

**MINUTES
SANFORD AIRPORT AUTHORITY
SPECIAL MEETING - BUDGET WORKSESSION
THURSDAY, JUNE 24, 2010
3:00 P.M.**

- PRESENT:** **G. Geoffrey Longstaff, Chairman
Tim Donihi, Vice-Chairman
William T. Litton, Secretary/Treasurer
David L. Cattell
Whitey Eckstein
William R. Miller
Stephen P. Smith
Brindley B. Pieters**
- ABSENT:** **John A. Williams**
- 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:** **Brady Lessard, CPH Engineers, Inc.
Jack Reynolds, JRA, Inc.
Keith Robinson, TBI
Sandeep Singh, AVCON**

1. CALL TO ORDER

The meeting was called to order at 3:14 p.m.

2. ADVERTISEMENT OF MEETING

Copies attached.

3. AGENDA ITEMS

- A. Consider approval of Lease No. 2010-16 with CITY OF SANFORD for Building 132, located at 2805 Carrier Avenue, and the small garage located immediately south of Building 310, located at 1345 E. 28th Street.

Consider approval of Lease No. 2010-16 with CITY OF SANFORD for Building 132, located at 2805 Carrier Avenue, and the garage located immediately south of Building 310, located at 1345 E. 28th Street (office).

The lease shall have a one (1) year term, commencing on July 1, 2010. The lease consists of 2,152 square feet of office space at \$5.00 per square foot. Note: There is no charge for the garage. The annual rental rate is \$10,760.00 the first year; the monthly payment is \$896.67. The building will be used by Seminole Youthbuild, Inc. for a community improvement program for disadvantaged youth.

NOTE: This lease was approved by the City Commission on June 21, 2010.

Staff recommends approval of Lease No. 2010-16 with CITY OF SANFORD for Building 132, located at 2805 Carrier Avenue, and the garage located immediately south of Building 310, located at 1345 E. 28th Street (office).

Motion by Board Member Smith, seconded by Board Member Cattell, to approve Agenda Item A. Motion passed.

- B. Consider approval of Task Order No. 5 for CPH ENGINEERS, INC. in the amount of \$1,214,958.00 to provide professional engineering services for the design of Runway 9L-27R and Taxiway "B" Extension.

CPH ENGINEERS, INC. has submitted Task Order No. 5 to provide professional engineering services for the design of Runway 9L-27R and Taxiway "B" Extension.

The lump sum cost of this task order is \$1,214,958.00, comprised of the following fee split:

- \$415,333.00	CPH Engineers, Inc. (Prime/Surveys/Roadways/ Utilities/Drainage/Stormwater Management/ Permitting)
- \$352,333.00	Wilbur Smith & Associates, Inc. (Project Manager/ Airfield Grading/Pavements/Marking/Fencing/ Phasing/ Safety)
- \$352,333.00	AVCON, Inc. (Electrical/Nav aids/ILS/FAA Coordination)
- \$94,959.00	Subconsultants (Aerial survey, geotech, and testing)
- \$1,214,958.00	TOTAL

Staff recommends approval of Task Order No. 5 for CPH ENGINEERS, INC. in the amount of \$1,214,958.00 to provide professional engineering services for the design of Runway 9L-27R and Taxiway "B" Extension.

Motion by Board Member Donihi, seconded by Secretary/Treasurer Litton, to approve Agenda Item B. Motion passed.

- C. Consider authorization of Chairman to execute the General Release between the Seminole County Sheriff's Office and Hunt Insurance Group, LLC, AND the Sanford Airport Authority and SAPD Officer Joseph E. Goslin.

Consider approval to authorize Chairman to execute the General Release between the Seminole County Sheriff's Office and Hunt Insurance Group, LLC, AND the Sanford Airport Authority and SAPD Officer Joseph E. Goslin.

BACKGROUND:

- On December 28, 2009, SAPD Officer Joe Goslin was bitten on the right forearm by a dog that belongs to the Seminole County Sheriff's Office. Officer Goslin was at the Vehicle Inspection Station drying his vehicle with a towel. Evidently, a Seminole County Sheriff's canine officer was nearby with his dog, which was not restrained and attacked Officer Goslin.
- Officer Goslin was taken to South Seminole Hospital for treatment and a first report of injury was filed with the Airport's worker's compensation carrier, PGIT.
- Larry Dale spoke to Chief Deputy Steve Harriett about the incident and was advised that the Sheriff's Office would assume liability for the incident.
- Officer Goslin developed complications and had to return to South Seminole Hospital and CentraCare numerous times for treatment between December 28, 2009 and February 1, 2010.
- The total amount paid by SAA was \$ 7,510.83 and was billed to the Sheriff's Office for reimbursement.
- The Sheriff's Office is ready to remit payment provided the SAA and Officer Goslin sign a General Release.
- The worker's compensation carrier, PGIT, advised "As long as the medical records don't indicate any additional treatment and he was placed at MMI and he has been working without any issues, then you can go ahead with the release".
- The SAA decided to bill PGIT for the expenses and have PGIT contact the Sheriff's Office for reimbursement, and submitted all documentation and invoices to PGIT, per their request. PGIT has now said they would prefer that the SAA seek reimbursement directly from the Sheriff's Office. According to PGIT, if Officer Goslin has any related problems in the future, PGIT would reopen the claim and pay accordingly for his expenses.

Staff recommends authorization of Chairman to execute the General Release between the Seminole County Sheriff's Office and Hunt Insurance Group, LLC, AND the Sanford Airport Authority and SAPD Officer Joseph E. Goslin.

Motion by Board Member Donihi, seconded by Board Member Cattell, to approve Agenda Item C, subject to Officer Goslin signing the release and letter from Counsel

stating the Authority would cover any future problems under the Worker's Compensation law. Motion passed.

D. Review of Draft SAA Budget FY 2010-2011.

President Dale, CEO, and Staff, briefed the Board on the Airport Authority Fiscal Year 2010-2011 Proposed Operating and Capital Budget.

Discussion ensued.

Board Member Cattell requested a matrix for the customer facility charges, public safety fees, landing fees, and passenger facilities charges.

Board Member Miller requested a salary matrix for the positions making less than \$10.00 an hour.

It was the consensus of the Board to review both matrices on the next meeting.

4. OTHER BUSINESS

[Discussed out of order after Agenda Item C]

President Dale briefed the Board on the new wildlife rule (Rule 68A-9-012). The day before the meeting, the new rule passed unanimously.

Chairman Longstaff explained to the Board how President Dale's evaluation is done. He requested evaluations be submitted no later than July 25th, in order to get them ready for review before the August meeting. Based on the calculations, Chairman Longstaff would then meet with President Dale to discuss the terms of the contract.

5. COMMENTS FROM THE PUBLIC

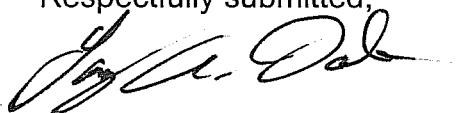
None

6. REMINDER OF NEXT BOARD MEETING (JULY 6, 2010)

7. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:14 p.m.

Respectfully submitted,



Larry A. Dale, President & CEO



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

June 8, 2010

Via email: legals@mysanfordherald.com

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

Attn: Scott, Legal Classified

Please publish the following Public Notice one (1) time in the **Sunday edition (June 13, 2010) of the Sanford 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 a regular specially called meeting on Thursday, June 24, 2010, at 3:00 p.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. Muñiz-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. Muñiz-Olson
Executive Assistant

PUBLIC NOTICE

Sanford Airport Authority Board Meeting

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Larry A. Dale
President & CEO