

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
TUESDAY, DECEMBER 6, 2016**

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

**ABSENT:** Clyde H. Robertson, Jr., Board Director  
Mayor Jeff Triplett, City Liaison

**STAFF PRESENT:** Diane H. Crews, President & CEO  
George D. Speake, Executive Vice-President & COO  
Don Poore, Chief Financial Officer  
Scott Beaton, Finance Manager  
Jerry Crocker, IT Director  
Shalyn Frey, SAFD  
Thomas Fuehrer, SAPD  
Kristina Gove, SAA  
Lori Hunt, Administrative Assistant  
Jacquelyn Lauterbach, Leasing Manager  
Jeff Long, SAFD  
James Merrow, SAFD  
Al Nygren, Property Manager  
Julie Sawyer, Administrative Assistant  
Jason Shippell, SAFD  
Bill Stack, IT Manager

**OTHERS PRESENT:** Casey Barnes, Orlando Economic Development Comm.  
Krysty Carr, AFA Flying Services  
David Cattell  
Sheriff Donald F. Eslinger  
Larry Gouldthorpe, Airports Worldwide  
Gerald Hardage  
Jeff Lane, Starport  
Jenny Logan, Enterprise/National  
Bill McGrew, GAI  
Genean McKinnon, McKinnon & Assoc.  
Jeremiah Owens, CPH Engineers, Inc.  
Kevin J. Spolski, Spolski Construction  
Jennifer Wakefield, Orlando Economic Development Comm.

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

The meeting was called to order at 8:30 a.m., followed by the Pledge of Allegiance, and introduction of guests.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. RECOGNITION OF SHERIFF DON ESLINGER

Chairman Ioppolo read Resolution 2016-11 honoring and acknowledging Sheriff Donald F. Eslinger's 38 years of service to Seminole County, City of Sanford and Orlando Sanford International Airport.

Motion by Board Director Smith, seconded by Vice Chairman Slattery to adopt Resolution 2016-11. Vote taken, none voting in opposition. Motion passed 8-0. Chairman Ioppolo presented a commemorative plaque to Sheriff Donald F. Eslinger.

4. ANNUAL STAFF ACKNOWLEDGEMENT

Chairman Ioppolo invited the members of staff to the meeting. Chairman Ioppolo thanked the employees and asked the Board Directors to thank the employees for their hard work and contributions, their support of President Crews and wished them Merry Christmas.

5. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON NOVEMBER 8, 2016

Motion by Board Director Smith, seconded by Board Director Slattery, to accept the minutes of the regular meeting held on Tuesday, November 8, 2016. Vote taken, none opposed. Motion passed.

6. LIAISON REPORTS

A. Seminole County

Commissioner Carey updated the Board on ongoing projects; and wished everyone Merry Christmas and safe travel. President Carey stated she hoped to have conversations after the first of the year regarding opportunities that can be shared together.



B. City of Sanford

None.

C. MetroPlan Orlando

Board Director Smith reported Ultimate I-4 progressing ahead of schedule, getting ready to begin a new road year, every road in Central Florida is under construction.

D. Orlando Economic Development Commission – Presentation Casey Barnes

Chairman Ioppolo introduced Casey Barnes, Vice President of Business Development at the Orlando Economic Development Commission who gave an update and presentation.

Casey Barnes stated the EDC is committed to diversifying the economy, last year which ended September 30 celebrated best year ever, created 506,000 jobs and a majority of those were in Seminole County. The region of the EDC contains 4 counties plus the City of Orlando. Mr. Barnes stated 21% of our economy is based on tourism, 12% retail. EDC covers Innovative Technologies, Advanced Manufacturing, Corporate Headquarters and Regional Offices, Life Science and Healthcare and Aviation Aerospace and Defense. Orlando and Seminole County is the Simulation Capital of the World, Aerosim was recently purchased by L3. Simulation industry is very strong, one of the reasons companies are so interested in our region.

Mr. Barnes stated Seminole County has formerly been known as a bedroom community although with AAA, Hitachi, Verizon and many others we are now known as a strong employment center.

Mr. Barnes stated several years ago Deloitte looked across the country at 390 locations for where to put a new technology delivery center; this is a center that has software developer's college grads creating great software platforms for different clients and they chose Central Florida. Deloitte intended to create 1000 jobs in four years and actually created 1000 jobs in two years. They are doing so well they decided to create another 850 jobs and occupy another building and in order to accommodate those people they built another parking garage.

