

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
TUESDAY, JUNE 2, 2009**

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**PRESENT:** G. Geoffrey Longstaff, Chairman  
Tim Donihi, Secretary/Treasurer  
David L. Cattell  
Whitey Eckstein  
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  
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  
Jennifer Taylor, Project Coordinator

**OTHERS PRESENT:** Eric Bain, CH2M Hill  
Krysty Carr, S.E. Ramp Development  
Marisol Elliott, PBS&J  
Tracy Forrest, Winter Park Construction  
Richard Kondracki  
Geoff Lane, Starport  
Bill McGrew, PBS&J  
James L. Meade, Mears Transportation  
Francois D. Menard, CH2M Hill  
Al Nygren, O.R. Colan Associates  
Dan Parks, HDE, Inc.  
Jack Reynolds, JRA, Inc.  
Keith Robinson, TBI  
Sandeep Singh, AVCON  
Kevin Spolski, Spolski Construction  
Alex Woodward, Abertis Airports

1. INTRODUCTION OF GUESTS AND CALL TO ORDER

The meeting was called to order at 8:36 a.m.

## 2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

## 3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON MAY 5, 2009

Motion by Board Member Williams, seconded by Secretary/Treasurer Donihi, to approve the minutes from the regular meeting held on Tuesday, May 5, 2009. Motion passed.

## 4. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Extension of Runway 9L-27R – The FONSI (Finding Of No Significant Impact) for the Environmental Assessment was received. The FONSI will be advertised 3 different days, followed by a 30-day waiting period before applying for the grant. President Dale expects to receive the grant for land acquisition then, and soon thereafter, he expects to receive the grant for the design.
- B. Runway 18-36 Rehabilitation – Progressing well. The bids were opened on May 29, 2009. Four bids were received ranging from \$2,922,963.01 to \$3,269,613.70. AVCON has done the due diligence for the apparent low bidder. AVCON recommended the project be awarded to APAC, subject to receiving FAA funding and bond insurance. Board Member Miller questioned if the company had previously done extensive airport work. President Dale stated it is a nationwide company, but all workers for this project will be local. A pre-bid meeting was held to discuss the specifications. Frank Liberatore and Annabelle DiCarlo will supervise the project and APAC representatives seemed confident in their ability to do the job. Project has been funded 100% with the economic stimulus money. Board Member Miller just wanted to be sure they know what it is like to work at an Airport. Motion by Secretary/Treasurer Donihi, seconded by Board Member Cattell, to award the project in the amount of \$2,922,963.01 to APAC, as apparent low bidder, subject to review by Counsel, and receipt of FAA funding and bond insurance. Motion passed.
- C. Parking Lot C – Project is expected to be completed by June 8, 2009.
- D. Hudson Group – President Dale thanked those in attendance at the Phase II stores grand opening and offered a tour for those interested in seeing the facilities.
- E. Security Fence and Gate Improvements – Project is progressing well, approximately 38% complete. The new gate has been installed on Carrier Avenue.

- F. Improvements for the upgrade for the airfield signage – Lighting improvements for Taxiway Romeo and Charlie have begun. Working on installing sign faces.
- G. Bldg. 310 Improvements – Already two resident instructors and 48 students have moved in. The second floor is complete with the exception of the dividing walls. Demolition on the 3<sup>rd</sup> floor has begun. The windows will be replaced and improvements are expected to be done by the end of June. Seventeen students (coming from apartments) are expected at the end of June. Thirty-one students from China will be arriving mid July. At the end of July twenty more will be coming from other apartments, and fifteen more are coming from China in August. The first female student is expected in July. Approximately \$369,000.00 has been spent on improvements. President Dale expects to spend \$500,000.00 once all the renovations are done.
- H. Bid Protest and Dispute Resolution Policy & Procedure – The Airport Improvement Program requires policy and procedures for bid protest and dispute resolution. Motion by Board Member Miller, seconded by Board Member Williams, to adopt Policy and Procedure for Construction in regards to bid protest/dispute resolution, subject to review by Counsel. Motion passed.
- I. Revised Rules of Operations for SAA Board Members, Officers, and Liaisons – Motion by Secretary/Treasurer Donihi, seconded by Cattell, to approve the revised Rules of Operations for SAA Board Members, Officers, and Liaisons. Motion passed.
- J. Attorneys' Fees – At the time of the meeting the May attorneys' fees had not been received.
- K. SR 46 Gap – On May 12, the court issued the final order of judgment for the quiet title for the 30' gap from the King estate. The FAA did the deed release on May 21, 2009. The GSA should issue the quit claim deed for the 15' gap from the U.S. Government the week of the meeting.
- L. Wildlife
  - i. Article – President Dale discussed an article about eagles flourishing and decimating a protective species.
  - ii. Airline Safety and Wildlife Protection Act of Florida – Both House Bill 1065 and Senate Bill 1864 passed unanimously. The Act was scheduled to be submitted to Governor Christ on the day of the meeting.
- M. FAC Conference Reminder – President Dale reminded the Board that the TBI dinner will be Sunday night (August 2, 2009); the AVCON dinner will be Tuesday night (August 4, 2009).

