

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
TUESDAY, MAY 2, 2006**

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**PRESENT:** G. Geoffrey Longstaff, Chairman  
Clyde H. Robertson, Jr., Vice Chairman  
Whitey Eckstein, Secretary/Treasurer  
Tim Donihi  
Colonel Charles H. Gibson  
Lon K. Howell  
Mayor Linda Kuhn, City Liaison  
William R. Miller  
Comm. Randy Morris, County Liaison  
Brindley B. Pieters  
John A. Williams  
Earnest DeLoach, Airport Counsel

**ABSENT:** None

**STAFF PRESENT:** Larry A. Dale, President & CEO  
Diane Crews, Vice President of Administration  
Jack Dow, Vice President of Operations & Maintenance  
Bryant W. Garrett, Vice President of Finance  
Andrew VanGaale, Director of Special Affairs  
Diana M. Muñiz-Olson, Lease Manager

**OTHERS PRESENT:** Staria Ardoin, Montgomery Consulting Group, Inc.  
Greg Dull, OSI  
Tracy Forrest, WPC  
Larry Gouldthorpe, OSI  
Krysty Kress, Southeast Ramp  
Bill McGrew, PBS&J  
D'Anne Mica, Mica Strategic Partners  
Doug Norman, HTA  
Sabrina O'Bryan, Seminole Co. Economic Development  
Roger Phillips, Starport  
Jack Reynolds, JRA, Inc.  
Sandeep Singh, AVCON  
Kevin J. Spolski, Spolski Construction  
Bob Tunis, Economic Dev. Director - City of Sanford  
Mr. & Mrs. Larry Yoder  
William Yoder

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, APRIL 4, 2006

Motion by Board Member Robertson, seconded by Board Member Williams, to approve the minutes from the meeting held on Tuesday, April 4, 2006.

Motion passed.

## 4. PRESENTATIONS

### A. Information Booth – Diane Crews

1. Currently there are two information booth centers in operation at these locations in Terminal A:
  - i. Welcome Center – Booth mainly used by arriving international passengers.
  - ii. International Departure Lounge (IDL) – Booth mainly used by departing international passengers.
2. Future interactive information kiosk is scheduled to be placed in Terminal B for the convenience of domestic passengers.
3. Work schedule is done by Michael Caires. Scheduling is based on needs and on how many passengers remain at the terminal.

Commissioner Morris suggested the Board consider exploring different media to market the area. The County would be willing to give its support if the marketing strategy was worth it. Most board members agreed a different marketing strategy should be done. Chairman Longstaff suggested President Dale and Larry Gouldthorpe meet at a later time to discuss the issue further. Board Member Miller stated the Authority supports the County but he believed the County should arrange the marketing details, not President Dale and Mr. Gouldthorpe. Once the details are finalized, the Authority should be informed on how the Airport's facilities would be used. President Dale stated he needed some direction as to what the Board was interested in marketing: the Airport, Central Florida Region, Seminole County, and/or the airlines. He also needed the Board to specify a budget from which he could base the marketing plan. It was determined a committee would be formed to handle this issue. The following people will serve on the committee:

- Larry A. Dale – Sanford Airport Authority
- Tim Donihi – Board Member
- Larry Gouldthorpe – Orlando Sanford International
- Bill McDermott – Seminole County
- Bob Tunis – Economic Development City of Sanford

## B. Recognition of William Yoder – Eagle Scout

On behalf of the Board of Directors, President Dale recognized William Yoder for his notable achievements and attainment of the rank of Eagle Scout, read aloud a letter of commendation and presented the framed letter to Mr. Yoder.

## C. Airport Website Tutorial – Greg Dull

Greg Dull gave a tutorial on how to navigate the [www.FlySanford.com](http://www.FlySanford.com) website. He also demonstrated how to make on-line reservations by accessing the links to Allegiant Airlines and Icelandair from the FlySanford.com website.