Mr. Barnes stated USTA built a new location in Orlando with 200 jobs because of the infrastructure, ADP located in Maitland with 1600 new jobs and a \$28 million dollar capital investment. ADP chose this location due to provided talent, college students from Seminole State, Valencia and UCF.

Aerospace side, Mr. Barnes spoke of Jetezy which manufactures the only FAA certified seaplane in the world on Airport property. This company came from Singapore. Mr. Barnes noted the growth of Allegiant with the East Coast Training facility.



NBAA National Business Aviation Association, largest trade show for business aviation over 27,000 attended conference in Orlando. EDC had a booth with City of Sanford and Lake County.

Mr. Barnes stated Seminole County has been a net beneficiary for years this is due to education, inventory and assets. The EDC received two monster projects with the same building, Verizon moved in to an available building on International Parkway and they built their facility next door. When they moved out Deloitte moved in. Whereas most of the EDC region has a lack of available large blocks of class A office space, the area that creates that space is going to be the first place that a new Deloitte or new large user will look at.

Mr. Barnes stated EDC works closely with the Seminole County team and the SAA team. The EDC benefits from the Seminole County Public School system which offers coding for kindergarten children to the great college and university system Seminole State College, Valencia and UCF.

7. COMMENTS FROM THE PUBLIC

None

8. COMMITTEE REPORTS

Board Director Miller stated EDAC meeting is scheduled for January 5, 2017 to finalize recommendations of the RFP/RFQ.

9. PRESIDENT'S REPORT

President Crews stated the President's report had been distributed previously to the Board. President Crews highlighted several items, Hill Labs estimated completion January 2017, and parking lot is being paved today. President Crews stated Carrier Avenue has been closed temporarily, working with FPL to replace 150-200 poles concentrating on areas around and on the airport. The Flight to the North Pole event occurred December 3, 2016 and President Crews played a Florida Hospital video clip for the Board. President Crews stated this was a community effort, more rewarding than words can describe, she thanked everyone for their assistance, hope to do the event again next year. President Crews reminded the Board of the Employee Christmas Party to be held Friday December 16, 2016. President Crews informed the Board Bill Stack will be retiring the end of the year, very valuable long time employee, today will be his last meeting. President Crews stated the Rotary Chili Off, the Airport team The Flying Chili's placed 3<sup>rd</sup>. President Crews distributed the aerals.

Don Poore, CFO, presented the Financials to the Board.

10. COUNSEL'S REPORT

Brett Renton updated the Board on the McDonnell case. Mr. Renton wished everyone a Merry Christmas, Happy Holiday's and Happy New Year.



## 11. AIRPORTS WORLDWIDE REPORT

Airports Worldwide President, Larry Gouldthorpe made a correction to his November 2016 report, stating the YTD number should actually be 2,514,624. Mr. Gouldthorpe gave a brief overview of the report, noting that it was another record month for traffic on the strength of Allegiant, and Interjet service is making a big impact. He further noted that Allegiant's San Juan service begins December 15, 2016 out of SFB three times a week, and Essential Air Service Carrier, Via Air, will commence service on December 11, 2016, to Charlotte, NC twice weekly, while Allegiant service to Burlington VT and Grand Isle NE is being discontinued in the spring. Construction of Allegiant's East Coast Training Center is underway with completion scheduled for March 30, 2017, and AWW's hotel feasibility study is now under internal review by Oxford, the OMERS investment platform, which currently owns several hotels throughout Canada. Chairman Ioppolo requested a copy of the AWW feasibility study. Mr. Gouldthorpe concluded by stating that the Airport had experienced the busiest Thanksgiving ever, parking-wise, and informed the Board a discussion regarding a proposed change in parking fees would take place at the January Board meeting.

Board Director Miller requested an update on the Airport Hotel project. Chairman Ioppolo stated we have heard from our developing partner, they have received an informal verbal approval for the flag; we are waiting on written approval to be produced by Hilton, Hampton Inn & Suites. There are a number of deadlines coming up in the contract to be pursued; more comprehensive update will be presented at the January Board meeting. Board Director Miller inquired of the last sixty day extension given to them, what is the end date. President Crews responded she didn't have a copy with her, but those dates had been calendared and are working with them to make sure they meet them. Chairman Ioppolo stated we have not exceeded the extension that was previously granted. Brett Renton informed the Board the construction break was late January the 27<sup>th</sup> that is when they are supposed to begin construction.

