

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, MAY 5, 2009**

- PRESENT:** G. Geoffrey Longstaff, Chairman
Tim Donihi, Secretary/Treasurer
David L. Cattell
Whitey Eckstein
Colonel Charles H. Gibson
William R. Miller
Brindley B. Pieters
John A. Williams
Brett R. Renton, Airport Counsel
Michael McLean, County Liaison
- ABSENT:** Clyde H. Robertson, Jr., Vice Chairman
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
Scott Cole, Assistant Director of Operations & Maintenance
- OTHERS PRESENT:** Eric Bain, CH2M Hill
Krysty Carr, S.E. Ramp Development
Ronald Carter, City of Sanford
Peter Desorueaux, CGI
Annabelle DiCarlo, AVCON
Marisol Elliott, PBS&J
Larry Gouldthorpe, TBI
Richard Kondraki
James L. Meade, Mears Transportation
Francois D. Menard, CH2M Hill
Stan Poloski
Jack Reynolds, JRA, Inc.
Timothy Smith, Sanford Police Department
Kevin Spolski, Spolski Construction
Bob Tunis, City of Sanford Economic Dev. Director

1. INTRODUCTION OF GUESTS AND CALL TO ORDER

The meeting was called to order at 8:34 a.m.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON APRIL 14, 2009

Motion by Secretary/Treasurer Donihi, seconded by Board Member Cattell, to approve the minutes from the regular meeting held on Tuesday, April 14, 2009. Motion passed.

4. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Aerial photographs - President Dale distributed the aerial photographs of the ongoing projects.
- B. Attorneys' Fees – Distribution and discussion of April's attorneys' fees. President Dale clarified Shutts & Bowen, LLP gave a credit for all travel expenses previously charged.
- C. Extension of Runway 9R-27L – The transfer agreement giving ownership to the FAA of Localizer (LOC), Glideslope (GS), Distance Measuring Equipment (DME), and Medium Intensity Approach Lighting System (MALSR) with Runway Alignment Indicator Lights (RAILS) has been signed. The MALSR and the ILS are in complete operation. The electric power has been transferred to the FAA. Mr. Speake is working with the FAA on non-precision approaches GPS (R-NAV) for all the runways that do not have precision approach.
- D. Extension of Runway 9L-27R – Progressing well. The Benefit Cost Analysis has been approved and the Environmental Assessment is proceeding. The State Clearing House voiced no objections to federal funding. Expecting the FONSI any day. President Dale discussed the pre-application for the \$5 million grant for land acquisition related to noise.
- E. Overlay of Runway 9L-27R – Project is almost complete. Paving, marking, and striping are done. Need to schedule walk-through with FAA, the engineers, and the state. Working on the relocation of the gopher tortoises. The gopher tortoise was a state protected species, but now is being categorized as a threatened and endangered species. President Dale is required to relocate the tortoises from the safety area; however, getting permits to do so is becoming more difficult. He was able to get a permit amended to relocate the tortoises. Board Member Eckstein recommended President Dale consider the City's property in Geneva. President Dale clarified he had already considered it but it would need approval from the City. As of

April 30, 2009, the permitting process requires applicants to pay Florida Fish & Wildlife \$3,000.00 per tortoise relocated. President Dale will speak to Kenneth Wright, Kenneth Haddad and Nick Whiley asking them to exempt airports, where there is a safety issue. Motion by Board Member Eckstein, seconded by Secretary/Treasurer, allowing Chairman Longstaff to write a letter on behalf of the Board expressing the Authority's concern; and to request the support of the Florida Airports Council. Motion passed.

- F. Runway 18-36 Overlay – Project has been funded 100% with the economic stimulus money. Advertisement for bid has been published already. Pre-bid meeting will be held on May 19, 2009. The bids will be opened on May 29, 2009. The project is expected to last 100 days.
- G. Parking Lot C – Paving has been completed. The revenue equipment will be done in two weeks. Light poles are up and the lights will be done in one to two weeks.
- H. Security Fence and Gate Improvements – Project has started. The new gate has been placed on Carrier Avenue. Already 2/3 of the T-Hangar storage units have been reserved.
- I. Taxiway Romeo and Charlie – Board previously authorized installation of new conduit in Taxiway Romeo and Charlie. The parts are being ordered. This \$1.1 million project will be done in-house (force account).
- J. Bldg. 310 Improvements – Final inspections were conducted by the Fire Department. The first and second floors are almost complete; the second floor only needs a kitchen. The crews are currently working on the third floor. Already 46 students have moved in, and an additional 20 students are expected this month. Approximately 30 other students are still in China getting approved.

