

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
JUNE 6, 2023  
8:30 A.M.**

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**PRESENT:**

Jennifer T. Dane, Chairman (appeared telephonically)  
Clyde H. Robertson, Jr., Vice Chairman  
Kenneth Bentley, Secretary/Treasurer  
Benny Crosby  
Tom Green (appeared telephonically)  
Chick Gregg, Sr.  
Frank S. Ioppolo, Jr.  
William R. Miller  
Stephen P. Smith  
Brett Renton, Airport Counsel  
Mayor Art Woodruff, City Liaison  
Commissioner Jay Zembower, County Liaison

**ABSENT:**

**STAFF PRESENT:**

Nicole Martz, President & CEO  
George Speake, Executive VP & COO  
Jason Watkins, Executive Vice President & CFO  
Steve Fussell, VP Strategic Initiatives  
Tom Fuehrer, SAAPD Chief  
Tommy Gentry, Director IT  
Marc Gilotti, SAAPD Captain  
Lori Hunt, Executive Assistant  
Gino Martinez, Finance Manager  
Al Nygren, Property Manager  
Jeremy Owens, VP Engineering and Maintenance  
Lauren Rowe, Communications Director  
Jennifer Taylor, Director of Program Administration

**OTHERS PRESENT:**

Oscar Anderson, The Southern Group  
Bob Begley, CE Avionics  
Sonya Brauer, SER  
Elizabeth Brown, OSI  
Mike Cargnel, SHB  
Ryan Eaton  
Sunserea Gates, CFX  
Pamela Lynch, City of Sanford  
Michelle, Maikisch, CFX  
Genean McKinnon  
Jeremy Morton, CPH

Paul Partyka, NAI Realvest  
Glenn Pressimone, CFX  
Daniel Rogers, SHB  
Doug Saunders, C&S Companies  
Mel Scott, Atkins  
Kaley Slattery, The Southern Group  
Greg Smith, Million Air  
Keegan Stinnett  
Scott Sturgill  
Craig Sucich, AVCON  
Robert Utsey, ZHA  
Shemir Wiles, CFX  
Carrie Williams

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON MAY 2, 2023

Motion by Board Director Smith, seconded by Board Director Bentley, to approve the Minutes of the Regular Meeting held on May 2, 2023. Vote was taken, none opposed. Motion passed unanimously.

4. LEGISLATIVE UPDATE

Oscar Anderson and Kaley Slattery, The Southern Group referenced power point presentation and updated the Board regarding the 2023 Post Legislative Session.

- Budget Highlights
- Key Legislation

President Martz referenced the Bill regarding Enterprise Florida this is concerning to the Airport as Enterprise Florida has historically been a source of Economic Development money. The Authority has been aggressively pursuing economic development, this is on the list for us because it may have a detrimental impact on us depending on what we're trying to accomplish.

Commercial Service Airport Transparency and Accountability – HB1123/SB1646: President Martz noted the Authority had to change the

way we do business because the original version of this Bill was very restrictive, limiting, and had a low threshold regarding competitive bidding standpoint and a very low threshold for what needed to come to the board for approval, we've gone from \$65,000 to \$325,000. She felt as an agency the Board needs to determine what their level of comfort is, what you want to have come to the Board with respect to our purchasing policy and how much movement we want to make within that policy. Go all the way to \$325,000 or does the Board want to see something at a different level because this would give a lot of discretion back to staff.

Sanford Airport Authority, Seminole County (Local Bill) – HB1225: The local Bill is really significant for us, this significantly open up opportunity from a Real Estate Development standpoint especially for significant economic development at the Airport. The 50 year limitation was a bit of a challenge and made folks that might want to come here uncomfortable so pushing it to 99 years might make a huge difference. Many thanks to everybody's help on this, it is going to be very meaningful to us as we move forward.

President Martz thanked Oscar & Kaley and shared with the Board how frequently Oscar & Kaley were in contact with us, we talked regularly about sessions, they provided updates, and took our calls if there were issues that we were concerned about.

George Speake, EVP & COO noted Oscar & Kaley are also on the FAC calls every week when those occur.