## 5. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Federal Inspection Service (FIS) facility improvements are under construction and the new conveyor belt is in operation.
- B. SIS road - Plans at 90% design stage. Will go out to bid on May 7, 2006.
- C. 18-36 Main Runway Lighting – Approved by the FAA. Project to start within the following week. In-house electricians will complete the job.
- D. Parking Garage – One-third of the superstructure has been constructed. Photographs of the structure were presented. Chairman Longstaff stated the trim color should match with the Terminal.
- E. Avis Rent A Car QTA – Certificate of Occupancy was received on Friday, April 21, 2006.
- F. Hertz QTA– Expect to be completed in July 2006.
- G. New Ramp – Project to expand the International Ramp to the east is expected to go out to bid in June 2006.
- H. Concurrency issue – Discussion of letter from FDOT District 5 Secretary George Gilhooley to Seminole County, addressing the concurrency issue and recognizing that SR 46 is a significant project for the County. The letter states “it is not expected that SR 46 will encounter capacity or concurrency problems that should delay or prohibit normal development activity within the next twelve months. During this timeframe, the Department is committing to the County and other local agencies to refrain from making adverse comments regarding SR 46 on concurrency or normal development applications. “ The consensus of the

Board was to send a letter to Secretary Stutler and legislators thanking them for their support in this matter, to be signed by all board members.

- I. Florida Airport Counsel (FAC) Conference – Information was distributed regarding the upcoming FAC Conference taking place in Ft. Myers, Florida. The conference is scheduled to take place Sunday, July 23, 2006 through Wednesday, July 26, 2006. The Authority has reserved 12 rooms for those members interested in attending the conference. If interested, board members were instructed to contact Diane Crews.
- J. Lake Mary Blvd. corridor – Discussion of letter to Tony Mathews addressing the Airport's concerns relative the application of the existing Lake Mary Blvd. corridor overlay to the new extension of Lake Mary Blvd. Commissioner Morris suggested a meeting with the interested parties should take place in order to discuss the issue further. Chairman Longstaff requested that board members receive a copy of the existing Lake Mary Blvd. overlay for review.
- K. Handouts – The following handouts were distributed:
  - 1. FTZ Brochure – nominated for an FEDC award
  - 2. Seminole County Corporate Guide
  - 3. New Seminole County Map
  - 4. Seminole County EDC Promotional Video (DVD)
- L. Future meetings
  - 1. Special Budget Review Session – Scheduled for Tuesday, June 27, 2006 at 3:00 p.m.
  - 2. July meeting – Due to the 4<sup>th</sup> of July holiday, the July meeting was scheduled for Tuesday, July 11, 2006.

## 6. COUNSEL'S REPORT

Regarding the World Fuel case, Counsel reported a decision is expected by mid June, if not earlier.

## 7. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

- A. Monthly Statistics for April 2006
  - 1. International Flights (UK)
    - April 2006 – **51,428** passengers (UK only)
    - 12,463** passengers (Vacation Express)

2. Domestic Flights (mostly Allegiant Airlines)

April 2006 – **59,548** passengers domestic

3. Combined total (inclusive of transit passengers)

April 2006 – **123,439** passengers

4. Percentage

United Kingdom traffic is up by 10%. International traffic overall is up by 12%. Domestic traffic has increased by 41%. Month gain is 25%, with an overall positive of 3%.

B. Airlines/Tour Operators Update

1. Flyglobespan – Will start operations seven days a week to Glasgow, Scotland on June 2, 2006.
2. Youngstown-Warren, OH – Will start operations on May 19, 2006.
3. Roanoke, VA – Will start operations on May 24, 2006, two flights weekly.
4. San Juan, PR – Allegiant will start flights in the future.

President Dale suggested a letter be sent on behalf of the Board congratulating Allegiant Airlines on their first anniversary.

C. TBI Constructions

1. Baggage Carousel #2 renovation – Increased capacity by 31%.
2. Budweiser Tap House – Under construction. A portion is scheduled to open the first week of May. Entire project is scheduled to open on May 15, 2006.
3. Bijoux Tener Store – New specialty retail outlet. Project to begin on May 8, 2006. It is expected to be completed by the end of June 2006.
4. Guest House name change – OSI is contemplating changing the name of the Guest House to “Royal Palm House” by the end of June 2006.
5. Self-checking Kiosks – In the process of arranging with the airlines the addition of four self-checking kiosks at Terminal B. In the future, they hope to have 16 – 20 kiosks.
6. Rental Car Properties Meeting – Meeting to be held on May 15, 2006 to discuss contract extensions and the parking garage, among other things.