- N. Avion Jet Center – Avion Jet Center is in debt to two individuals who would like to operate the FBO. Their attorney is under discussions with Counsel. Board Member Miller stated their business plan should reflect what the Airport’s customers are accustomed to. President Dale assured the Board the FBO agreement is the business plan. Consensus of the Board for President Dale to work with Counsel in regards to Avion Jet Center.
- O. Master Drainage System - There were 15.29” of rain at the Airport in a 3-day period. Because of the drainage system, there were no flooding problems.
- P. Grants – Motion by Board Member Williams, seconded by Board Member Cattell, to accept grant in the amount of \$3,136,696.00 for various projects (Airfield Improvements, Computerized Interactive Training System, Part 1542 Security Enhancements – fencing, gates, cameras, radio consoles). Motion passed.
- Q. Master Plan Update – Motion by Secretary/Treasurer Donihi, seconded by Board Member Williams, authorizing the Master Plan update, with the Authority’s portion (2½%) not to exceed \$25,000.00. Motion passed.
- R. Master Plan – Motion by Secretary/Treasurer Donihi, seconded by Board Member Cattell, to approve for PBS&J to do Master Plan task order, not to exceed \$948,248.00, contingent upon funding and FAA’s approval of independent cost estimate. Motion passed.
- S. Letter from Don Fisher – President Dale discussed thank-you letter from Don Fisher.
- T. Article – President Dale discussed article submitted by Board Member Cattell in regards to POD hotels. The POD is a small sleep unit placed in airport terminals to be used by travelers.
- U. Allegiant – The airline received the FAA Maintenance Technician Diamond Award of Excellence.
- V. Noise grant – Pre-application for \$5.1 million grant was submitted to the FAA. Appraisals are currently being done.
- W. South East Ramp – President Dale distributed a picture of the new entrance sign at the Southeast Ramp.
- X. Aerial photographs - President Dale distributed aerial photographs of the ongoing projects.

5. COUNSEL’S REPORT

In regards to the Kondracki case, a resolution has been reached subject to Board approval. Motion by Board Member Pieters, seconded by Secretary/Treasurer Donihi, to accept settlement agreement in the amount of \$335,000.00. The Authority is also responsible for Kondraki's expert fees and costs. Motion passed.

The Robinson acquisition was finalized the previous week. President Dale stated the Authority will submit the application to annex the properties and rezone to Restricted Industrial (RI-1). The Authority will also petition to vacate Frog Alley and Green Way.

The Parking Garage still continues to have problems with the caulking. The problem is a warranty item and not the responsibility of OSI. The Authority has received two quotes. Motion by Board Member Pieters, seconded by Board Member Cattell, authorizing President Dale to accept bid not to exceed \$76,900.00. Motion passed.

## 6. TBI REPORT

TBI Director of Finance Keith Robinson reported on the following:

### A. Monthly Statistics for May 2009

- i. Domestic traffic total  
May 2009 – **111,000** passengers
- ii. International traffic total  
May 2009 – **52,000** passengers
- iii. Traffic total  
May 2009 – **167,000** passengers
- iv. Percentage  
International traffic is down 53% compared to May 2008. Domestic traffic is up 15% compared to May 2008. Total traffic is down 13% compared to May 2008. Year-to-date traffic is down 6% compared to 2008.

### B. Airlines/Tour Operators Update

- i. Icelandair – Flights have been suspended from May until September.
- ii. Allegiant – The airline is operating charters to Cuba from Miami.
- iii. Direct Air – Extra landings from Punta Gorda, approximately 10 landings in mid June.

### C. Miscellaneous Updates

- i. Hudson Group – Grand opening of the Phase II stores was held on May 21<sup>st</sup> at 3:00 p.m. OSI was pleased with the outcome; a number of guests came from out of town.
- ii. Food concession improvements – The project was brought to DRC for review and it is at 25% design stage. Board Member Pieters questioned if OSI has surveyed the passengers for their opinion. Mr. Robinson stated he will discuss with Mr. Gouldthorpe the possibility of doing an in depth survey.

## 7. LIAISON REPORTS

### City of Sanford

None.

### Seminole County

Regarding the County budget, Commissioner McLean stated 101 positions were eliminated. The County is considering eliminating parks and other facilities.

## 8. CHAIRMAN'S REPORT

- A. RFP & RFQ – It was the consensus of the Board to not be lobbied by companies submitting Request for Proposal or Request for Qualifications.
- B. 44,000 square foot Hangar – The Authority has received a 50/50 grant from the state. Bryant Garrett had discussed loan options with CNL Bank for \$3 million. President Dale believes it will be important for the Airport to have a commercial hangar for B-767. President Dale would like to proceed with design build, site work, and bid process.