Discussion ensued regarding the vertiport and having this at the Airport.

Special thanks to be extended to Representative David Smith as he was very helpful on one of the bills, now after re-apportionment of the districts David Smith is no longer our representative, it is now Rachel Plakon. Representative Smith very seasoned and now he is a senior member of the House so great team effort.

#### 5. SCHOLARSHIP PRESENTATIONS

EVP & COO George Speake presented SAA Scholarship to: Kailey Dodson, Lake Howell High School graduate, she will be attending University of Florida studying Finance with a Minor in Meteorology and will be obtaining her pilots certificate at University Air Center; and Melanie Marte, Seminole High School graduate she will be attending Embry-Riddle Aeronautical University studying Aeronautical Science.

#### 6. CFX 417 AIRPORT CONNECTOR TO ORLANDO SANFORD AIRPORT PROJECT PRESENTATION

Michelle Maikisch, CFX Executive Director referenced study that the Seminole County Commission asked CFX to pursue. Ms. Maikisch introduced her team, and noted Sunsera Gates project manager with VHB will be presenting a power point of the study. There are four different concepts that the team has studied which will be presented. The goal will be after this study to go into a project development and environmental study. At that point one single alignment would be decided. After today there will a public meeting on June 20<sup>th</sup> and the community is invited to attend and give their input. After that it will go to the CFX Board and the findings will be presented and it will be decided whether it is moved to the next study phase which is project development and environmental study.

Sunsera Gates, project manager VHB presented a status update of the Concept, Feasibility, and Mobility Study.

- Study Area
- Proposed Connector
- Public Involvement Opportunities: Public Meeting: Tuesday, June 20, 2023; in-person meeting Millennium Middle School Cafeteria: 2330 East State Road 46, Sanford, FL 32771; 5:30 p.m. – 7:30 p.m.; Virtual Online meeting 6:00 p.m. – 7:30 p.m.

The Study is anticipated to be complete summer 2023 after public input is received at the public meeting and the economic feasibility of the project is analyzed further. At the public meeting presentation of the refined alignment and interchange concept and the study evaluation. Once the feasibility of the project is determined, the study results will be presented to the CFX Board for approval and the potential need for project development and environment study.

Board Director Ioppolo inquired as the Airport is the single largest economic engine here in Seminole County in this part of the area, and this is our number one project do should the Board members plan on showing up to some of these meetings and show our support, or do we need to bring people to these meetings to show support.

Sunsera Gates replied it has been great from an agency perspective to have the Airport as part of the project advisory meetings we have had. That has been very beneficial to the project at the public meeting. We do continue to appreciate your support and at the public meeting that is very important that the community see both Seminole County local agencies and the Airport support for the project. She understood based on prior Board meetings that the Board intends to provide a letter of support for the project that's something that would also be very beneficial to the agency.

Michelle Maikisch, CFX Executive Director explained if you all would like to see this move to the next study development where we really hone in on a specific alignment and if you are willing to send a letter to our Board she felt that would be helpful. We anticipate that this might go to the August Board meeting and if you send a letter encouraging them to move it to the next phase, that would be helpful.

President Martz inquired of Commissioner Zembower what the alternatives are if we don't do this project, and what that means to Lake Mary Blvd. and the County, as it's a county road what it's going the County.

Commissioner Zembower replied he would discuss that in his liaison report.

## 7. LIAISON REPORTS

### A. City of Sanford

Mayor Woodruff reported: Vacuum sewer is at 100% capacity and the City is continuing to add improvements in order to monitor that system; re-issued \$19M in bonds based on the original Public Safety Building bond, and using that money for the Fire Station, Marina and Golf Course. George Town Drainage Plan program is progressing, Ft. Mellon Playground is closed, there is a culvert through the park and into the lake to take the level of water off Georgetown. Looking forward to Star Spangled Fourth of July.

Board Director Bentley requested the Mayor update the Board regarding the project in Goldsboro.

