

**MINUTES OF THE
SANFORD AIRPORT AUTHORITY
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MEETING
TUESDAY AUGUST 9, 2016**

PRESENT: William R. Miller, Chairman
U. Henry Bowlin
Jennifer T. Dane (12:11 p.m. via phone)
Tom Green

ABSENT: Tim M. Slattery

STAFF PRESENT: Diane Crews, President & CEO
George Speake, Executive Vice-President & COO
Don Poore, Chief Financial Officer
Bill Stack, IT Manager
Thomas Fuehrer, SAPD
Lori Hunt, Administrative Assistant
Al Nygren, Property Manager
Jerry Crocker, IT Director

OTHERS PRESENT: Frank S. Ioppolo, Jr.
Larry Gouldthorpe
Kevin Spolski
Sandeep Singh, AVCON
Mary Soderstrum, AVCON
Tim Shea, AVCON
John Mafera, McFarland Johnson
Zach Nelson, McFarland Johnson
John Baer, CPH Engineers
Jeremiah Owens, CPH Engineers
Hilary Maul, AVCON
David Cattell

1. CALL TO ORDER

The meeting was called to order at 12:03 p.m. by Chairman Miller.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. COMMENTS FROM THE PUBLIC

None

4. APPROVAL OF MINUTES OF THE MEETING HELD ON JULY 12, 2016

Motion by Board Director Bowlin, seconded by Board Director Green to approve the minutes of the meeting held on July 12, 2016. Vote taken, none opposed. Motion Passed.

5. PRESENTATION BY MCFARLAND JOHNSON – JOHN MAFERA, SE AVIATION OPERATIONS MANAGER & ZACH NELSON, SENIOR AIRPORT PLANNER

President Crews introduced two representatives from McFarland Johnson, John Mafera, SE Aviation Operations Manager in aviation and Zach Nelson a Senior Airport Planner. President Crews stated that she and Vice President Speake had seen a demonstration of their patented software product prior to the FAC Conference and felt this is something the Committee might want to consider.

John Mafera presented to the Committee a demonstration of the Land Development component the company provides.

President Crews clarified for the Committee that McFarland Johnson is a full service engineering firm from the northeast with seventy years' experience; however, in Florida their emphasis is on planning. In addition, they have partnered with AVCON and other engineering consultants, and this product has been used at a number of other airports.

6. REVIEW OF SCOPE OF WORK FOR COMMERCE PARK BUSINESS PLAN.

Chairman Miller stated that the Committee had been asked to review the Scope of Work for Commerce Park Business Plan. Sandeep Singh with AVCON was present to answer questions.

President Crews stated that monies were appropriated for the upcoming budget year for the development of non-aviation real estate. President Crews inquired if the Committee and then the Board needed to consider whether the development services being sought would be comprehensive of all the Airport's developable properties or divided into sections. President Crews had been given authorization to proceed with an RFQ for these services and requested direction from the Committee.

Board Director Green felt it would be hard to find a company to do all things well. Chairman Ioppolo stated the need for coordinated overview. Chairman Ioppolo stated regarding development goals for the Commerce Park he would rather see a real estate broker or developer opposed to an engineering firm.

Sandeep Singh addressed Chairman Ioppolo's concern; he stated that enhancements can be added to the scope of work. Mr. Singh referenced their relationships with other firms and parties that are not engineering or planning firms that can be brought in to address those areas that appear weak. AVCON has worked with McFarland Johnson and they actually worked together to prepare this scope of work. He felt there are some areas that can be enhanced to bring added value, and within the framework they can help develop the vision of the Commerce Park or outside values and use that as a marketing tool to generate interest.

Board Director Green stated his feedback was the plan is a very detailed overview and he would like to consider outsourcing management and leasing to perform a comparative analysis.

Board Director Bowlin reminded the Committee the budget is being driven by the Commerce Park.

7. DISCUSS SCOPE OF DESIRED SERVICES FOR RFQ FOR DEVELOPMENT CONSULTANT

President Crews stated she had been authorized in July to proceed with an RFQ and she asked to seek input from the EDAC committee regarding the scope of work. When considering what the Engineering consultants do she realized there is significant overlap and sought input from the Committee whether to keep the RFQ's separate for engineering and land development consulting.

Following discussion, the Committee concurred that the RFQ's be issued separately. President Crews stated there are three identifiable areas to be considered in the RFQ – the Airport Commerce Park, SR 46, and the remaining outparcels on Lake Mary Boulevard.

Board Director Green requested a third RFQ would be to gather information and evaluate whether or not to outsource the management and operation of the Commerce Park.

The Committee requested that a recommendation for a third RFQ for Outsource Management and Operation of the Commerce Park be taken to the Board for consideration at the September meeting.

8. TERMINAL EXPANSION PROJECT PRESENTATION BY CPH ENGINEERS – JEREREMIAH OWENS & JOHN BAER (presented out of order)

President Crews introduced CPH Engineers Jeremy Owens and John Baer to provide an update on the Terminal Expansion and submit select samples of products that could be used. (meeting paused at 2:08 Fire Alarm, resumed 2:12)

9. OTHER BUSINESS

President Crews informed the Committee that she had been contacted by the owner of the front entrance parcel at the intersection of Red Cleveland Boulevard and E. Lake Mary Boulevard. She stated they are still very much interested in the property swap and have inquired about buying the Airport's parcel. When told that the Airport would not do this, they inquired as to what dollar amount the Airport would take in addition to the property for the land exchange. Following discussion, the Committee concurred to ask that as a condition of the trade, the property be improved to a buildable site.

10. REMINDER TO SCHEDULE NEXT SAA ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MEETING

11. ADJOURNMENT

There being no further business, the meeting adjourned at 2:33 p.m.

Respectfully submitted,

Diane H. Crews

Diane H. Crews, A.A.E.
President & CEO

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