

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
NOVEMBER 3, 2020
8:30 A.M.**

PRESENT: Tom Green, Chairman
Jennifer T. Dane, Vice Chairman
Chick Gregg, Sr., Secretary Treasurer
Kenneth Bentley
William R. Miller
Clyde H. Robertson, Jr.
Clayton D. Simmons
Stephen P. Smith
Brett Renton, Airport Counsel
Mayor Art Woodruff, City Liaison

APPEARED TELEPHONICALLY Frank S. Ioppolo, Jr.
Commissioner Brenda Carey, County Liaison

STAFF PRESENT: Tom Nolan, President & CEO
George Speake, Executive Vice President & COO
Don Poore, Chief Financial Officer
Tom Fuehrer, SAPD Chief
Tommy Gentry, IT Director
Lori Hunt, Executive Assistant
Lauren Rowe, Communications Director
Julie Sawyer, Executive Assistant

STAFF APPEARED TELEPHONICALLY: Katee Mathis, Staff Accountant
Danette Maybin, Human Resources Director
Al Nygren, Property Manager
Michelle Telfair, Leasing Manager

OTHERS PRESENT: Elizabeth Brown, OSI
Justin Edwards, Infrastructure Consulting & Engineering
Genean McKinnon
Jeremiah Owens, CPH
Paul Partyka, NAI Realvest
Keith Robinson, OSI
Sandeep Singh, Avcon

OTHERS APPEARED TELEPHONICALLY: Steven Cornell, Kimley Horn
Jonathan Hand, Atkins
Karen McKinnon
Yasmin Moreno
Tom Roda, Atkins
Gregg Smith, Million Air
Tim Shea, Avcon

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND OVERVIEW OF MEETING FORMAT

The meeting was called to order at 8:30 a.m. followed by the Pledge of Allegiance, the meeting was conducted via UberConference, and in person with social distancing measures. Chairman Green noted for the public record no public comment regarding today's meeting had been received.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON OCTOBER 6, 2020

Motion by Board Director Smith, seconded by Board Director Robertson to approve the Minutes of the Regular Meeting held on October 6, 2020. Vote was taken, none opposed. Motion passed.

4. LIAISON REPORTS

A. Seminole County

Commissioner Carey had nothing new to report. Commissioner Carey stated there was lots of great feedback regarding the Air Show. Social media positive feedback, lots of questions asked of Seminole County and they were able to provide information. George did a great job coordinating, truly the point person and his efforts were appreciated. Commissioner Carey noted today is her last Board Meeting, a new Commissioner will be seated November 17th, her term will end at midnight on November 16th.

Chairman Green invited Commissioner Carey to attend a SAA Board meeting the next time she is in town. He thanked her on behalf of the Board for her decades of service to Seminole County and what she has done to make the community and county better, it is very much appreciated by all of us.

B. City of Sanford

Mayor Woodruff echoed Chairman Green's comments to Commissioner Carey, it has been an honor to work with her she will be missed, he appreciates all she has done for us. Also echoing her sentiments on the Air Show congratulations George, you did a phenomenal job. He really enjoyed seeing the people who were unable to be onsite for the show they were watching from anywhere they could. Mayor Woodruff noted there is

still a lot of development activity in Sanford. All holiday events are being revamped due to Covid, the Christmas parade was canceled, but a special event will take place every weekend in downtown. The Historic Trust is partnering with the City to hold a house lighting contest with a \$500 prize all residents are eligible to participate.

5. COMMENTS FROM THE PUBLIC

Chairman Green inquired of Lori were there any comments from the public at this time. Lori responded none.

6. PRESIDENT'S REPORT

President Nolan referenced the power point presentation on the wall screen for everyone in attendance to view.

President Nolan asked George Speake to update the Board regarding projects:

- Terminal Expansion Project: Schedule described as holding steady. Project is 94% complete.
- Taxiway B, C & L Reconstruction Project: Completion of punch list, all work associated with Phase 1 completed except final paint markings. Entering phase 2.

President Nolan updated the Board regarding:

- CBP FIS Facility Renovation – A plan of the schematic design of facility was shown and Mr. Nolan described various key points about ongoing refinement between CBP and OSIA team.

Elizabeth Brown, President OSI Inc. stated recognition from OSI regarding the Air Show. No complaints from passengers trying to get to and from the Airport. Allegiant was extremely happy every time a flight took off it was announced where they were heading. Elizabeth Brown updated the Board regarding:

- October 134,167 passengers. Down 49% from 2019.
- YTD 1.28M, normally 2.76M, tracking behind.
- Signs of recovery, load factors climbing, passenger confidence.
- Tracking ahead of most airports in Vinci network. Europe is in lockdown again.
- Booking increasing, tracking Thanksgiving and Christmas. Challenge people are booking on very short timelines.
- Projections for next year. Capital plan review. In 2021 beginning a three-year project to replace canopies on existing bridges. Environmental initiatives obtain carbon neutral by 2050 is Vinci objective. Skyline Lounge upgrades.
- Joint OSI/SAA employee air show viewing event Saturday on top floor of the parking garage.
- Implemented facial recognition for outbound international traffic, \$150,000 investment by OSI.

Discussion tracking budget OSI calendar year versus SAA fiscal year.
Discussion regarding yield management.

Don Poore presented the September Interim Financials.

President Nolan provided a thorough overview regarding tenants Constant Aviation and Global One, both requiring major unbudgeted expenditures, obligations per their leases.