Mayor Woodruff explained the City agreed to purchase ten acres behind the Westside Community Center from the Housing Authority the old Castle Brewer project. Which has to go to HUD to be approved, and he didn't anticipate problems with that approval. The Housing Authority will get some cash that they can use to fund some projects and we will get two ball fields, one of them a full size football field with a track and we will be partnering with SCPS so that Crooms can use that. Project was spearheaded by Commissioner Wiggins.

### B. Seminole County

Commissioner Zembower reported: Lake Jesup Basin Study the data acquisition is substantially complete, now the modeling development is taking place for the Lake Jesup Basin; kickoff the Little/Big Econ Study at the Covenant Presbyterian Church in Oviedo begins at 5:30 p.m. this evening. Traffic control on Lake Mary Blvd: 415/Celery Avenue traffic signal mast arms are up still a lot of work to do with electronics anticipating July to flip the switch we are lobbying FPL to move forward;

E. Lake Mary Blvd./Ohio waiting on FPL; E. Lake Mary Blvd./Brisson Ave. waiting on FPL. Cell Phone tower is going through final design they are aware of the concern about the lighting on that tower, discussion has been had with the residents that have a problem with the beacon light. The County is going to find a path to help them understand that it's not going to be flashing inside of their homes but flashing above their homes and outside, that should move forward in the next sixty days. He asked the development team to make sure President Martz is advised as this moves forward for any concerns the Airport might have to weigh in.

President Martz noted we sent Cathy Hamill a letter.

Commissioner Zembower briefed the Board regarding Lake Mary Blvd. and President Martz's question: there's going to be quite a few things happening that may impact the Airport area. An MPO we're getting ready to have presentation of the update classifications of the roadways, the Federal Roadway update, that will take place at this next meeting and then everything will be finalized by July for FDOT to change roadway designations. This means dollars and priorities.

The County is aware that the 417 connector if that can get done we've been pushing for it because it really does relieve a lot of pressure on the local roadways especially on Lake Mary Blvd. E. Lake Mary Blvd. was actually built with the intent of economic development in this corridor but now we see with traffic lights going in and we're going to have more loads and with the roadways changing the development happening in this area, we need to have a candid conversation what really happens on Lake Mary Blvd. as we're going to have complaints about it takes too long now because we have traffic lights up.

Commissioner Zembower referenced the proposed sports complex expansion with indoor sports arena that's planned out here, this whole corridor coming in with all kinds of economic development over the next 15-20 years, if we don't get this connector off the 417 it's going to be a huge impact and we're going to have to spend a lot of money on the roadways and of course we're more constrained to the extent we are with the right of way there.

#### 8. COMMENTS FROM THE PUBLIC

None.

#### 9. CONSENT AGENDA

- A. Consider approval of New Aviation Lease No. 2023-038 with Charles Davis dba Orlando Sanford Flying Club for Hangar #413 located at 1910 E. Airport Blvd., Sanford, FL 32773.
- B. **[pulled]** Consider approval of Amendment A to Lease No. 2019-15 for Aerosim Academy, Inc., removing Parcel J-Fuel Farm, located at 2950 Navigator Avenue, Sanford, FL 32773.
- C. **[pulled]** Consider approval of New Lease No. 2023-042 for Freeman Holdings of Orlando, LLC dba Million Air, parcel 579 Fuel Farm, located at 2950 Navigator Avenue, Sanford, FL 32773.
- D. Consider approval of Addendum B to Lease No. 2021-031 for Future Health Concepts, Inc. Building #418, 24, 24-A, 418A & land located at 1211 East 30<sup>th</sup> Street, Sanford, FL 32773.
- E. Consider authorization to cancel the purchase order with Garber Chrysler Dodge Truck for (3) Dodge Durango AWD V8 Pursuit vehicles with long lead times in the amount of \$126,996 and purchase three (3) Dodge Durango AWD V6 Pursuit vehicles from Step One Automotive Group, Crestview, FL in the amount of \$119,475. The purchase with Step One is using the same Florida Sheriffs Association contract.
- F. Consider approval of the First Amendment of Ground Lease No. 2022-023 between the Sanford Airport Authority and the City of Sanford for the purposes of modifying the location of the proposed City Fire Station.

