

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
JULY 2, 2024  
8:00 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  
Chick Gregg, Sr. (appeared telephonically)  
William R. Miller  
Richard Sweat  
Stephen P. Smith  
Brett Renton, Airport General Counsel  
Mayor Art Woodruff, City Liaison

**ABSENT:** Frank Ioppolo Jr.  
Comm. Jay Zembower, County Liaison

**STAFF PRESENT:** Nicole Martz, President & CEO  
George Speake, EVP/Deputy CEO  
Shani Beach, Director of Properties & Exec. Initiatives  
Chris Breese, Procurement Analyst  
Russ Davenport, Fueling Manager  
Judy Desrosiers, Property Manager  
Anthony Eger, SAAPD Sergeant  
Stacy Entwistle, Sr., Director of Airline Services  
Steve Fussell, VP & Chief Strategy Officer  
Tommy Gentry, Director IT  
Kristina Gilmore, Lease Manager/Archivist  
Marc Gilotti, SAAPD Chief  
Lori Hunt, Executive Assistant  
Gino Martinez, VP & Chief Financial Officer  
Katee Mathis, Controller  
Bryon Morgan, SMS Director  
Jeremy Owens, VP & Chief Development Officer  
Lauren Rowe, Director of Communications  
Mike Robbins, SAAPD K9  
Rick Shea, VP of Operations & COO  
Roberta Stanton, Director of Procurement  
Jennifer Taylor, VP & Chief Commercial Officer  
Raul Veizaga, Marketing Manager  
Shawn Ziegler, SAAPD Captain

**OTHERS PRESENT:** Bob Begley, CE Avionics

**Sonya Brauer, SER  
Brad DiFiore, Ailevon Pacific  
Andrea Hernandez  
Wilbur Mathurin, Hoyle Tanner  
Jeremy Morton, CPH  
Dan Nichols, AVCON  
Paul Partyka, NAI Realvest  
Andrew Pierini, Ailevon Pacific  
Sandeep Singh, AVCON  
Greg Smith, Million Air  
Sam Stamps, C&S  
Craig Sucich, RS&H  
Robert Utsey, ZHA  
Carrie Williams**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE
2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING HELD ON (JUNE 4, 2024)

Motion by Board Director Smith, seconded by Board Director Bentley, to approve the Minutes of the Regular Board Meeting held June 4, 2024. Vote was taken, none opposed. Motion passed unanimously.

George Speake, EVP/Deputy CEO noted he had a non-agenda item to present, the recognition of the Authority's Fueling Operations within the Airline Services Department. Mr. Speake acknowledged Russ Davenport, Fueling Manager, and explained one of the things that happened when we were negotiating the contracts with Allegiant was a performance requirement, and that is a 99% on time performance, which equates to no more than seven delays in one month. This is a pretty stiff standard, but in the month of May Mr. Davenport's team achieved that. Russ has done a fantastic job, despite the fact that 2/3 of his employees are new. Mr. Speake wanted to recognize Russ and say "thank you" adding that he hoped that the team can continue to achieve this on a monthly basis moving forward.

4. END OF WATCH CANINE POEKI

Mark Gilotti, SAAPD Chief, recognized the accomplishments of Mike Robbins

and his previous K9 partner, Poeki. Chief Gilotti explained that Mike was paired up with Poeki in 2011, and they went to EOD training at Lackland Air Force Base, where Mike got over 400 hours of training with Poeki. After his training was completed Poeki was part of dignitary details for President Obama and President Trump. Mike & Poeki also had over 3,000 hours of utilizations. Poeki made his way around the Airport and got into the hearts of most people here; the passengers loved seeing him. Chief Gilotti explained that Poeki passed away on April 2, 2024, and on behalf of the Sanford Airport Authority and the Sanford Airport Police Dept. he presented a plaque to K9 Officer Mike Robbins memorializing Poeki's passing and end of watch as of April 2, 2024.