Diane Crews stated approximately 90-100 students at the building will be from China. Delta Connection Academy will also be marketing the dormitory to other students. Board Member Cattell questioned if there is onsite continuous supervision other than the police. Ms. Crews clarified three resident instructors have been assigned, one for each floor. The dormitory has been designed as co-ed but as of now only males are occupying the building. The dorm service agreement is between SAA and Delta Connection Academy (DCA). In turn, DCA makes a lease with the student and collects the rent. Chairman Longstaff questioned how long was the curriculum. Ms. Crews clarified the curriculum varies, from one year to up to 18 months. President Dale stated the Authority would provide the janitorial services, pest control, electric, and heating/air conditioning. Board Member Eckstein questioned if there was a chance for any type of litigation. President Dale clarified the Airport has a \$10 million liability policy covering the Airport and the City. The Airport also has a \$10 million casualty coverage. DCA has provided a certificate of insurance indemnifying the Authority and the City with a \$10 million policy. The Airport has a \$100 million policy.

President Dale commended Ms. Crews and the Maintenance and IT departments for their job.

- K. SR 46 Gap – Still waiting on the corrected deed. The Government Services Administration Property Disposal Division is still waiting for the deed release by the FAA.
- L. Wildlife
 - i. Airline Safety and Wildlife Protection Act of Florida – Both House Bill 1065 and Senate Bill 1864 passed unanimously. President Dale has been in Tallahassee six times testifying on behalf of the bill. Trying to get Governor Chris to sign at the Tallahassee airport.
 - ii. Birdstrikes – All airports are required to report birdstrikes; however, the Airport was not able to retrieve data from other airports. The FAA asked to keep the data privileged information. The Department of Transportation ruled over the FAA to make the data public. The data shows Orlando International Airport is number eight in the country, and has had over the past ten years ten times more birdstrikes as Orlando Sanford International Airport. President Dale clarified Orlando International Airport has a bigger environment. Jack Reynolds commented President Dale was instrumental in having the data shared. He has relayed President Dale's message that airports need to share the data.
- M. FAC Conference Reminder - The 40th Annual FAC Conference will be at the Loews Miami Beach Hotel. President Dale asked the Board to contact Diane Crews or Diana M. Muñoz-Olson if they plan on attending.
- N. Avocet Capital, LLC – President Dale discussed the leases signed between SAA and Avocet Capital, LLC, for a new 40,000 square foot hangar (with an additional 4,000 square feet of office space) to be built adjacent to the Northside Ramp; and for two existing facilities as well as the 5.39 acre ramp. The option agreement has three caveats: it needs the Board authorization; the company needs to provide financial information deemed satisfactory; and the lease term will be determined once the bids have been received.
- O. Hoyle, Tanner, & Associates, Inc. – Motion by Board member Miller, seconded by Board Member Eckstein, to officially terminate contract with Hoyle, Tanner & Associates, Inc.; and to allow the Request for Qualification to go out. Motion passed.
- P. Byrne Grant – Motion by Secretary/Treasurer Donihi, seconded by Board Member Gibson, authorizing President Dale to proceed with request of the Edward Byrne Memorial Justice Assistance Grant in the amount of \$109,350.00 and to accept it once it is received, to be used for license plate identification camera system and police car cameras or any other purposes that are police related. Motion passed.

Q. Rotating Beacon – AT&T (under New Cingular Wireless PCS LLC) will be building a rotating beacon tower. The Airport will only pay for the beacon and its maintenance. Board Member Miller questioned if the plans had been shown to the City. President Dale clarified it had been discussed with the City, but that the Authority did not need their approval. Board Member Miller expressed his concern about any ordinance that there might be. President Dale assured him that the project will go through the Design Review Committee and will discuss it with the City again. Motion by Board Member Williams, seconded by Secretary/Treasurer Donihi, to accept Lease No. 2009-17 and Memorandum of Lease between the Sanford Airport Authority and New Cingular Wireless PCS LLC. Motion passed.

5. COUNSEL'S REPORT

In regards to SAA and ACI/HTA, the lawsuit is continuing forward.

In regards to the Kondraki case, will be going to trial. Pre-trial is scheduled for June 2, 2009. The one-week twelve-jury trial is scheduled for June 22, 2009; a judge will be designated the week of the trial.

In regards to the Jett Aire appeal, President Dale stated the opposing counsel wanted to mediate. There will not be an offer of mediation.

6. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

A. Monthly Statistics for April 2009

- i. UK traffic total
April 2009 – **24,531** passengers
- ii. International traffic total
April 2009 – **27,868** passengers
- iii. Domestic traffic total
April 2009 – **132,311** passengers
- iv. Percentage
International traffic is down 41% compared to April 2008. Domestic traffic is up 35% compared to April 2008. Total traffic is up 10% compared to April 2008. Year-to-date traffic is down 3% compared to 2008.

B. Airlines/Tour Operators Update

None

C. Miscellaneous Updates

- i. Hudson Group – The Indulgences and Discover Orlando Sanford stores have opened. Grand opening of the Phase II stores is scheduled for May 21st at 3:00 p.m.
- ii. FAC Environmental Award – As requested by President Dale, Orlando Sanford International Inc., in conjunction with Energy Systems Group, will submit the application to the 2009 FAC Environmental Award. The paperwork will be submitted as an airport project.
- iii. Training – As required by Abertis Airports, OSI staff took risk management training to lower insurance cost.
- iv. Fuel supply – Greg Dull is in England meeting with various airlines to discuss fuel supply for the summer.
- v. SSP Contract – Motion by Board Member Eckstein, seconded by Secretary/Treasurer Donihi, to extend SSP America's contract an additional 5-year term, bringing their lease to end in 2016. Motion passed.

President Dale stated he has been under discussions with Customs and has submitted a request to be one of the airports allowed to travel to Cuba. There were no objections from the Board.

7. LIAISON REPORTS

City of Sanford

None.

Seminole County

Commissioner McLean congratulated President Dale on the passing of House Bill 1065, the Airline Safety and Wildlife Protection Act of Florida.

Regarding the County budget, he expects there will be job layoffs. The budget will be reviewed on May 21, 2009, when County Manager Cindy Coto presents her recommendations to the County Board.

Regarding SunRail, Commissioner MacLean thanked the Board for its support. He expressed his amazement at the results.

8. CHAIRMAN'S REPORT

Chairman Longstaff commented he flew out of the Airport and was very proud of the service. The quality of service provided by the Airport and TSA was phenomenal. President Dale clarified this quality of service happens because he meets with TSA and OSI on a weekly basis to discuss issues.

9. CONSENT AGENDA

- A. Consider ratification of President Dale's signature on Lease No. 2009-13 with AVOCET CAPITAL, LLC for Building No. 147, located at 1722 Hangar Road (Warehouse/Office/Ramp); and Building No. 141, located at 2774 Carrier Avenue (Warehouse/Office); and 5.39 acres of ramp (Northside Ramp).

On April 14, 2009 the Board authorized the execution of lease with Avocet Capital, LLC for two existing facilities, the 5.39 acre Northside Ramp and Demolition Pad. Staff recommends ratification of President Dale's signature on Lease No. 2009-13 with AVOCET CAPITAL, LLC. The lease shall have a one (1) year term, commencing on May 1, 2009. The lease consists of 14,400 square feet of Building No. 147, along with 61,410 square feet of ramp and 17,529 square feet of land, located at 1722 Hangar Road; 7,940 square feet of Building No. 141, located at 2774 Carrier Avenue; and 5.39 acres (234,788 square feet) of ramp (Northside Ramp), with annual and monthly rents calculated as follows:

Building 147	14,400 sf @ \$4.25 sf=	\$ 61,200.00
Building 141	7,940 sf @ \$3.50 sf	= \$ 27,790.00
Northside Ramp	234,788 sf @ \$0.25 sf =	<u>\$ 58,697.00</u>
	Annual	= \$147,687.00
	Monthly	= \$ 12,307.25
	7% Sales Tax=	<u>\$ 861.51</u>
	Total Monthly	= \$ 13,168.76

Plus applicable state and local taxes, with the exception that the first rental payment will commence on May 15, 2009 in the amount of \$7,221.43, calculated as follows:

17 days [May 15 – May 31, 2009] @	\$397.00	= \$6,749.00
	7% Sales Tax=	<u>\$ 472.43</u>
	Total Monthly	= \$7,221.43

Note: The tenant does commercial aircraft maintenance, repairs and demolition, and sells aircraft parts.

- B. Consider ratification of President Dale's signature on Option Agreement with AVOCET CAPITAL, LLC to lease a 44,000 square foot hangar/office building to be constructed by the SAA.

SAA has a 50/50 capacity enhancement grant to construct a commercial hangar, and has targeted the site adjacent to and north of the 5.39 acre Northside Ramp for this purpose. On April 14, 2009, the Board conceptually approved construction of this facility.

The Option Agreement grants the option to Avocet Capital, LLC to lease the 44,000 square foot hangar/office building under the same general terms and conditions as provided in Lease No. 2009-13, with the noted exceptions of term length, rental rate, and other changes as may be practical; AND contingent upon provision by Avocet of satisfactory evidence of financial capability; AND subject to the Board's authorization of construction.

