

MINUTES
SANFORD AIRPORT AUTHORITY JOINT MEETING
WITH CITY OF SANFORD
MONDAY, AUGUST 28, 2023
4:00 P.M.

SAA BOARD

PRESENT:

Jennifer T. Dane, (Chairman)
Clyde H. Robertson, Jr., Vice Chairman
Kenneth Bentley, Secretary/Treasurer
Bennie Crosby
Tom Green
Chick Gregg, Sr.
Frank S. Ioppolo, Jr.
William R. Miller
Stephen P. Smith
Brett Renton, Airport Counsel

**CITY OF SANFORD
COMMISSION**

PRESENT:

Mayor Art Woodruff
Comm. Patrick Austin
Comm. Sheena Britton
Comm. Patty Mahany
Comm. Kerry Wiggins

SAA STAFF

PRESENT:

Nicole Martz, President & CEO
George Speake, Executive Vice President & COO
Jason Watkins, Executive Vice President & CFO
Stephen Fussell, VP Strategic Initiatives
Lori Hunt, Executive Assistant
Jeremiah Owens, VP Engineering & Maintenance

**CITY OF SANFORD
STAFF PRESENT:**

Norton Bonaparte, City Manager
William Colbert, City Attorney
Traci Houchin, City Clerk
Brady Lessard, Economic Development Director
Cathy Lotempio, Deputy City Clerk
Nikki Osburn, Community and Neighborhood Engmt.
Craig Radzak, Asst. City Manager
Cecil Smith, Police Chief
Chris Smith, Planning & Zoning Project Manager

OTHERS PRESENT:

Thomas Cerone, OSI
Jonathan Hand, CHA
Ron Gerber, OSI
Brandy Ioppolo

**Todd Payne, OSI
Doug Saunders, C&S
Robert Utsey, ZHA**

1. CALL TO ORDER OF JOINT MEETING

The joint meeting was called to order at 4:03p.m. by Mayor Woodruff, at which time he turned the meeting over to Sanford Airport Authority Chairman, Jennifer Dane.

2. CALL TO ORDER OF SAA BOARD MEETING

The SAA Board meeting was called to order at 4:03 p.m. by Chairman Dane.

3. ADVERTISEMENT OF JOINT MEETING WITH CITY OF SANFORD

Lori Hunt confirmed the meeting was properly advertised. (Copies attached)

4. AGENDA ITEMS

A. Presentation Sanford Airport Authority Board of SAA FY 24 Operating and Capital budgets (October 1, 2023- September 30, 2024).

Jason Watkins, EVP & CFO referenced power point presentation, incorporated herein and updated the Commission on the following:

Sanford Airport Authority – FY Highlights

- Passenger Growth (+6% vs FY22 YTD, -8% vs FY19YTD)
- Concessions redevelopment program
- Sanford Fire Department lease
- Air Show/Aviation Day
- Successful FY22 Financial Audit
- FDEP Stormwater Management System upgrades - \$750K grant
- Hurricane Ian recovery (minimal downtime)
- Fiber loop redundancy project completion
- New maintenance facility under development

Passenger History/Projection

FY24 Budget Summary

FY Operating Revenue

FY Operating Expense

FY Budget Overview – Major Drivers

FY24 Personnel Costs

FY24 PFC Revenue/Debt Service

FY Capital Summary

Capital Projects

Operating Budget Revenue Initiatives
Concessions Redevelopment

Air Show Orlando – update October 28-29, 2023
6th Annual Aerospace and Aviation Day – January 27, 2024

- B. Approval and authorization for the President to execute FAA AIP#3-12-0069-091-2023 and C&S Engineers Inc., task order #2023-07 for the Rehabilitation Taxiway Alpha Design.

Jason Watkins informed the Board this is a design grant from the FAA. This is the design portion of the Taxiway Alpha rehabilitation project. The cost is \$353,985. Jeremy Owens explained there is a task order for C&S Company for the actual design itself of the improvements of the Taxiway Alpha rehabilitation.

Motion by Board Director Robertson, seconded by Board Director Bentley, to approve and authorize the President to execute FAA AIP #3-12-0069-091-2023 and for the Rehabilitation Taxiway Alpha Design. Motion amended by Board Director Robertson, seconded by Board Director Bentley to add motion to approve and authorize the President to execute C&S Engineers Inc., task order #2023-07 for the Rehabilitation Taxiway Alpha Design. Vote taken, none opposed. Motion passed unanimously.

5. OTHER BUSINESS

A. Orlando Sanford International Inc. Update

Brett Renton briefed the Commission regarding the contract dispute between SAA and Orlando Sanford International Inc. Each of the Commissioners have been briefed individually. Mediation took place today in an effort under the contract dispute resolution provision trying to get to a resolution and unfortunately reached an impasse today and will proceed forward under the contract as necessary. There are a number of open disputed issues specifically with that contractor on performance concerns on items. We've addressed notices to them and provided them the opportunity to cure, several of which remain uncured. With that said and in light of today's impasse Mr. Renton requested pursuant to Florida Statute §286.011(8) specifically we do need advice from our Board and would request subject to private attorney client privilege a litigation session with the Board concerning the ongoing litigation dispute with OSI Inc. and with that at the next available point that will be scheduled and discussed. Mr. Renton informed the Commissioners that if they had any questions individually to please contact him or President Martz.

6. ADJOURNMENT OF SAA METING

There being no further business Chairman Dane adjourned the SAA Meeting at 4:48 p.m.

7. CONTINUATION OF JOINT MEETING

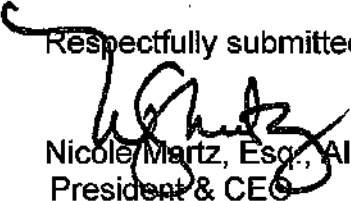
A. Sanford Airport Authority Board of SAA FY 24 Operating and Capital budgets (October 1, 2023- September 30, 2024).

Motion by Commissioner Mahany, seconded by Commissioner Britton, to approve Sanford Airport Authority Board of SAA FY24 Operating and Capital budgets (October 1, 2023- September 30, 2024). Vote taken, none opposed. Motion passed unanimously.

8. ADJOURNMENT OF JOINT MEETING

The joint meeting with the SAA and the City of Sanford Commission was adjourned at 4:51p.m. by Mayor Woodruff.

Respectfully submitted,


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