Motion by Board Member Miller, seconded by Board Member Cattell, authorizing President Dale to put forward an RFP for design build with specifications to be approved by the fire marshal; and to negotiate a lease with Avocet Capital, LLC, to include a letter of credit for 3 years. Board Member Eckstein opposed the motion. Motion passed.

## 9. CONSENT AGENDA

- A. Consider approval of Addendum B to Lease No. 2007-14 with ALLEGIANT AIR, LLC for Building No. 502-3, located at 2923 Carrier Avenue (Office).

Staff recommends approval of Addendum B to Lease No. 2007-14 with ALLEGIANT AIR, LLC for Building No. 502-3, located at 2923 Carrier Avenue (Office). Addendum B extends the lease term for one (1) additional year, effective July 1, 2009. The building consists of 280 square feet,

at \$17.14 per square foot. The annual rental rate is \$4,800.00; the monthly payment is \$400.00 exclusive of taxes.

- B. Consider approval of Addendum C to Lease No. 2006-37 with ALLEGIANT AIR, LLC for Building No. 502-4, located at 2919 Carrier Avenue (Office).

Staff recommends approval of Addendum C to Lease No. 2006-37 with ALLEGIANT AIR, LLC for Building No. 502-4, located at 2919 Carrier Avenue (Office). Addendum C extends the lease term for one (1) additional year, effective June 1, 2009. The building consists of 280 square feet, at \$17.14 per square foot. The annual rental rate is \$4,800.00; the monthly payment is \$400.00 exclusive of taxes.

- C. Consider approval of Addendum B to Lease No. 2007-15 with ALLEGIANT AIR, LLC for Building No. 502-6, located at 2909 Carrier Avenue (Office).

Staff recommends approval of Addendum B to Lease No. 2007-15 with ALLEGIANT AIR, LLC for Building No. 502-6, located at 2909 Carrier Avenue (Office). Addendum B extends the lease term for one (1) additional year, effective July 1, 2009. The building consists of 280 square feet, at \$17.14 per square foot. The annual rental rate is \$4,800.00; the monthly payment is \$400.00 exclusive of taxes.

- D. Consider approval of Lease No. 2009-15 with MAGIC SIGNS BY SAMS GRAFIX for Building No. 148, located at 1711 Hangar Road. (Warehouse/Office).

Staff recommends approval of Lease No. 2009-15 with MAGIC SIGNS BY SAMS GRAFIX for Building No. 148, located at 1711 Hangar Road. (Warehouse/Office). The lease shall have a one (1) year term, effective April 1, 2009. The lease consists of 4,020 square feet of office and warehouse space, at \$3.08 per square foot. The annual rental rate is \$12,663.00; the monthly payment is \$1,055.25 exclusive of taxes.

Note: The tenant manufactures signs.

- E. Consider approval of Lease No. 2009-16 with KYLE C. STEINMEYER for Building No. 531, located at 3575 Marquette Avenue (Residential).

Staff recommends approval of Lease No. 2009-16 with KYLE C. STEINMEYER for Building No. 531, located at 3575 Marquette Avenue (Residential). The lease shall have a one (1) year term, commencing on May 1, 2009. The annual rental rate is \$12,000.00; the monthly payment is \$1,000.00.

- F. Consider approval by Resolution of Supplemental Joint Participation Agreement (SJPA) FM Number 418510 1 94 01, to conduct a Benefit Cost Analysis and Environmental Assessment for the Extension of Runway 9L-27R.

Staff recommends approval of Joint Participation Agreement (SJPA) FM Number 418510 1 94 01, to conduct a Benefit Cost Analysis and Environmental Assessment for the Extension of Runway 9L-27R; and Resolution Number 2009-05.

Motion by Board Member Williams, seconded by Secretary/Treasurer Donihi, to approve Consent Agenda Items A through F. Motion passed.

10. DISCUSSION AGENDA

None

11. COMMENTS FROM THE PUBLIC

None

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

13. REMINDER OF AUGUST BOARD MEETING (JULY 30, 2009)

14. ADJOURN FOR BREAK

The regular meeting was adjourned at 10:33 a.m. for a break before the review of draft SAA Budget FY 2009-2010. Board Member Eckstein left at this time.

15. OTHER BUSINESS

- A. Review of Draft SAA Budget FY 2009-2010 – The regular meeting continued at 10:50 a.m. President Dale and Staff briefed the Board on the Airport Authority Fiscal Year 2009-2010 Proposed Operating and Capital Budget. Board Member Williams left at 11:15 a.m. Discussion ensued.

16. ADJOURNMENT

There being no further business, the regular meeting was adjourned at 11:32 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)

May 19, 2009

Via email: [legals@mysanfordherald.com](mailto: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 (May 24, 2009) 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 June meeting on Tuesday, June 2, 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, June 2, 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 will be held on Tuesday, June 9, 2009, 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, June 9, 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) meeting scheduled for Wednesday, June 3, 2009, has been cancelled. 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) 585-4002.

Larry A. Dale  
President & CEO