Paul Partyka, NAI Realvest noted residential market is strong, industrial office and commercial are on hold. Publix Supermarket on SR46 is moving forward. Tenants Synergy Wood, 84 Lumber, American Building Supply on hold waiting outcome of Covid. Paul Partyka stated a thorough analysis of land valuations and property valuations have been conducted with President Nolan and staff, strategy and vision were discussed. Goal is to make Commerce Park into a first-class area, anything that does not fit into that style is moved to another location on airport property.

Mr. Nolan went on to explain how our lease with tenant Global One will require an unbudgeted unanticipated expenditure to replace the HVAC system in that facility as called for in the lease agreement.

Board Director Dane suggested the Board have a driving tour of Airport owned property.

President Nolan updated the Board regarding SFB tenant Avocet an MRO maintenance repair operation. There is a worldwide market to convert the Airbus 321-200 into an air cargo aircraft and Avocet has a conversion program undergoing certification by the FAA. Avocet has been teamed up with other firms to convert several hundred A321-200's. President Nolan referenced power point slide and discussed Avocet's proposed expansion and the need for the SAA to negotiate a professional services agreement for site work prep to accommodate this expansion should Avocet want to proceed, and future other expansion opportunities.

Presentation information about St. Johns River Water Management master approval of stormwater pending.

President Nolan noted he will be meeting with the Central Florida Expressway Authority to provide input to plans for the area, our request will include a slip ramp on Airport Boulevard. Discussion regarding using Central Florida Expressway transponders in Airport parking lots/garage.

President Nolan updated the Board regarding the ongoing East Lake Mary Boulevard Study session both he and the City of Sanford Mayor were in attendance at recently.

Lauren Rowe updated the Board regarding Lockheed Martin Air and Space Show highlights: Allegiant destination signage at Air Show entrances, SFB Smart for

Business signage, importance of "TVEyes, Inc." a search engine for television and radio broadcasts.

George Speake stated Lockheed Martin was a great partner and helped with Aviation Day. Lockheed Martin realized Allegiant flies to Baltimore which is where their other corporate office is located. George praised Airport staff efforts not just for the Air Show but attempted Trump rally, actual Trump rally and almost a third Trump event it was a team effort in making the Air Show successful.

7. COUNSEL'S REPORT

Brett Renton distributed a handout House Bill 915 analysis to the Board and explained the key points.

8. CHAIRMAN'S REPORT

Chairman Green, Board Directors and audience applauded George. Chairman Green also gave kudos to Lockheed Martin thankful to them as our sponsor. Discussion regarding estimated attendance 12,000 people per day. Discussion 2nd year of contract with Lockheed Martin and possibility of future contract for 2022 show. Discussion regarding Board Director involvement with VIP chalet invitations next year. Discussion Covid greatly affected attendance of invitees due to border lockdown, personal health concerns or essential travel guidelines. Discussion 18,000-20,000 was pre-Covid expected attendance, but attendance reduced to accomplish health safety during event.

9. CONSENT AGENDA

- A. Consider approval of Addendum M to Lease No. 2007-27 with KATCO DISTRIBUTORS for Building No. 515-1, located at 2848 S. Mellonville Ave. A proposed one (1) year extension of the current agreement. (Commercial-one of 9 units in incubator building).
- B. Consider approval of Addendum D to Lease No. 2016-34 with GLF CONSTRUCTION for Building No. 650, located at 28th Street and Carrier Ave. A Proposed one (1) year extension of the current agreement. (Land).

Board Director Smith made a motion, seconded by Board Director Simmons to approve Consent Agenda items A-B. Vote taken. None opposed. Motion passed.

10. COMMENTS FROM THE PUBLIC

Chairman Green inquired of Lori were there any public comments. Lori reported there were none.

11. ELECTION OF OFFICERS

Chairman Green gave the gavel to Counsel, he stated it has been a pleasure to serve the last year and expressed an interest in remaining Chairman for another year if that is the Board's pleasure.

Brett Renton noted the gavel has been passed and opened the floor for nominations for Chairman.

Motion by Board Director Miller, seconded by Board Director Smith to nominate Tom Green to serve as Chairman. Board Director Green accepted the nomination. There were no other nominations. Brett Renton entertained a motion to close the floor for nominations and elect Tom Green Chairman. Board Director Dane made a motion, seconded by Board Director Smith to close the floor and elect Tom Green Chairman. Vote taken. By acclamation, Board Director Green was elected as Chairman.

Counsel relinquished the floor to Chairman Green for the election of Vice Chairman. Chairman Green entertained a nomination for Vice Chairman. Motion by Board Director Smith seconded by Board Director Bentley to nominate Board Director Dane to serve as Vice Chairman. There were no other nominations. Chairman Green entertained a motion to close the floor for nominations and elect Jennifer Dane Vice Chairman. Motion by Board Director Robertson seconded by Chairman Green to close the floor for nominations and elect Jennifer Dane Vice Chairman. Vote taken. By acclamation, Board Director Dane was elected Vice Chairman.

Chairman Green opened the floor for the nomination of Secretary/Treasurer. Motion by Board Director Robertson, seconded by Board Director Dane to nominate Board Director Robertson for Secretary/Treasurer. There were no other nominations. Chairman Green entertained a motion to close the floor for nominations and elect Clyde Robertson Secretary/Treasurer. Motion by Board Director Smith, seconded by Board Director Simmons to close the floor for nominations and elect Board Director Robertson Secretary/Treasurer. Vote taken. By acclamation, Board Director Robertson was elected Secretary/Treasurer.

12. OTHER BUSINESS

None.

13. REMINDER OF NEXT BOARD MEETING ON (DECEMBER 1, 2020)

14. ADJOURNMENT

There being no further business, the regular meeting was adjourned at 10:08 a.m.

Respectfully submitted,



Tom Nolan, President & CEO
/lh