

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
TUESDAY, JUNE 3, 2008**

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**PRESENT:**                   **G. Geoffrey Longstaff, Chairman  
Clyde H. Robertson, Jr., Vice Chairman  
Tim Donihi, Secretary/Treasurer  
David L. Cattell  
William R. Miller  
Brindley B. Pieters  
Comm. Jack T. Bridges, City Liaison  
Brett Renton, Airport Counsel**

**ABSENT:**                   **Whitey Eckstein  
Colonel Charles H. Gibson  
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:**     **David Doudney, Doudney Surveyors  
Larry Gouldthorpe, OSI  
Lee Hein  
Krysty Kress, S.E. Ramp Development  
Geoff Lane, Starport  
Bill McGrew, PBS&J  
James L. Meade, Mears Transportation  
Robert Palm, AVCON  
Stan Poloski  
Jack Reynolds, JRA, Inc.  
Bob Tunis, City of Sanford Economic Dev. Director**

**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 6, 2008

Motion by Board Member Miller, seconded by Board Member Robertson, to approve the minutes from the regular meeting held on Tuesday, May 6, 2008.

Motion passed.

### 4. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Extension of Runway 9R-27L – Will open the morning of the meeting for VFR purposes. Finished with work on the safety area in regards to the ILS. Project is scheduled to be done sometime in August.
- B. Extension of Runway 9L-27R – Draft of the Benefit Cost Analysis (3<sup>rd</sup> revision) has been sent to the FAA in Washington, DC for initial review. Grant for \$3 million includes the Benefit Cost Analysis and the Environmental Assessment.
- C. Overlay of Runway 9L-27R – Pre-bid meeting took place on May 30, 2008; only 4 bidders attended. Bid opening will take place on June 16, 2008.
- D. Best Western Hotel – President Dale and Ms. Crews met with Nash Hooda and the general contractor of the project. Concerned about \$1 million cost for site work due to running drainage west to large retention pond.
  - Tape stopped for emergency call at 8:43 a.m.
  - Tape restarted at 8:44 a.m.

Cost to build an onsite retention pond will be approximately the same amount; however, it would take about 1 ½ acres of land. The project will need to be re-permitted. Chairman Longstaff questioned how long the project will be delayed by this change. President Dale stated it depends on how fast the engineer can re-calculate the figures and complete the plans. Board Member Miller questioned how much area is covered by the original design of the pond. President Dale clarified the design incorporated a portion of the Commerce Park, but could accommodate the land next to it. Board Member Miller stated his concern that land, which could be developed, will be lost.

Chairman Longstaff requested the original timeline. President Dale Stated the site permit is ready to be issued, waiting for a cost estimate. However, due to the change, it will have to be resubmitted. Original timeline had construction beginning April of 2007. The revised timeline had construction starting March 31, 2008. The extended timeline had construction starting August 2008. The monthly payment of

\$4,665.58 was extended to begin September 1, 2009. No restrictions were placed on how they get the stormwater permit. Board Member Miller questioned if the 1 ½ acre is encompassed in the lease. President Dale clarified the figure is only an estimation. Chairman Longstaff questioned how this new pond would affect the phases. President Dale believes there is enough room to do both phases. Board Member Miller stated he has seen the drawings and noticed the meeting space seemed smaller than in the original plan. He questioned if the size of the meeting space will be cut down further in the future. President Dale stated the hotel still has the meeting space in the first phase. The second phase includes two restaurants and another hotel.

E. Parking Lot C – In the engineering stages. Application for stormwater permit has been sent to St. John's River Water Management District. The parking will have 180 spaces. The Sanford Airport Authority will pay for half of the project with a 50/50 grant; TBI, Inc. will pay for other half.

F. Energy Saving Project – Project is progressing well, and ahead of schedule. Power outage practice took place on June 1, 2008.

G. Attorneys' Fees – Distribution and discussion of May's attorneys' fees.

H. City of Sanford

1. Consumptive Use Permit (CUP) for two wells – City of Sanford should have the Consumptive Use Permit transferred into its name. Kristi Aday requested additional information and is reviewing the Sanford Airport Authority's request for waiver of annexation/zoning/permitting fees in the amount of \$47,200.00 (based on the cost of the wells, the pumps, and the cost to attain CUP, discounted by 40%.)