K9 Officer Mike Robbins stated that Poeki was a great dog; he was honored to work with Poeki and thanked the Airport Authority and SAAPD for honoring him.

Vice Chairman Robertson spoke on behalf of the Board and noted how much they appreciate the safety that is under the command of the SAAPD, it's a great job that they are doing.

#### 5. AILEVON PACIFIC - PRESENTATION

Steve Fussell, VP & Chief Strategy Officer introduced the Authority's Air Service Development consultants Brad DiFiore & Andrew Pierini with Ailevon Pacific.

Brad DiFiore, Ailevon Pacific presented an Industry Update to the Board which is attached and incorporated by reference into these minutes.

Chairman Dane thanked Mr. DiFiore for the presentation and said she found it to be really insightful and helpful. She asked for additional clarification regarding his reference of a 24-month timeframe, and his efforts in communications with airlines. She inquired if he's hearing from the airlines that they haven't heard from anyone at SFB before, or what was our development and marketing like to them prior to Brad coming on and helping us out.

Mr. DiFiore explained they've had conversations before, and he didn't get into detail about what their opinion of what their conversations were. He also noted that twenty-four months has been a consistent estimate of when airlines will be back to pre-pandemic status and they'd be looking at more new growth opportunities.

President Martz addressed Chairman Dane's question and said from her perspective the air service development engagement has taken a complete 180 from what the Authority was experiencing in its discussions about air service development. She added a lot of information was presented to the Board but that she wanted the Board to see how much data goes into this effort. Air service development, it's a part art and part science. To have a group that's really thinking about this airport, and that understands that you need to start with the data and you need to fully analyze what the opportunities through the lease of SFB

specified is very meaningful. She's said that she was not implying that OSI wasn't using data, but the efforts that Mr. DiFiore is explaining are here specifically directed at this Airport. The impression that she got frequently when OSI was managing Air Service Development was that we were part of a bigger air service development consideration for a bigger company that had lots of airports for which it was trying to develop air service.

Ms. Martz explained that she wanted the Board to understand what goes into the whole air service development process. She also wanted the Board to recognize what we are and what we aren't, instead of just trying to duplicate what's happening at MCO or just trying to catch something that doesn't land at another airport in a giant system of airports. Ms. Martz noted that although a new airline is certainly desirable, we have to recognize that #1 SFB has a good thing going here with Allegiant & we should be grateful for that and develop that further as well. This is the first time in the 2.5 years Ms. Martz has been here that she felt the Airport has a specific strategy laid out for air service development.

George Speake explained with the aging fleet, as the Boeing and Airbus issues persists, that two-year window for new service may get longer. This is because they have to replace the old planes with new planes in order to add planes to the fleet so it could get longer.

Brad DiFiore explained that he wanted to give the Board a realistic understanding of the air service development climate. He wanted to make sure that everyone understands the context that you're an airport in a system and that system has been under a lot of trauma and a lot of change and it's still going through a lot of that, so you're going to be impacted by things that have nothing to do with anything that is happening here. The 24 months is a good example of it, if they had unlimited growth right now, we would be talking about a lot shorter timeframe. But you're impacted by fleet issues, network planning issues, recovery, all these things. Part of his job is to make sure the Board understands the context of what's going on overall and how SFB fits into it.

Board Director Miller addressed President Martz and noted that the significance of what she's presented to the Board today is something we should have had many years ago to guide us. He inquired if we're positioned to bring in another carrier, whether a legacy, a mid-level or strictly low cost are we positioned to bring them in as soon as possible.

President Martz replied absolutely.

Board Director Miller asked do we have that either in writing, or do we know in our heads what we can and need to do. We've all listened to you but he wanted assurance that if you get it, you'll announce it if it's 3-6 months a year and half we get them, are we ready, is it in black and white on our part that we can start them up.

President Martz responded that SFB is ready, although the one challenge that we have is if it's an international carrier is ensuring CBP service. But from a facilities, staffing, and operational standpoint, the Airport is ready.