8. LIAISON REPORTS

City of Sanford

Mayor Linda Kuhn reported the City is in the process of re-aligning the districts.

Seminole County

No Report

9. CHAIRMAN'S REPORT

No Chairman's Report.

10. CONSENT AGENDA

- A. Consider approval of Lease No. 2006-12 with DELTA CONNECTION ACADEMY for Building No. 510, located at 3070 Cameron Avenue (Residence).

Staff recommends approval of Lease No. 2006-12 with DELTA CONNECTION ACADEMY for Building No. 510, located at 3070 Cameron Avenue (Residence). The lease term is for one (1) year, commencing on May 1, 2006, and ending on April 30, 2007. The annual rental rate is \$9,000.00; the monthly payment is \$750.00.

- B. Consider approval of Lease No. 2006-13 with DELTA CONNECTION ACADEMY for Building No. 529, located at 2990 Cameron Avenue (Residence).

Staff recommends approval of Lease No. 2006-13 with DELTA CONNECTION ACADEMY for Building No. 529, located at 2990 Cameron Avenue (Residence). The lease term is for one (1) year, commencing on May 1, 2006, and ending on April 30, 2007. The annual rental rate is \$12,000.00; the monthly payment is \$1,000.00.

- C. Consider approval of Lease No. 2006-11 with NATIONAL INSTITUTE OF FIRE & EMS, INC. for Building No. 515-1, located at 2800 Mellonville Avenue, Suite 2848 (Office).

Staff recommends approval of Lease No. 2006-11 with NATIONAL INSTITUTE OF FIRE & EMS, INC. for Building No. 515-1, located at 2800 Mellonville Avenue, Suite 2848 (Office). The lease term is for two (2) years, commencing on May 1, 2006, and ending on April 30, 2008. The building consists of 1,500 square feet at \$7.52 per square foot. The annual rental rate is \$11,280.00; the monthly payment is \$940.00.

- D. Consider approval of Lease No. 2006-09 with PALM AEROSPACE, LLC for Building No. 502-2B, located at 2927 Carrier Avenue (Warehouse).

Staff recommends approval of Lease No. 2006-09 with PALM AEROSPACE, LLC for Building No. 502-2B, located at 2927 Carrier Avenue (Warehouse). The lease term is for eighteen (18) days, commencing on April 13, 2006, and ending on April 30, 2006. The building consists of 6,720 square feet at a daily rate of \$128.88. The total payment for the eighteen days is \$2,319.84.

Note: Palm Aerospace, LLC purchased the assets of TransMeridian Airlines that have been stored here at the Airport. The purpose of the temporary lease is to allow time for removal of these items.

- E. Consider approval of Lease No. 2006-10 with PALM AEROSPACE, LLC for Building No. 502-3, located at 2923 Carrier Avenue (Office) and Building No. 502-4, located at 2919 Carrier Avenue (Office).

Staff recommends approval of Lease No. 2006-10 with PALM AEROSPACE, LLC for Building No. 502-3, located at 2923 Carrier Avenue (Office) and Building No. 502-4, located at 2919 Carrier Avenue (Office). The lease term is for six (6) days, commencing on April 13, 2006, and ending on April 18, 2006. Each building consists of 280 square feet, at a combined daily rate of \$26.30. The combined total payment for the six days is \$157.80.

Note: Palm Aerospace, LLC purchased the assets of TransMeridian Airlines that have been stored here at the Airport. The purpose of the temporary lease is to allow time for removal of these items.

- F. Consider approval of and authorization to execute Business Development Agreement between Seminole County and the Sanford Airport Authority for economic incentives for Icelandair.

This item was removed from the Agenda.