2. Airport's Lease – President Dale and Ms. Crews met with Acting City Manager Kristi Aday and City Attorney Kenneth McIntosh on May 22, 2008 to discuss the Airport's lease. The Commission will receive a report from Mr. McIntosh.

I. Budget for Fiscal Year 2008-2009 – President Dale stated some revenue from the Commerce Park might decrease. He proposed the Budget Work Session take place on Tuesday, June 24, 2008 at 3:00 p.m. Due to conflicts, it was agreed the meeting would take place on Monday, June 23, 2008 instead (same time). The Budget will be submitted for tentative approval at the July 1, 2008 regular Board meeting. The Joint Work Session with the City of Sanford is tentatively scheduled for August 11, 2008.

J. TSA Cargo Screening Enclosure – The Orlando Sanford International Airport is the only CAT II airport not meeting the criteria of the Air Cargo Security Program. The buildout will be constructed at the Cargo building, under the TBI Cargo leasehold. It will be a first class facility with top of the line equipment. Contract

between the Sanford Airport Authority and TSA; the Airport will build it, then be reimbursed by TSA. President Dale expects a pledge from TSA in approximately 30 days. Motion by Secretary/Treasurer Donihi, seconded by Board Member Cattell, to approve construction of TSA Cargo Screening Enclosure, subject to reimbursement from TSA. Motion passed.

K. Request from Acoustic-Fab, Inc. Acoustic-Fab, Inc., tenant at building 515-2, is under negotiations to sell majority interest in equity to Tailwind Technologies, Inc., an Ohio-based operation. Tenant is asking for consent for assignment of lease in accordance with the lease agreement. Motion by Secretary/Treasurer Donihi, seconded by Board Member Cattell, granting provisional approval of request from Acoustic-Fab, Inc., contingent upon receiving satisfactory financial information. Motion passed.

#### L. Wildlife Management

1. Eagle update – A dead eagle was found on Runway 9L-27R. An Allegiant flight saw it while on the taxiway. The eagle already had maggots when found, and showed no obvious signs of trauma from an aircraft strike. However, because it was found on the runway, it had to be reported as an air strike.
2. Aquatic Life Removal – On the day of the meeting, representatives from the University of Florida Department of Fisheries will do a demonstration on pond/stream aquatic life removal. Board Member Pieters questioned if the pond had fish. President Dale stated nobody from the staff has seen an eagle eating at the Airport.
3. Eagle nest removal – No response received from the State. The Airport has applied to remove the nest once the nesting season is over. The wildlife assessment is scheduled to be completed by December 2008.
4. Birdstrike Conference – Scheduled to take place on August 19-21, 2008 at the Orlando Marriott Lake Mary. The early bird training session will take place on August 18, 2008. President Dale will be one of the featured speakers, along with John Metcalf (GOAA Supervisor of Wildlife) and Steven Payne (Shuttle Launch Director). President Dale wrote Congressman Mica requesting him to speak at the conference.
  - Tape stopped for emergency call at 9:23 a.m.
  - Tape restarted at 9:25 a.m.

Approximately 400 people are expected to attend the conference.

M. New Rank – Orlando Sanford International Airport has been ranked 15<sup>th</sup> busiest airport in the nation for 2007 for non-resident arrivals clearing U.S. Customs.

N. FAC Conference – Reminder of FAC Conference taking place July 20-23.

O. Allegiant Air Hangar Buildout – Allegiant Air needs a hangar for their MD80 aircraft. The original Memorandum of Understanding gave them the opportunity to build a hangar on the north side. One option is to modify Hangar number 146 to get the wings and tail height required. The second option would be to construct a membrane hangar. Both options cost approximately the same. Board Member Pieters recommended the Airport do what it can to accommodate Allegiant's needs. Chairman Longstaff stated that having a maintenance facility will be beneficial for the Airport. Board Member Cattell questioned if it would create more jobs. President Dale stated it would keep jobs at the Airport, and might create new ones. Board Member Miller questioned if this would be their main maintenance facility or would they contract out. President Dale clarified Allegiant will do the undercarriage work here, and contract out the rest of the work. Board Member Miller questioned how close the future Terminal expansion would get to this hangar. President Dale believes there is plenty of room to expand without reaching the hangar. Motion by Secretary/Treasurer Donihi, seconded by Board Member Pieters, to approve for President Dale to work with Allegiant Air on expanding Hangar No. 146 to accommodate Allegiant's MD80 aircraft. Motion passed.