President Martz added that we've got the gate space, staffing, and the concessions are in the midst of being updated. She felt we're incredibly well positioned not only for new service but also to help Allegiant grow, which we can't ever lose sight of because we really do have a good thing. Her only concern is on the international side, which we think we have a fix for.

Discussion ensued regarding Melbourne Airport.

Brad DiFiore explained he was at Melbourne about ten years ago and they have a significant amount of non-aeronautical revenue. Its lease holdings generate significant revenue. They own land that's not actually on the airport that they lease revenue from that they developed.

Discussion ensued regarding Arajet.

Discussion ensued regarding Copa Airlines.

## 6. LIAISON REPORTS

### A. City of Sanford

Mayor Woodruff thanked President Martz, George Speake, Gino Martinez & Katee Mathis for meeting with everyone on the City Commission and updating them on the Airport transition and the proposed budget. President Martz stated they appreciated the time the Commission took to meet with them. Mayor Woodruff reported: 1) Water & Sewer improvements continue; meter exchanges are now occurring at 200 per week with expected total of 25,000. There is a new issue that's shown up, the City always heard when a bill was too high, they are now discovering all the bills that were too low and will be addressing how to forgive or bill over time the people who have not been paying full cost of their usage, this could be years. 2) Regarding Water Treatment issue with dioxane and now PFASS, the City had received a commitment from the Dept. of Environmental Protection for \$78B for a new plant with the small print caveat of "if your first in line". They did give us \$6M for planning we were able to rush that through we approved the facilities plan and we will be back before them in August hoping for funding of that. The good news and this never happens, the \$78M projected cost is actually \$48M. 3) The Sanford Mall expecting a major announcement on mall ownership in about three months. 4) Last item or next best, the City is in discussion with a hotel group about downtown Sanford, preliminary but it looks a little more positive than the ones we had before.

Board Director Robertson updated the Mayor, former member of the Board John Williams with Wayne Densch had received his building CO for a \$17M project which will give Sanford some tax revenue. Mr. Williams appreciates all the work the Mayor has done for him.

B. Seminole County

President Martz referenced a report Commissioner Zembower provided for the Board in his absence which is incorporated herein by reference.

President Martz noted that she and George Speake met with the consultant for the SR417 connector project to discuss possible impacts to the Airport.

She and George are also part of a planning advisory group for the PD&E Study for that connector. The study is on a very expedited schedule, with an initial completion date of the end of this year. They have the original four routes that were previously provided. One of them impacts the Airport, it goes through the runway protection zone and at the end of 18-36 so that will have to come off the table. They've added another alignment at the urging of the environmental advisory group and maybe some of the homeowners they have now added another alternative that they're going to take a look at in the PD&E which they are calling "the via" it is an elevated alignment on top of East Lake Mary Blvd. She doesn't know if it will be a feasible alignment but they were asked to take a look at it and CFX directed the consultants to follow up on that request. She noted that she has asked that CFX reconsider the title of the project because it does not just benefit the Airport. Significant development is occurring on East Lake Mary Blvd., and traffic volumes on East Lake Mary Blvd. are going to increase significantly because of this is the growth area. She thought it was important that the community understands this project is not just for the Airport; that the Airport isn't the only beneficiary. She added that the community needs to be concerned about what happens if the project doesn't come and how that changes their quality of life.

Board Director Bentley requested Mayor Woodruff provide and update on the catalyst site.

Mayor Woodruff reported the City upheld Staff's denial of the proposed plan because it did not meet the requirements of their agreement. The applicant has since re-submitted a site plan that matches the required layout, but they still have not provided enough information for the City to decide if the site plan can be approved. The parking area issues remain.