President Martz noted Consent Agenda items B & C are being pulled from the Consent Agenda and will be brought back to the July Board meeting.

Motion by Board Director Smith, seconded by Board Director Bentley, to approve Consent Agenda items A, D, E & F. Vote taken, none opposed. Motion passed unanimously.

#### 10. PRESIDENT'S REPORT

President Martz referenced her power point presentation, incorporated herein, and requested Executive VP & COO George Speake to present updates on the following topics:

- Wildlife Assessment: Draft Plan Under Review by SAA;
- Stormwater Master Plan Update: Finalizing existing conditions modeling, Analyzing Future Pond Placement in Basins;
- SAA Maintenance Facility Replacement: In permitting phase, Pad being formed; ARFF Station and Building #37 Generators: No changes, Dec. '23 install (est.);
- Terminal Ramp Improvements: 60% Plans Received on 6/5; and
- Runway 9L Rehabilitation: Discussion Agenda B.

Discussion ensued regarding the Cell Phone Lot and if it could be striped for parking spots?

George Speake, EVP & COO replied yes, the Airport received a grant from FDOT that will allow us to add some curbing along Red Cleveland before and after the Cell Phone Lot to prevent people from parking on the grass. Additionally, we're going to widen the lot a little bit and put in curb stops and striping and add a sidewalk to connect the Cell Phone Lot to the Vigilante, it will present a little nicer and be more user friendly.

OSI Contract: Jennifer Taylor reviewed the OSI Contract Score Card distributed in the Board's packets and incorporated herein by reference:

### **2.3.5 Agreements Regarding Use of Non-Aeronautical Facilities**

- Smartecarte (luggage carts), Alpha flight services and Compass group agreements are expired.

### **12.1.1 Performance Reporting**

- OSI has purchased Airport Service Quality (ASQ) reporting. OSI received the ACI-ASQ survey report and presented the report to SAA 2/1/2023. SAA and OSI will use these reports to develop performance standards and metrics. SAA requested all backup/information related to the ASQ survey on 2/21/23. To date SAA is awaiting documents.

### **Defaults**

SAA has issued notices of default related to multiple contract provisions including Section 2.3.6 Routine Maintenance, Repairs and Landscaping; Section 2.3.5; Non-Aeronautical Facilities and Services concession agreements, addressing among other things:

Parking Garage	Baggage Belts
FIS	Palm Tree
Terminal Ramp	Roof Leaks
Elevators and Escalators	Parking Garage 4 <sup>th</sup> and 5 <sup>th</sup> floor closure
CMMS	Steel Column
Gutters	Lav Trucks
Monthly Meetings	PBB 1-4

### **Delinquent Items**

- Elevator 8 replacement (Terminal A freight). Out of service 1/22.
- Escalator 4 Out of Service (Main escalator to screening). Handrail issue.
- Over 100 variable air volumes (VAV's) aren't fully functional. To date roughly 36 have been replaced. Still awaiting plan for Terminal A. Per Elizabeth JPI will be mapping and documenting all of the VAV's in both Terminals.
- Escalator 6 stopped working four (4) times in May due to safety switch issues.

- FIS roof leaks.
- TSA Hazmat room roof leak.
- Gutter replacement.
- Structural column at old international pier repair.
- Outbound belt 2 inoperable due to parts being used on belt 1. Parts are scheduled to be here July.
- Roof leak in blockhouse
- 4/24/23 Roof leak in screening area.
- Parking garage not including in phase II
- Waterproofing
- Tee to Tee joints and CIP wash sealant replacement levels 4 and 3
- Stair landing sealant replacement
- Exterior façade sealant replacement
- Expansion joint replacement at stairs on levels 4 and 3.
- Exterior vertical expansion joint replacement.
- The economy lot, parking garage, long-term lot and in front of the terminal have multiple dead plants.
- Parking lot F has a broken irrigation line and irrigation issues.
- Parking garage phase II. Awaiting start date.

#### **12.2.2 CMMS Reporting**

OSI has failed to provide SAA with a report that shows repairs, cost and replacements on elevators, escalators, fire alarm system, fire sprinkler system, bag belts, parking lot revenue control equipment, chillers, HVAC and terminal roofs.

