

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, MARCH 11, 2008**

- PRESENT:** **G. Geoffrey Longstaff, Chairman**
 Clyde H. Robertson, Jr., Vice Chairman
 Tim Donihi, Secretary/Treasurer
 Whitey Eckstein
 William R. Miller
 Brindley B. Pieters
 Brett Renton, Airport Counsel
 John A. Williams
- ABSENT:** **David L. Cattell**
 Colonel Charles H. Gibson
 Comm. Jack T. Bridges, City Liaison
- STAFF PRESENT:** **Larry A. Dale, President & CEO**
 Diane Crews, Vice President of Administration
 Bryant W. Garrett, Vice President of Finance
 George Speake, Vice President of Operations & Maintenance
 Diana M. Muñiz-Olson, Executive Secretary
- OTHERS PRESENT:** **Rusty Beavers, Starport**
 David Doudney
 Larry Gouldthorpe, OSI
 Krysty Kress, S.E. Ramp Development
 John Nadjafi, Shutts & Bowen LLP
 Doug Norman, HTA
 Stan Poloski
 Jack Reynolds, JRA, Inc.
 David Shontz, Shutts & Bowen LLP
 Sandeep Singh, AVCON
 Kevin Spolski, Spolski Construction
 Ernest Stallings

1. INTRODUCTION OF GUESTS AND CALL TO ORDER

The meeting was called to order at 8:30 a.m.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON TUESDAY, FEBRUARY 5, 2008.

Motion by Board Member Robertson, seconded by Board Member Pieters, to approve the minutes from the regular meeting held on Tuesday, February 5, 2008.

Motion passed.

4. CONSENT AGENDA

- A. Consider approval of Lease No. 2008-06 with ACME RECYCLING INDUSTRIES, LLC for Building No. 437, located at 1210 29th Street (Warehouse/Office).

Staff recommends approval of Lease No. 2008-06 with ACME RECYCLING INDUSTRIES, LLC for Building No. 437, located at 1210 29th Street (Warehouse/Office). The lease shall have a seven (7) year term, commencing on March 1, 2008. The lease consists of 17,500 square feet of office and warehouse space at \$4.30 per square foot on the first year. The annual rental rate for the first year is \$75,250.00; the monthly payment is \$6,270.83, exclusive of taxes.

- B. Consider approval of Addendum A to Lease No. 2007-02 with CONIFER, LLC for Building No. 262, located at Flightline Avenue (Warehouse/Office).

Staff recommends approval of Addendum A to Lease No. 2007-02 with CONIFER, LLC for Building No. 262, located at Flightline Avenue (Warehouse/Office). Addendum A extends the lease term for one (1) additional year, effective January 1, 2008. The building consists of 6,110 square feet of office and warehouse space, at \$4.65 per square foot. The annual rental rate is \$28,411.50, an increase of \$916.50; the monthly payment is \$2,367.63 exclusive of taxes.

- C. Consider approval of Addendum A to Lease No. 2004-26 with VANGUARD CAR RENTAL USA, INC. for Building No. 540, located at 2500 East Airport Boulevard (Car Rental Facility).

Staff recommends approval of Addendum A to Lease No. 2004-26 with VANGUARD CAR RENTAL USA, INC. for Building No. 540, located at 2500 East Airport Boulevard (Car Rental Facility). Addendum A amends the rental rate, effective March 1, 2008. The lease consists of 497,172.06 square feet of land, at \$0.25 per square foot. The annual rental rate is \$124,293.01, an increase of \$9,943.44; the monthly payment is \$10,357.75 exclusive of taxes.

- D. Consider approval of Task Order No. 2008-01 for AVCON, Inc. in the amount of \$116,000.00 for professional engineering services for airfield improvements.

AVCON, Inc. has submitted Task Order No. 2008-01 to provide professional engineering services for the following airfield improvements:

1. Upgrade Taxiway Edge Lighting Circuit;
2. Evaluation and Upgrade of the Airfield Signage;
3. Pave in-field "island";
4. Mark and Sign Overrun to R/W 9C.

The lump sum cost of this task order is \$116,000.00, and the schedule for completion of services shall be ninety (90) calendar days for final design.