Board Director Miller inquired what degree of uncertainty are we still wondering about it. Chairman Ioppolo responded until they break ground we are uncertain, but he is hopeful. President Crews stated she did not bring this item forward in the President's report because she didn't have a written letter of approval or the contract; they are working with the attorney for Hilton. They got a verbal approval from the attorney's with Hilton and are working on the contract. Board Director Green inquired if they are in the planning process. President Crews responded they are working with the City of Sanford. Board Director Smith inquired how that is possible when they don't have a flag. President Crews responded they have given us a site plan which was approved by Hilton. Board Director Miller inquired if the site plan had been submitted to the City. Board Director Green inquired if there was a site plan that could be shared with the



Board. President Crews replied she has a preliminary site plan Hilton has approved, there is nothing in writing.

Chairman Ioppolo requested on the January meeting an update be placed on the Agenda and requested the developing partner be present with an update, and he requested Counsel have the dates of the timeline available. Board Director Miller also requested established timelines with changes made to that timeline.

12. CHAIRMAN'S REPORT

Chairman Ioppolo wished everyone Happy Holiday's Merry Christmas.

13. CONSENT AGENDA

- A. Consider approval of Addendum G to Lease No. 2009-47 with AVOCET CAPITAL,, LLC for one half of Building No. 550-MOU, located at 550 Don Knight Lane, Sanford (MOU).
- B. Consider ratification of Lease No. 2016-29 with Caryn Simpkins for Grazing Land 2000-002 located on east side of Beardall Ave., Sanford (Grazing Land).
- C. Consider approval of the Ground Transportation Pre-arranged Permit for January 1, 2017 – December 31, 2017
- D. Consider approval of Addendum H Lease No. 2007-27 with KATCO DISTRIBUTORS, INC. for Building No. 515-1 located at 2848 S. Mellonville Ave., Sanford (Warehouse).
- E. Consider acceptance of Declaration of Restrictive Covenant

Motion by Board Director Smith, seconded by Board Director Simmons to approve Consent Agenda items A thru E. Vote taken, none voting in opposition. Motion passed 8-0.

12. DISCUSSION AGENDA

- A. Consider approval of increase in Customer Facility Charges (CFCs). And Resolution 2016-10 authorizing same, effective January 1, 2017.

President Crews stated this item was discussed at length during the retreat. Her recommendation is to increase the CFC charge from \$2 a day to \$2.25 which makes the maximum 5 days \$11.25. This would be an increase of .25 a day, keeping us in competition with other airports and accomplish the purpose of recommending the increase. President Crews stated this item has been discussed at length with counsel. Fees can't be set without a reason, there has to be a purpose, the purpose is to offset the cost to us of the terminal expansion. The resolution addresses that, it's in keeping with our past action of implementing the CFC initially to provide for Police services at

the airport. The existing resolution includes other improvements that are being made to the rental car facilities. The resolution with the latest increase does the same; it establishes the nexus between the proposed increase and some improvement, the terminal expansion.

President Crews stated although we don't have the exact cost of the terminal expansion, we will have that before we meet to enter in to budget discussions. At that time we can discuss this request if approved we will come back and look at actual cost of the terminal expansion going forward and how this proposed increase will address it. President Crews restated her recommendation is to increase the CFC .25 per day from \$2 to \$2.25 and hold to the maximum 5 days. Two different scenarios rental car agencies have two different classifications of customers wholesale and retail. Wholesale customers are advanced sales for the most part, so the resolution sets out a schedule for the retail customers the increase is effective January 1<sup>st</sup>, and for the wholesale customers will delay effective date until July 1<sup>st</sup> 2017.

Board Director Slattery stated he was in favor of the CFC remaining at \$2 per day and eliminates the 5 day maximum all together. Board Director Simmons inquired the average rental period. President Crews replied 5-6 days.

Motion by Board Director Smith, seconded by Board Director Green to approve the resolution 2016-10 as written to increase the Customer Facility Charges from (\$2 per day with a five day maximum of \$10) to (\$2.25 per day five day maximum \$11.25) effective January 1, 2017. Vote taken, Board Director Slattery voting in opposition. Motion passed 7-1.

15. COMMENTS FROM THE PUBLIC

None.

16. OTHER BUSINESS

Chairman Ioppolo reminded the Board the employee holiday party is Friday December 16, 2016 at the ARFF Station 6 p.m.

17. REMINDER OF NEXT BOARD MEETING (January 10, 2017)

18. ADJOURNMENT

There being no further business, the meeting adjourned at 10:07 a.m.

Respectfully submitted,



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

/lh