#### **Development**

Paul Partyka, NAI Realvest updated the Board on Development: 4,500 homes in the metro Sanford Airport area, each house is responsible for roughly ten trips per day. Kevco is being built on E. Lake Mary Blvd. in addition to the Publix shopping center. President Martz did a terrific job at the Chamber luncheon on transportation, he had feedback from the various people that were there, overall, that was one of the best luncheon presentations because it dealt with transportation and had every major organization there.

The 99 year lease opportunity is highly important, he noted he handled Port Canaveral and the best we could do was 50 years and that was due to certain criteria; Kissimmee Airport the best we had was 20 years with some options. 99 years is a game changer, three years ago we could have had a \$400M project with Travel Pro if we were able to do 99 year leases.

Mr. Partyka noted he and President Martz are pursuing the opportunity for a rail depot staging area at the airport so that any tenant could get rail unloading and rail deliveries.

Finalized American Building Supply location, they wanted a third facility not the just the 20 acres but an additional 7-10 acres to build a new facility and that whole complex will be somewhere between 26-30 acres along the general location they are in now. Synergy Woods just signed a 5 year term with an additional 5 year option, they're also looking into building a new 70,000 sq.ft. facility.

Developments: the hotel on E. Lake Mary Blvd. remains at a standstill, whatever is delaying the hotel he felt has to do with either construction cost or financing. Adjacent to that site land clearing is taking place.

Discussion regarding site clearing directly across the street from the hotel site. President Martz replied that's Fastenal.

Discussion ensued regarding the Supervisor of Elections office if they are going to a new building or remaining at the Airport.

President Martz explained staff is working with them right now on an interim space issue, they want to use some modulares so we're working with County staff because the lease is actually with the County not the Supervisor of Elections. Right across the street they want to build next to 84 Lumber and we're also looking at an extension in the existing facility contract because their lease expires March 2024.

Commissioner Zembower suggested the Authority have additional conversations with the Supervisor of Elections and County staff because there is now another idea floating.

President Martz noted she left it with the County as she met with Melanie Koontz and County Manager Gray gave them lease rates, a footprint as to where the modulares might go. She explained we love having the Supervisor of Elections at the Airport, we'd love to keep him out here, but at the same time that building Paul could have it leased in a week so either way.

### **Orlando Sanford International, Inc. Presentation**

Elizabeth Brown, President OSI updated the Board as follows:

- May 2023 passengers 6% below 2022
- YTD 8% above last year because the first four months of the year ran above last year 1.3M
- Fiscal Year for the SAA, 6% ahead of 2022 1.962M
- 12 month trend current year trending below 2022, overall, ahead 4%, projected high load factors and good performance in the first quarter, trend below based on scheduling.
- Aircraft movements 6% below 2022 and 2% above YTD

- Fiscal Year above 2022, a result of strong load factors and stronger passenger performance.
- Rolling 12 months current year trending below previous 12 months 4%.
- Air Service/Commercial/Marketing: Routes Europe in Lodz, Poland, met with 7 international airlines and attended an invitation only reception for airline network executives hosted by VINCI Airports; US Travel Associations' IPW Conference in San Antonio, worked from the VisitOrlando Pavilion meeting with international and domestic travel planners to encourage use of SFB for group and charter flying; Hudson news opened the Kids Works and Indulgences store locations; SSP has submitted 30% drawings for construction review and approval.
- Marketing: Travel Host Orlando; Orlando Family Magazine; SFB continues their ad buy with Lake Mary Life. Promoting destinations that SFB serves. May-June issue will highlight Tennessee. Disney has completed a commercial photoshoot at SFB for their travel campaign; Travel Host is meeting with their board to make an ad buy with SFB; Deezerland terminal advertising negotiations has resumed, purchasing advertising in baggage claim 1-3 and an activation in front of ticketing.
- Social Media; Boosted post promoting Father's Day has been active in areas where SFB can grow market share; May 7-12 was national Travel and Tourism Week. Promoting the essential role that travel and tourism plays in Central, FL; SFB promoted the amazing turn out for Honor Flight.
- New Employees: Thomas Cerone, Director of Facilities & Maintenance; Yvette Concepcion, Capital Projects Manager.
- Dave Logan retiring June 15<sup>th</sup>; hiring Ron Gerber, Chief Operating Officer responsible for terminal operations.