Staff recommends approval of Task Order No. 2008-01 for AVCON, Inc. in the amount of \$116,000.00 for professional engineering services for airfield improvements.

- E. Consider approval of Task Order No. 2008-02 for AVCON, Inc. for professional engineering services for the R/W 9L-27R Gopher Tortoise Relocation.

AVCON, Inc. has submitted Task Order No. 2008-02 to provide professional engineering services for the R/W 9L-27R Gopher Tortoise Relocation.

Staff recommends approval of Task Order No. 2008-02 for AVCON, Inc. for professional engineering services for the R/W 9L-27R Gopher Tortoise Relocation.

- F. Consider approval of Task Order No. 2008-03 for AVCON, Inc. for professional engineering services for the R/W 9L-27R and Taxiway Bravo 1 overlay.

AVCON, Inc. has submitted Task Order No. 2008-03 to provide professional engineering services for the R/W 9L-27R and Taxiway Bravo 1 overlay.

Staff recommends approval of Task Order No. 2008-03 for AVCON, Inc. for professional engineering services for the R/W 9L-27R and Taxiway Bravo 1 overlay.

- G. Consider approval of Joint Participation Agreement (JPA) FM Number 418505 2 94 01, for the design, engineering and construction for the expansion of Parking Lot "C" at Orlando Sanford International Airport; and Resolution Number 2008-02.

This JPA is for the design, engineering and construction for the expansion of Parking Lot "C" at Orlando Sanford International Airport. The grant is for up to \$350,000.00. The anticipated cost of the project is \$600,000.00 with Sanford Airport Authority's 50% portion coming from the State grant of up to \$350,000.00; 50% from TBI Airport Management, Inc.

Staff recommends approval of Joint Participation Agreement (JPA) Number 418505 2 94 01 and Resolution Number 2008-02.

Motion by Board Member Robertson, seconded by Board Member Williams, to approve Consent Agenda Items A through G.

Motion passed.

Board Member Ekcstein questioned the cost of the task orders and when Consent Agenda Item E (R/W 9L-27R Gopher Tortoise Relocation) would be done. President Dale stated it would be done as soon as possible. He expects the tortoise relocation will take a few weeks to complete. All the task orders discussed previously are grant funded. The cost for Task Order No. 2008-02 for the R/W 9L-27R Gopher Tortoise Relocation is \$98,000.00. The cost for Task Order No. 2008-03 for the R/W 9L-27R and Taxiway Bravo 1 overlay is \$554,000.00.

5. COMMENTS FROM THE PUBLIC

None

6. ADJOURN FOR EXECUTIVE SESSION – SANFORD AIRPORT AUTHORITY VS. STANLEY POLOSKI, ET AL

The regular meeting was adjourned at 8:39 a.m. for the executive session.

7. EXECUTIVE SESSION – SANFORD AIRPORT AUTHORITY VS. STANLEY POLOSKI, ET AL

8. RECONVENE

The regular meeting reconvened at 9:18 a.m.

9. POTENTIAL ACTION ON SANFORD AIRPORT AUTHORITY VS. STANLEY POLOSKI, ET AL

Motion by Board Member Miller, seconded by Board Member Williams, to accept recommendation from Counsel for settlement agreement of \$1,905,000.00 plus fees and costs required by law in regards to the Sanford Airport Authority vs. Stanley Poloski, et al litigation. Motion passed.

10. ADJOURN FOR EXECUTIVE SESSION – SANFORD AIRPORT AUTHORITY VS. ACI CONSTRUCTION SERVICES, INC., AND CONTINENTAL CASUALTY COMPANY

The regular meeting was adjourned at 9:20 a.m. for the executive session.

11. EXECUTIVE SESSION – SANFORD AIRPORT AUTHORITY VS. ACI CONSTRUCTION SERVICES, INC., AND CONTINENTAL CASUALTY COMPANY

12. RECONVENE

The regular meeting reconvened at 9:50 a.m.

13. POTENTIAL ACTION ON SANFORD AIRPORT AUTHORITY VS. ACI CONSTRUCTION SERVICES, INC., AND CONTINENTAL CASUALTY COMPANY

The Board required no action.

14. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Award – AVCON won the FICE Engineering Excellence Award for the design of the International Terminal Ramp Expansion. President Dale presented the Board with a plaque commemorating the award.
- B. Extension of Runway 9R-27L – Walkthrough took place the day before the meeting; numerous problems were found. The instruments for the ILS have not been received yet. Some inlets in the safety area must be recut, redesign, and rebuilt. PAPI lights, indicators for guidance on visual approach, are not hooked up yet. Until the MALSR lights are installed, there is nothing to identify the area. President Dale decided not to open the runway until is safe to do so; approximately 3-4 weeks.
- C. Extension of Runway 9L-27R – Jack Reynolds has submitted the Benefit Cost Analysis (BCA) additional information requested by the FAA. The Airport will be reimbursed for the BCA and get money for the Environmental Assessment.
- D. ARMF General Aviation Hangar – Project has been completed. Inspection was done the day before the meeting. Part of this project was grant funded.
- E. Best Western Hotel - St. Johns River Water Management District (SJRWMD) permit was issued. The City of Sanford reviewed the site plan. Mitch Collins is responding to the comments from the City. Nash Hooda expects to have the plans ready for permitting by April or May 2008.
- F. Parking Lot C – Project is state grant funded (50-50). TBI and Sanford Airport Authority will contribute \$300,000.00 respectively for this project. Geo-techs and surveyors have inspected the site. The Airport is proceeding with design. Ready to start on April 2008.

- G. Attorneys' Fees – Discussion of January's attorneys' fees. Approximately \$18,000.00 in PFC's are expected from TMA.
- H. Consumptive Use Permit (CUP) for two wells – The City of Sanford is interested in the CUP but will not pay for it. President Dale stated Vernon Rupinta recommended the Airport determine the services fees (annexation/zoning/impact fee credits) based on the cost of the wells, the pumps, and the age of the wells. President Dale recommended the Board transfer the CUP to the City's name in exchange of fee credits. Motion by Secretary/Treasurer Donihi, seconded by Board Member Pieters, to transfer the CUP into the City of Sanford's name. Motion passed.
- I. Florida Department Of Transportation (FDOT) – Sale of Right-of-Way - The City of Sanford approved and signed the City deed, resolution, and the offer and purchase agreement with the FDOT for the purchase of 14.669 acres of Airport-owned Right-of-Way on State Road 46. The documents have been sent to Teresa Hensley with FDOT; the sale will be initially closed in escrow. Closing is expected to take place on April 4, 2008. Since the City has the deed, President Dale requested the check for \$1 million be made to the City of Sanford and the Sanford Airport Authority.
- J. Lease Update
1. Residential – Three residences are vacant and available; however, one of them was taken out of service. Approximately \$36,000.00 in rental fees if they remain vacant all year
 2. Commercial – Seven commercial buildings are vacant. Approximately \$147,000.00 in rental fees if they remain vacant all year.
 3. T-Hangars – Approximately 25%-30% are vacant. There are 74 small hangars, and 32 large hangars. Approximately \$111,000.00 in rental fees if they remain vacant all year. The Airport had budgeted for painting the T-Hangars this year, based on condition.

Currently 96% of the square footage in the Airport Commerce Park is occupied, only 4% of the square footage of commercial space is vacant. The Airport has remained within the 94% occupancy originally budgeted.

- K. Aged accounts receivable – Discussion of aged accounts. President Dale discussed the possibility of offering incentives to new T-Hangar tenants, such as rent grace periods, if they sign a yearly lease. Secretary/Treasurer Donihi questioned how the Airport's rate compared to those at Southeast Hangar Development. President Dale stated the Airport's rates are cheaper; however, the Airport's T-Hangars do not have the amenities found at Southeast Hangar Development. Chairman Longstaff agreed with offering rate incentives, but believed it should not be used at the beginning of tenancy.

15. COUNSEL'S REPORT

Brett Renton stated the Order of Taking hearing for Parcel P-109 and P-110 is scheduled to take place on March 17, 2008. Because the amount of owners is so large, there is no way of getting a full stipulation. Most of the counsels involved have agreed to stipulate. Motions have been filed by individual owners to be heard at the hearing, it could possibly lead to a stipulation (Stipulated Order). A Stipulated Order of Taking cannot occur until all the owners are known. Chairman Longstaff questioned if anyone had contested the amount. Mr. Renton affirmed somebody had but had not presented the appraisal.

16. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

A. Monthly Statistics for February 2008

- i. UK traffic total
February 2008 – **20,675** passengers
- ii. International traffic total
February 2008 – **25,186** passengers
- iii. Domestic traffic total
February 2008 – **99,313** passengers
- v. Total passengers
February 2008 – **116,417** passengers
- vi. Total passengers – **124,499** passengers
- vii. Percentage
UK traffic is down 27% compared to February 2007. International traffic is down 26% from February 2007. Domestic traffic is up 60% compared to February 2007. Total traffic for the month is up 26% compared to February 2007; best February ever at the Airport.

B. Airlines/Tour Operators Update

- i. Charter Traffic – UK traffic decrease is expected to continue due to the dramatic changes in charter business.
- ii. Allegiant – Expecting 425 operations in March. Flights are being booked through the Spring and Summer.

- iii. Branding – Currently reworking the branding in Terminal A to reflect the merges between the international charters.

C. Miscellaneous Updates

- i. New destination – Weekly service to Brussels, Belgium will start in June 2008.
- ii. Energy Conservation Program – To be presented to the Design Review Committee. A joint press release will be done for this \$3.4 million improvement project. Board Member Miller requested that in the future, the Board be informed the day before press releases are made.
- iii. Fact sheets – Mr. Goudlthorpe distributed business card-size fact sheets containing Airport information to the Board, as suggested by Secretary/Treasurer Donihi. Fact sheets will be updated quarterly.

17. LIAISON REPORTS

City of Sanford

None

Seminole County

None

18. CHAIRMAN'S REPORT

None

19. OTHER BUSINESS

None

20. COMMENTS FROM THE PUBLIC

None

21. REMINDER OF NEXT BOARD MEETING (TUESDAY, APRIL 1, 2008)

22. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:28 a.m.

Respectfully submitted,

Larry A. Dale, President & CEO
/dmm



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

March 5, 2008

Via email: legals@mysanfordherald.com

The Sanford Herald
P. O. Box 1657
Sanford, Florida 32772 1657

Attn: Patti, Legal Classified

Please publish the following Public Notice one (1) time in the **Sunday edition (March 9, 2008) of the Seminole 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 March meeting on Tuesday, March 11, 2008, 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 normal business hours at (407) 585-4002.

Notice is hereby given that the regular meeting will adjourn to conduct the following:

- 1) An Executive Session to discuss "Sanford Airport Authority v. Stanley Poloski, et al." [Case No. 07-CA-2029-0080-13-G]. Participants in the Executive Session will be SAA Board Members, SAA President/CEO, SAA Counsel – Shutts & Bowen LLP, and a court reporter. All others will be excluded during the Executive Session. Following adjournment of this Executive Session, the Sanford Airport Authority Board will reconvene for further business.
- 2) An Executive Session to discuss "Sanford Airport Authority vs. ACI Construction Services, Inc. and Continental Casualty Company" [Case No. 6:07-CV-1842-ORL-31DAB]. Participants in the Executive Session will be SAA Board Members, SAA President/CEO, SAA Counsel – Shutts & Bowen LLP, and a court reporter. All others will be excluded during the Executive Session. Following adjournment of this Executive Session, the Sanford Airport Authority Board will reconvene for further business.

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**

PUBLIC NOTICE

BOARD MEETING

The regular meeting of the Sanford Airport Authority will be held on Tuesday, March 11, 2008, 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 normal business hours at (407) 585-4002.

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SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting will be held on Tuesday, March 18, 2008, 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. Scheduling and information is available by contacting the Vice President of Operations at (407) 585-4006.

USER GROUP

The Airport User Group meeting will be held on Tuesday, March 18, 2008, 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. Scheduling and information is available by contacting the Vice President of Operations at (407) 585-4006.

DESIGN REVIEW COMMITTEE (DRC)

The Sanford Airport Design Review Committee (DRC) will conduct a Special DRC meeting. The meeting will be held on Wednesday, March 12, 2008, at 3:00 p.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 calling (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