P. Airport Police

1. Drug Seizure – U.S. Customs sent a letter to Officer Tony Méndez, commending him for his assistance during a marijuana seizure on May 26, 2008. The drug was found on a flight diverted to the Airport due to technical problems.
2. Apprehension of thief in Commerce Park – President Dale commended Sergeant Harry Herman and Officer Tom Fuehrer on the apprehension of a thief in the Airport Commerce Park on May 20, 2008.

## 5. COUNSEL'S REPORT

Brett Renton reported on the following:

A. Eminent Domain – The Annett parcel includes three individual parcels. Two and one-half (2 ½) of the parcels are represented by Thomas Callan, and one and one-half (1 ½) of the parcels are represented by Kurtis Bauerle. Reason for the dual representation is that one parcel is co-owned; the other two are individually owned. Joint mediation will take place on June 20, 2008. There is a case management order, and Counsel has fully complied with all the deadlines set for disclosures. Mr. Callan has not fully complied. He was given until noon to submit the expert report. If Counsel does not receive the documents by noon, Counsel will file a motion to strike his ability to use that expert, as well as sanctions against him as attorney of record. Counsel has case management

orders prepared for the Kondraki, Brown and Chairs Parcels. Counsel is waiting on trial dates.

- B. Closings – The Ashe property has been acquired. The Hunt property will close on Wednesday, June 4, 2008. Counsel is waiting on final documents from the Frasier property. All three properties are voluntary sales.
- C. ACI lawsuit - The case is going forward. Seventeen subpoenas have been served to all subcontractors. Depositions will take place in June 2008. Scheduled for trial in 2009.

## 6. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

### A. Monthly Statistics for May 2008

- i. UK traffic total  
May 2008 – **87,228** passengers
- ii. International traffic total  
May 2008 – **90,547** passengers
- iii. Domestic traffic total  
May 2008 – **97,314** passengers
- iv. Percentage  
UK traffic is up 10% compared to May 2007; however, Mr. Gouldthorpe does not believe that this is an indicator of the summer traffic. International traffic is up 9% compared to May 2007. Domestic traffic is up 57% compared to May 2007. Total traffic is up 29% compared to May 2007.

Board Member Pieters stated Delta recently stopped flights to Ft. Lauderdale out of Orlando International Airport. He questioned if Allegiant would be interested in adding this destination. Mr. Gouldthorpe stated he does not believe so. Currently, Allegiant is only interested in vacancies of smaller, less busy airports. Jack Reynolds stated the Benefit Cost Analysis estimated a \$2.4 million in fuel savings a year for operators at Orlando Sanford International Airport, compared to those operating out of Miami and Atlanta.

Chairman Longstaff questioned if the new charges for carry-on bags would be detrimental. Mr. Gouldthorpe clarified because domestic airlines cannot charge passengers for fuel they come up with other ways to increase revenue.

### B. Airlines/Tour Operators Update

None

C. Miscellaneous Updates

- i. Memorial Day Parking – Economy parking lot was completely full; Parking Garage was at 80% capacity.
- ii. Energy Conservation – Mr. Gouldthorpe thanked President Dale for assisting in the coordination. Starting to see savings in a small way.
- iii. Concession Upgrade - During the next Board meeting, Mr. Gouldthorpe will present to the Board a three-party agreement between the Sanford Airport Authority, Orlando Sanford International, Inc., and SSP America North Florida, Inc., for the concession upgrades. The agreement will bring some national brands to the domestic terminal.
- iv. 2008 Hurricane Season – Mr. Gouldthorpe stated his concerned for jet fuel supply. The Airport has plenty of capacity to store the fuel at the Taft and Hooker’s Point facilities. However, because jet fuel production has been delayed due to prolonged production of regular fuel, Mr. Gouldthorpe is looking for additional supplies.