### **Chief Financial Officer Report**

EVP & CFO Jason Watkins shared the following items:

- April 2023 Dashboard
- Cash & Investment Balances
- Procurement Dashboard: New Solicitation – Airfield Drainage Improvements (Construction). Property, Liability, and Workers' Compensation Insurance Broker. Professional Contract Performance Audit Services (OSI). Solicitation Responses Due – Professional Financial Audit Services & Professional General Contractor – Continuing Contract.

Discussion ensued regarding residential leases. President Martz explained some of our residential properties have been taken out of cycle because the capital investment required to get them back on market doesn't make sense.

Discussion ensued regarding demolition of residential properties as they are vacated. President Martz noted several are targeted for demolition.

Discussion ensued regarding how many vacant residential properties SAA owns. President Martz replied five and several remain occupied.

#### Miscellaneous - Communications

Lauren Rowe, Communications Director referenced power point presentation: Oviedo/Winter Springs Regional Chamber of Commerce Travel & Tourism Luncheon, President Martz along with Karen Aplin and Gui Chana with Seminole County Tourism, Juliana Pena with MCO, and Maria Henson with VisitOrlando were the panel of speakers; Orlando Economic Partnership held their Board of Directors meeting at gates 1-4 and SFB hosted a VIP reception; Honor Flight, honoring our Veterans. Social Media: Father's Day "Getaway with Dad"

#### 11. COUNSEL'S REPORT

Brett Renton introduced Shutts & Bowen summer law clerks: Carrie Williams, Ryan Eaton & Keegan Stinnett. Mr. Renton updated the Board regarding: PFAS, Lawsuit against OSI regarding Public Records, Contractual Dispute with OSI. Mr. Renton requested the Board consider appointing a liaison to work with President Martz regarding legal items related to OSI, Inc.

Motion by Board Director Ioppolo, seconded by Board Director Smith to appoint Chairman Jennifer Dane as the Board Liaison to work with President Martz regarding legal items related to OSI, Inc. No comments from the public. Vote taken, none opposed. Motion passed unanimously.

Brent Renton noted pursuant to Florida Statute §286.011(8) requested a meeting in private with the Board at an appropriately noticed and scheduled time to discuss the pending litigation with Orlando Sanford International, Inc. Mr. Renton requested Lori Hunt schedule the meeting.

#### 12. CHAIRMAN'S REPORT

None.

#### 13. DISCUSSION AGENDA

- A. Approval of Resolution No. 2023-09 adopting revisions to the Sanford Airport Authority Investment Policy.

Vice Chairman Robertson noted that EVP & CFO Jason Watkins had briefed the Board members regarding this item.

Jason Watkins, EVP & CFO explained the Sanford Airport Authority's Investment Policy was adopted September 2019 and it was developed in compliance with Florida Statutes. There are some elements of the policy staff discovered as we worked through it and more recently interest rates have risen. The series of changes are red lined in the Board's packet. Mr. Watkins reviewed the proposed changes.

Chairman Dane inquired regarding Jason's comment that he spoke with a Financial Advisor and it was also said that the investment advisor wouldn't look at the Invest Policy because if an investment advisor looked at the policy, they would be ineligible to be our investment advisor. She wondered if it would be possible to go out to bid for an Investment Advisor first because she felt before we do another amendment to the Investment Policy, she wanted a professional opinion to verify that the parameters being put into place are actually what we need for the organization.

Jason clarified, the first investment advisor was affiliated with Truist Bank so we were in very preliminary discussions, this was 6-8 months ago, they reviewed the policy and that was some of the feedback they provided. Recently the Authority moved on from them, we have not had communications with them. The current version of the Investment Policy did not go out to financial advisors for the reasons that you just described, you typically pay \$1500 for one of these reviews and that is not enticing enough for them to opt out of being a potential respondent on an RFP. Shutts legal team has reviewed the Investment Policy and they provided comments which were included in the mark up space, having said all of that this is a Board discretion and we will follow the will of the Board.