7. COMMENTS FROM THE PUBLIC

None

## 8. CONSENT AGENDA

- A. Consider approval and authorization for the President to execute the Utility Easement Agreement with Florida public Utilities (FPU).
- B. Approval and authorization for the President to execute the Non-Concessionaire Off-Airport Rental Car Agreement with You Tourist LLC.
- C. Approval and authorization for the president to execute the Non-Concessionaire Off-Airport Rental Car Agreement with Florida Van Rentals.
- D. Approval and authorization for the President to execute the Non-Concessionaire Off-Airport Rental Car Agreement with Florida Van Rentals.
- E. Consider and authorize the disposal of SAA/OSI surplus equipment, miscellaneous, and Lost/Found items in Attachments A&B.
- F. Consider approval of Addendum C to Lease No. 2021-033 for Air Essentials, Inc., d/b/a Florida Clay Art, Co. building #256 located at 1645 Hangar Road, Sanford, FL 32773.
- G. Consider approval of Addendum C to Lease No. 2022-013 for IPC Paving, LLC for 620,700 square feet (SF) of land located in the commerce park at Orlando Sanford International Airport, Sanford, FL 32773.
- H. Consider approval Addendum A to Lease No. 2023-032 for Jetflow Aviation Training LLC, building #132 located at 2805 Carrier Ave., Sanford, FL 32773.
- I. Consider approval of Lease No. 2024-121 for Jetflow Aviation Training LLC, building #515-2 located at 2842 S. Mellonville Ave., Sanford, FL 32773.

Motion by Board Director Smith, seconded by Board Director Crosby, to approve Consent Agenda items A-I. Vote was taken, none opposed. Motion passed unanimously.

## 9. PRESIDENT'S REPORT

President Martz referenced her powerpoint presentation, incorporated herein, and requested Jeremy Owens, VP & Chief Development Officer to present updates on the following topics:

- Stormwater Master Plan Update: Draft Report being delivered today;
- SAA Maintenance Facility Replacement: Scheduling demolition and wall installation;
- ARFF Station and Building #37 Generators: Building 37 (100% complete), ARFF (95% complete);
- Runway 9L Rehabilitation: Awaiting FAA Grant. Anticipating Aug. approval;
- Taxiway A Rehabilitation: Awaiting FAA approval of ALP Update;
- Remote Parking Lot: Project Postponed;
- Stormwater Pond Improvements: Staff is reviewing scope.

Terminal Projects:

- SSP Renovations – Sanford Tap opened 6/24. Brew Landing – opening 7/9 (est.) Nature’s Table – Work starts 7/15 +/- Hollerbach’s – In permitting, work starts Aug/Sept (est.)
- FIS Renovations – Work starts 7/21 +/-.
- Secure Corridor Removal (Terminal West) – Awaiting FAA Grant. Anticipating August.
- Terminal Ramp Improvements – Bidding this month.

Vice Chairman Robertson requested of Mayor Woodruff that he assist with the processing of the Airport’s Hollerbach’s project.

### Development

Paul Partyka, NAI Realvest updated the Board regarding Development & Real Estate Activity: American Builders Supply/Kodiak, preparing lease for August Board meeting; Met and toured with 10 major developers, one week follow up visit this week; working on 4 responses to Letters-of-Intent (LOI), ranging from 10–80-acre parcels, including the first retail site.

President Martz explained American Builders Supply really is coming to the Board in August and she believes there will also be one letter of intent coming in August. There is a lot of things in the hopper.

Two other things that he’d like to talk about was infrastructure and workforce. At this point and time, we’re getting calls even on the weekends and meeting up with people that want to talk about the opportunities here at the Airport. It’s a matter of time, it’s getting there.

President Martz noted it’s a target rich environment right now.

### VP & Chief Financial Officer

Gino Martinez, VP & Chief Financial Officer reported:

- May 2024 Dashboard
- Cash & Investment Balances
- Finance and Administration Updates: June 2024-positive net cash flow; FY2025 Budget Finalized; FY2024 Budget Amendment.

