meeting June 15, 2016.

Motion by Board Director Smith to spend up to \$6,000 for a Phase II, no second. Motion died.

17. REMINDER OF NEXT BOARD MEETING (JULY 12, 2016)

18. ADJOURNMENT

There being no further business, the meeting adjourned at 11:30 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Diane H. Crews". The signature is written in a cursive, flowing style.

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

/lh