7. LIAISON REPORTS

City of Sanford

None

Seminole County

None

8. CHAIRMAN’S REPORT

None

9. CONSENT AGENDA

- A. Consider approval of Addendum C to Lease No. 2005-12 with ARTICUS, INC. for Building No. 126, located at 2854 Flightline Avenue (Warehouse/Office).

Staff recommends approval of Addendum C to Lease No. 2005-12 with ARTICUS, INC. for Building No. 126, located at 2854 Flightline Avenue (Warehouse/Office). Addendum A

extends the lease term for one (1) additional year, effective June 1, 2008. The building consists of 6,658 square feet, at \$3.90 per square foot. The annual rental rate is \$25,966.20; the monthly payment is \$2,163.85 exclusive of taxes.

- B. Consider approval of Lease No. 2008-20 with DELTA CONNECTION ACADEMY for Building No. 113, located at 2729 Flightline Avenue (Warehouse/Office).

Staff recommends approval of Lease No. 2008-20 with DELTA CONNECTION ACADEMY for Building No. 113, located at 2729 Flightline Avenue (Warehouse/Office). The lease shall have a one (1) year term, commencing on July 1, 2008. The lease consists of 977.6 square feet of office and warehouse space at \$4.00 per square foot. The annual rental rate is \$3,910.40; the monthly payment is \$325.87, exclusive of taxes.

- C. Consider approval of Addendum A to Lease No. 2003-22 with SOUTHERN JET CENTER, LLC for Building No. 517, located at 1250 26<sup>th</sup> Place (Corporate/Maintenance Hangar).

Staff recommends approval of Addendum A to Lease No. 2003-22 with SOUTHERN JET CENTER, LLC for Building No. 517, located at 1250 26<sup>th</sup> Place (Corporate/Maintenance Hangar). Addendum A extends the lease term for five (5) additional years, effective June 2, 2008. The hangar consists of 20,000 square feet, at \$4.98 per square foot. The annual rental rate for the first year is \$99,600.00; the monthly payment is \$8,300.00.

- D. Consider approval of Addendum C to Lease No. 2001-15 with ORLANDO SANFORD INTERNATIONAL, INC. for Building No. 415, located at 3015 Carrier Avenue (Warehouse/Office).

Staff recommends approval of Addendum C to Lease No. 2001-15 with ORLANDO SANFORD INTERNATIONAL, INC. for Building No. 415, located at 3015 Carrier Avenue (Warehouse/Office). Addendum C extends the lease term for five (5) additional years, effective July 1, 2008. The lease consists of 12,750 square feet of building at \$6.00 per square foot; 7,000 square feet of land at \$0.25 per square foot; and 26,250 square feet of ramp at \$0.20 per square foot; The annual rental rate for the first year is \$83,500.00; the monthly payment is \$6,958.33 exclusive of taxes.

Motion by Board Member Robertson, seconded by Board Member Miller, to approve Consent Agenda Items A through C, and add-on Consent Agenda Item D.

Motion passed.

## 10. DISCUSSION AGENDA

None



11. COMMENTS FROM THE PUBLIC

None

12. OTHER BUSINESS

None

13. REMINDER OF BUDGET MEETING (MONDAY, JUNE 23, 2008)

14. REMINDER OF NEXT BOARD MEETING (TUESDAY, JULY 1, 2008)

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:07 a.m.

Respectfully submitted,

Larry A. Dale, President & CEO  
/dmm



SANFORD AIRPORT AUTHORITY  
1200 Red Cleveland Boulevard  
Sanford, Florida 32773  
(407) 585-4000 • Fax (407) 585-4045  
[www.orlandosanfordairport.com](http://www.orlandosanfordairport.com)

May 20, 2008

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

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

Attn: Legal Classified

Please publish the following Public Notices one (1) time in the Sunday edition (May 25, 2008) 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 3, 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.

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 3, 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.

## **SANAC**

The Sanford Airport Noise Abatement Committee (SANAC) meeting will be held on Tuesday, June 10, 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, June 10, 2008, 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) meeting scheduled for the month of June 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