Pursuant to the Option Agreement, the option term will commence on May 1, 2009, and terminate at close-of-business on the tenth (10th) day following presentation by SAA to Avocet of the final draft of the Lease for the new hangar facility. SAA will present a Lease for the facility to Avocet no less than 10 days following receipt of contract pricing in response to a publicly advertised request for proposal for construction of the facility. If Avocet desires to exercise the lease option, they must exercise the option by executing the Lease no later than close-of-business on the tenth (10th) day from the date of receipt of the Lease, prior to SAA entering into a contract for construction of the facility.

Note: The tenant does commercial aircraft maintenance, repairs and demolition, and sells aircraft parts.

- C. Consider ratification of President Dale's signature on Lease No. 2009-14 with AVOCET CAPITAL, LLC for 12,500 square foot Demolition Pad, located at Don Knight Lane.

On April 14, 2009 the Board authorized the execution of lease with Avocet Capital, LLC for two existing facilities, the 5.39 acre Northside Ramp and Demolition Pad. Staff recommends ratification of President Dale's signature on Lease No. 2009-14 with AVOCET CAPITAL, LLC for 12,500 square foot Demolition Pad, located at Don Knight Lane. The lease shall have a ten (10) year term, commencing on May 1, 2009. The lease consists of 12,500 square foot Demolition Pad at a cost of \$1.35 per square foot. The annual rental rate is \$16,875.00; the monthly payment is \$1,406.25, exclusive of taxes. Payments will begin upon completion of construction of the Demolition Pad.

Note: The tenant does commercial aircraft maintenance, repairs and demolition, and sells aircraft parts.

- D. Consider approval of Lease No. 2009-08 with C & R PALLET CO. for Building No. 513, located at 3905 Moores Station Road (Warehouse/Office).

Staff recommends approval of Lease No. 2009-08 with C & R PALLET CO. for Building No. 513, located at 3905 Moores Station Road (Warehouse/Office). The lease shall have a two (2) year term, commencing on May 1, 2009. The lease consists of 2,250 square feet of office and warehouse space at \$5.34 per square foot. The annual rental rate is \$12,000.00; the monthly payment is \$1,000.00, exclusive of taxes.

Note: The tenant removes pallets and sells custom size pallets.

- E. Consider approval of Addendum E to Lease No. 2003-15 with JET STAR, INC. for Building No. 409, located at 1160 30TH Street (Warehouse/Office).

Staff recommends approval of Addendum E to Lease No. 2003-15 with JET STAR, INC. for Building No. 409, located at 1160 30TH Street (Warehouse/Office). The lease shall have a one (1) year term, commencing on May 1, 2009. The building consists of 5,460 square feet at \$4.78 per square foot; and 2,405 square feet of land at \$0.39 per square. The annual rental rate for the year is \$27,036.75; the monthly payment is \$2,253.06 exclusive of taxes.

Motion by Board Member Eckstein, seconded by Board Member Miller, to approve Consent Agenda Items A through E. Motion passed.

10. DISCUSSION AGENDA

None

11. COMMENTS FROM THE PUBLIC

None

12. OTHER BUSINESS

Board Member Gibson questioned the status on the request made by Starport for the F-4 Phantom Fighter. President Dale clarified the process will take some time.

13. REMINDER OF NEXT BOARD MEETING (TUESDAY, JUNE 2, 2009)

14. REMINDER OF NEXT BOARD JULY BOARD MEETING (JUNE 30, 2009)

15. ADJOURNMENT

There being no further business, the regular meeting was adjourned at 10:10 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

April 20, 2009

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 (April 25, 2009) 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 May meeting on Tuesday, May 5, 2009, 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.

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

Certified proof of publication and invoice should be sent to:

Attn: Diana M. Muñoz-Olson
Sanford Airport Authority
1200 Red Cleveland Boulevard
Sanford, FL 32773

Please do not hesitate to call me at (407) 585-4002 if you have any questions.

Sincerely,

Diana M. Muñoz-Olson
Executive Assistant

PUBLIC NOTICE

BOARD MEETING

The regular meeting of the Sanford Airport Authority will be held on Tuesday, May 5, 2009, 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.

SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting scheduled for the month of May has been cancelled. Information may be obtained by calling (407) 585-4006.

USER GROUP

The Airport User Group meeting will be held on Tuesday, May 12, 2009, 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) meetings are conducted on the first Wednesday of each month unless otherwise posted. The next meeting will be held on Wednesday, May 6, 2009 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) 585-4002.

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