President Martz noted the threshold question for this Board is you don't have an investment advisor now, do you want to hire one, there was some discussion about doing that last year and as part of the whole banking resolution situation we were in so we stopped that dealt with the investment policy because the investment policy didn't need to be updated. Jason did try to get somebody to review the investment policy as he was drafting it and as he said nobody wanted to take a look at it because they didn't want to be foreclosed from actually bidding on being the actual investment advisor. She appreciated the Chairman's comments about having the investment advisor take a look at the investment policy makes perfect sense, so the question is pursuing an investment advisor something this board thinks we should do.

Discussion ensued regarding the cost the Authority would incur for the investment advisor.

Jason Watkins explained he hesitates to answer that because they typically charge on a percentage of invested assets and this is the rough for me because we're doing so well in the investment pools where we're not paying a commission to an investment advisor we would have to move the funds. We don't have to, but with an investment advisor we would not allocate a lot of assets right now because they're very unlikely to do better than what we're getting so it's hard to say. When you get to a normal interest rate environment there's an incentive it's a more active role for them, they will charge 1-3% of invested assets and what you're hoping is that you do better even net of the commission than what you would get in a passive strategy.

After further discussion the Board noted: if the Authority doesn't have a financial advisor, then staff is managing those assets; expressed concerns about our duty overseeing investments and maybe we don't necessarily have people who are qualified investment advisors managing that in house; there will be a need to have an investment advisor when the rates normalize; the Fed is going to increase the interest rate again which means that the short end of the curve is going to go up further; in the exercise of good judgement we need to start the process of having a financial advisor.

President Martz recommended bringing on an investment advisor because as things become more volatile, Jason Watkins doesn't have the time to continually to monitor our investments. She felt it's in the best interest of the organization to have a professional who does this and nothing but this, looking after our assets.

Jason replied he can look at some piggyback opportunities existing competitive bid and take some burden off procurement.

Brett Renton stated for the record the Board discussed Discussion Agenda item A and they don't have to take any action.

President Martz noted for the record staff will bring back a plan for procuring an investment advisor, whether it's a direct RFP we may look at some other entities, perhaps the County who may have a contracts with an investment advisor that might be something that we might want to piggyback on, and the Authority has an investment policy now.

- B. Approval and authorization for the President to execute FAA AIP Grant #3-12-0069-090-2023 and Avcon task order #2023-03 for the Rehabilitation Runway 9L-27R Design.

Jason Watkins, EVP & CFO noted last month we did a budget amendment and included in that was an amendment to do the design phase of the Runway 9L. The Board approved that budget amendment. This is the companion FAA AIP Grant of the design cost which is expected to be \$1.156M. The FAA will participate in that design grant at 90% so that's \$1,032,849 and we're asking the Board to authorize execution of that grant agreement today, and the second part of that is to approve the task order to ask AVCON to do the design work on that project.

Motion by Board Director Miller, seconded by Board Director Crosby to approve and authorize the President to execute FAA AIP Grant #3-12-0069-090-2023 and Avcon task order #2023-03 for the Rehabilitation Runway 9L-27R Design. Vote taken, none opposed. Motion passed unanimously.

C. Approval of the Template for the SAA/OSI License & Use Agreement [Orlando Sanford International Airport Overflow Short Term Surface Parking Areas].