- G. Consider approval of and authorization to execute Business Development Agreement between Seminole County and the Sanford Airport Authority for economic incentives for Flyglobespan.

This item was removed from the Agenda.

- H. Consider acceptance of Joint Participation Agreement (JPA) FM No. 405189-1-94-01 for replacement of Runway and Taxiway Lighting Wiring and Regulators on Runway 18/36 and Parallel Taxiway to include design, engineering and construction.

Staff requests and recommends acceptance and approval of JPA FM No. 405189-1-94-01 for replacement of Runway and Taxiway Lighting Wiring and Regulators on Runway 18/36 and Parallel Taxiway to include design, engineering and construction.

- I. Consider acceptance of Supplemental Joint Participation Agreement (SJPA) Agreement No. 1, FM No. 416334-1-94-01 for construction of General Aviation Hangar.

Staff requests and recommends acceptance and approval of SJPA Agreement No. 1, FM No. 416334-1-94-01 for construction of General Aviation Hangar.

Motion by Board Member Howell, seconded by Board Member Robertson, to approve the Consent Agenda Items A through I, excluding F and G.

Motion passed.

11. DISCUSSION AGENDA

- A. Consider approval of request from FDOT to construct a detour route on Airport property to be utilized during the S.R. 46 Road Widening Project.

At the request of the Florida Department of Transportation (FDOT), Sanford Airport Authority staff met with FDOT and their design consultants, Inwood Consulting Engineers, regarding value engineering of the S.R. 46 Road Widening project. Due to two (2) areas of deep muck on the west end of the road widening project, FDOT is requesting approval to construct a detour route through Airport Property to be utilized during construction and de-mucking of the roadway.

The project will address all safety and security issues, including installing new security fencing and re-routing a portion of the perimeter road. FDOT will be responsible for all permitting involved with this project. Additionally, the detour route will be designed to be utilized by the Airport as a permanent frontage road after S.R. 46 is completed.

Motion by Board Member Pieters, seconded by Board Member Donihi, to approve FDOT's utilization of Airport property for the temporary detour route and continue with the design and permitting of the project.

Motion passed.

Motion by Board Member Donihi, seconded by Board Member Robertson, to approve new access road to the Seminole County Fire Station.

Motion passed.

12. OTHER BUSINESS

None

13. COMMENTS FROM THE PUBLIC

None

14. REMINDER OF NEXT BOARD MEETING TUESDAY, JUNE 6, 2006



15. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:20 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](http://www.orlandosanfordairport.com)

April 14, 2006

Via email: [legals@seminoleherald.com](mailto:legals@seminoleherald.com)

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

Attn: Patti, Legal Classified

Please publish the following Public Notices one (1) time in the Wednesday edition (April 19, 2006) of the Seminole Herald Classifieds. Please confirm receipt of this advertisement by email to [dmuniz@osaa.net](mailto:dmuniz@osaa.net).

## **PUBLIC NOTICE**

### **SANFORD AIRPORT AUTHORITY**

**Notice is hereby given that the Sanford Airport Authority will conduct its May meeting on Tuesday, May 2, 2006, 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) 585.4021.**

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 407.585.4021.

**Larry A. Dale**  
**President & CEO**

Certified proof of publication and invoice should be sent to:

Attn: Diane Crews  
Sanford Airport Authority  
1200 Red Cleveland Boulevard  
Sanford, FL 32773

Please do not hesitate to call me at 407.585.4021 if you have any questions.

Sincerely,

Diana M. Muñiz-Olson  
Lease Manager

# PUBLIC NOTICE

## **BOARD MEETING**

The regular meeting of the Sanford Airport Authority will be held on Tuesday, May 2, 2006, 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) 585-4021.

## **SANAC**

The Sanford Airport Noise Abatement Committee (SANAC) meeting will be held on Tuesday, May 9, 2006, 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, May 9, 2006, at 10:30 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) meetings are conducted on the first Wednesday of each month unless otherwise posted. The next meeting will be held on Wednesday, May 3, 2006, 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 calling (407) 585-4000.

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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) 585-4021.

Larry A. Dale  
President & CEO