### Miscellaneous – Communications

Lauren Rowe, Communications Director updated the Board regarding: Marketing sponsorship of the City of Sanford Star Spangled 4<sup>th</sup> of July celebration; UCF Ladies Knight 3-year marketing sponsorship; Social Media Update; Univision marketing sponsorship featuring COPA America USA 2024 & UEFA EURO2024 Germany and she played a Univision commercial that was filmed in the terminal.



## 10. COUNSEL'S REPORT

Brett Renton introduced two summer associates Andrea Hernandez & Carrie Williams that were present to observe the meeting. Mr. Renton updated the Board on the OSI/SAA Lawsuits: SAA filed a motion to dismiss OSI's Breach of Contract lawsuit. SAA has filed suit against OSI for breach of contract with other causes action, seeking least \$55M in damages. Based on that. Mr. Renton requested under Florida Statutes 286.0118 a Shade Session should it be needed as this action moves forward.

Mr. Renton presented an update on GOAA: we have not heard from GOAA concerning any follow-up on our mediation that was continued, but we are continuing to litigate and continuing to conduct the discovery in the case so nothing has stopped us from moving forward. He noted the Board of GOAA take of the month of July. So, it can't take any formal action until August.

## 11. CHAIRMAN'S REPORT

Vice Chairman Robertson noted at the Budget Workshop the smoking deck was discussed and there was a lot of conversation about changing the name. The Board would like to seek some direction given to the Executive Team to downplay the smoking part and name it our "observation deck".

President Martz stated she understood.

Vice Chairman Robertson stated he heard from Brad DiFiore during his presentation that in the industry the first quarter is the slowest for most airlines, but it's not for SFB is that due to our leisure travel that keeps going?

Vice Chairman Robertson noted Board Director Miller has a Birthday coming up and the Board wished William Miller Happy Birthday.

Lastly Vice Chairman Robertson explained he had never heard some of the information that Brad DiFiore presented in the Air Service Development presentation and he asked that the Board Directors receive a copy of the presentation. And he inquired if we had enough incentive money to offer these airlines anything or if we need to be looking towards our North Orlando partnership.

President Martz noted that the FAA limits what airports can offer to incentivize air service; there are some things we can do with respect to waiving fees assisting in marketing, but other than that pretty much our hands are tied. We did get a commitment from the County, over two years ago, to take some of the money it received from the ARPA Program, for Air Service Development. As part of its ARPA plan, the County set aside \$1M for airline incentives. We've been trying to get an agreement squared away and that Chairman Zembower has been very supportive and very insistent that money is still there and available. We don't have a formal

agreement yet but we've been pushing pretty hard. Ms. Martz has talked with the County Manager and he has assured her that is going to happen.

12. DISCUSSION AGENDA

A. Approval of the Authority's FY25 Operating and Capital budgets including the Employee and Wage Schedule.

Motion by Board Director Miller, seconded by Board Director Smith, to approve the Authority's FY25 Operating and Capital budgets and the FY25 Employee and Wage Schedule. Vote was taken, none opposed. Motion passed unanimously.

B. Approval and authorization to amend the 2023-2024 Fiscal Year Operating & Capital Budgets.

Motion by Board Director Smith, seconded by Board Director Crosby, to approve an amendment to the Fiscal Year 2023-2024 Operating Revenue, Operating Expense, and Capital Budgets by \$1,240,000 (5%), \$2,541,525 (10%), and \$7,592,768 (19%), respectively. Vote was taken, none opposed. Motion passed unanimously.

13. OTHER BUSINESS

President Martz reminded the Board of the Joint Meeting with the City of Sanford is scheduled for August 26, 2024 to approve the Budget. And the Florida Airports Council Conference is August 11-14, 2024.

14. NEXT MEETINGS REGULAR BOARD MEETING (AUGUST 6, 2024) AND JOINT BOARD MEETING (AUGUST 26, 2024)

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:57 a.m.

Respectfully submitted,

  
Nicole Martz, Esq., AICP  
President & CEO

/lh