President Martz explained during periods of heavy passenger traffic OSI uses some of the vacant properties owned by SAA for overflow parking. SAA gets 20% per the terms of the contract however historically there has never been any type of formal arrangement for the use of those properties nor has there been any compensation for the use of the Authority's asset. President Martz worked with Counsel to formalize any use of these properties by OSI for overflow parking. The properties are public assets, they've been purchased and acquired with public money, SAA has an obligation to manage them in a way that respects that. The template would allow OSI to use those properties depending at different times of the year for a specified period of time for overflow parking. There are some operational considerations in the template, there is also a requirement for compensation and what included in the template is 60% of the revenue as an appropriate level of compensation, that is inclusive of the revenue share that SAA gets right now for the use of these properties. OSI not sure this was them because this was the decision the Board has taken to utilize their assets; Elizabeth got a copy of this template the same time the Board did. President Martz spoke with each of the Board Directors individually. OSI has the option if they don't want to enter into the license agreement, they can make other arrangements for overflow parking. Alternatively, SAA can operate the over flow parking lots directly, SAA has an obligation in those cases to work with OSI in good faith to develop a management agreement for that use, if we aren't able to come to agreement with OSI then SAA can go to a third party to manage that. President Martz felt SAA has an obligation to manage our assets in a way that is in the best interest of the Authority and the Airport and that's what this template does. It is being called a template because it is something that would be used from time to time throughout the year due to high demand, the concept here is the Board would approve the template and authorize the President to execute the

template on an as needed basis from time to time when there is demand for parking.

Brett Renton clarified the motion itself is to approve in terms of negotiation for the President to negotiate should be specifically fill in the blanks i.e., what term is going to be used and attached when they are attached in here. The items there may be certain lots that are used, there may be certain lots that aren't chosen, there may be certain lots that available and not available and you're giving the President the latitude to negotiate those specific fill in the blanks. You are approving the agreement hence the template would come back to the Board for the ultimate approval because the key terms are in there other than those particular lots that would be done so basically this is a because you are approving the template the rates and the items associated with it, the only thing that remains is for that particular land to get worked out and the terms to get worked out and your deferring those decisions on a short term basis to negotiate. I just wanted to clarify that issue for the record.

Motion by Board Director Ioppolo, seconded by Board Director Smith to approve the Template for the SAA/OSI License and Use Agreement for the short term surface parking areas and authorize the President/CEO to administer the negotiation, approval, and execution of such License and Use Agreement from time to time as she may find to be in the best interest of the Airport and the Authority. Vote taken, none opposed. Motion passed unanimously.

D. Consider revised amendment to Cardtronics USA, Inc. ATM Agreement (for former Terminal B) correcting the ATM to be removed.

Elizabeth Brown, President OSI Inc. noted the agreement that was approved at the May 2, 2023 SAA Board meeting referenced the wrong ATM machine, this is just a cleanup to make sure the correct machine is being removed.

Motion by Board Director Smith, seconded by Board Director Crosby to approve the revised amendment of the Cardtronics ATM Agreement for the west side of the Terminal, as set forth and authorize President to execute the document associated with this transaction. Vote taken, none opposed. Motion passed unanimously.

E. [ Add-on] Consider approval of Amendment 2 for Six (6) month extension to agreement #SA-2022-026 with Alcalde & Faye, LTD., Inc., Arlington, VA.

President Martz apologized for the Add-on status this was due to the expiration date for this agreement. The Federal Lobbyist was brought on a few months ago a somewhat short term contract with them to see how it was going to go. The Authority has been very happy with the responsiveness of Alcalde & Faye and their advocacy and would like to extend the contract for six months, this will bring us to the end of the year.

Commissioner Zembower noted Alcalde & Faye reached out to him for a reference before they engaged with the Authority.

George Speake, EVP & COO noted Alcalde & Faye has been fantastic, they reach out to us, when he reaches out to them, they are very responsive, when he went to Washington DC, they made sure all the meetings that needed to be setup were setup, he could not in his opinion ask for something better at their level, they've gotten Congressmen engaged in things we needed to get them engaged on.

Motion by Board Director Miller, seconded by Board Director Dane to approve the agreement extension with Alcalde & Faye, LTD., Inc. and Authorize the President/CEO to execute Amendment 2. Vote taken, none opposed. Motion passed unanimously.

14. OTHER BUSINESS

President Martz reminded the Board of the Budget Workshop June 27, 2023 at 8:30 a.m. in the Vigilante room.

15. NEXT MEETING BUDGET WORKSHOP (JUNE 27, 2023) REGULAR MEETING (JULY 11, 2023)

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:48 a.m.

Respectfully submitted,



Nicole Martz, Esq., AICP  
President & CEO  
/lh