

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
FEBRUARY 4, 2025  
8:30 A.M.**

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

**ABSENT:**

**STAFF PRESENT:** Shani Beach, Director of Properties & Exec. Initiatives Admin.  
Chris Breese, Procurement Analyst  
Judy Desrosiers, Property Manager  
Stacey Entwistle, Director of Airline Services.  
Erroet Figueroa, Ramp Manager  
Tommy Gentry, Director IT  
Marc Gilotti, SAAPD Chief  
Renato Gonzales, Jr. Asst. Director Airline Services  
Lori Hunt, Executive Assistant  
Danette Maybin, Human Resources Director  
Bryon Morgan, SMS Director  
Lauren Rowe, Communications Director  
Rick Shea, VP of Operations & COO  
Roberta Stanton, Director of Procurement  
Raul Veizaga, Marketing Manager  
Shawn Ziegler, SAAPD Captain

**STAFF VIRTUAL:** Nicole Martz, President & CEO  
George Speake, EVP & Deputy CEO  
Katee Mathis, Interim CFO

**OTHERS PRESENT:** Linda Barker  
Jack Bojinov, OEP  
Sonya Brauer, SER  
G. Hall, Lamar

**Allison McCuddy, FDOT  
Frederick Mellin, Jr., ZHA  
Paul Partyka, NAI Realvest  
Sam Stamps, C&S Companies  
Robert Utsey, ZHA**

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

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON  
(JANUARY 7, 2025)

Motion by Board Director Smith, seconded by Board Director Gregg, to approve the minutes of the Regular Meeting held on January 7, 2025. Vote was taken, none opposed. Motion passed unanimously.

4. LIAISON REPORTS

- A. City of Sanford

Mayor Woodruff reported: 1) February 8<sup>th</sup> the Commission will hold a goal setting session to identify and clarify items over the next couple of years to focus on; 2) Mall-update looking forward to staying on track and closing in the next month; 3) Kudos to the Airport on Aerospace & Aviation Day; 4) George Speake met with and hosted Boy Scout Troop and the Scouts toured the Airport; 5) Upcoming Spring events: Garden Tour, Battle at Camp Monroe, Love Your Shorts Film Festival, & Sanford Porchfest.

Board Director Bentley thanked Mayor Woodruff and the City of Sanford regarding the celebration of Dr. Martin Luther King a wonderful four day event that wouldn't be possible without the support of the City of Sanford. Mayor Woodruff felt the parade this year set a much higher bar.

- B. Seminole County

Chairman Zembower reported: 1) SR 417 to Sanford Airport/Lake Mary Blvd. Connector a public workshop was held January 14<sup>th</sup>. Three of the four alternatives presented are currently two lane roads with the capability to expand to four lanes. Anticipated completion date for the PD&E study is mid-2025. CFX held a PD&E public meeting that presented five alternatives for the proposed alignment that ranges between \$172M-\$499M; 2) East Lake Mary Blvd./Sanford Avenue Improvement Study staff is engaged in discussion with the property owner located on the SE corner of S Sanford Avenue/E. Lake

Mary Boulevard. The goal is to determine the property owner's interest in collaborating with the County on proposed improvements for that intersection and area to widen the road section there; 3) Development areas DRC in and around the Airport: Update on a previous project the Concrete Recycling Special Exception, Proposed Special Exception for a concrete recycling facility on 4.97 acres in the M-1 Zoning District located on the west side of Cameron Ave, north of Moores Station Road. They are required to have a community meeting, this is a special exception it will need to go to the P&Z Board and Board of County Commission to request that special exception; 4) Kings Crossing – Pre-Application, this is rezoned from PD to PD a Site Plan for commercial retail, townhome and apartment development on 32.61 acres located on the southwest corner of E SR 46 and Richmond Avenue. This proposed mixed-use development requires small scale future land use amendment and PD as developed in Seminole County. Update: The applicant is withdrawing the application and will resubmit to the City of Sanford per the Joint Planning Agreement; 5) Allen's Commercial Center-Site Plan, Proposed Site Plan for a commercial office on 0.85 acres in the C-2 Zoning District located on the west side of Sanford Avenue, north of E 27th Street. Proposed site plan for commercial development within Commercial C-2 zoning. The proposed use is office buildings. This project is currently under review and is tentatively scheduled to be discussed at the January 15<sup>th</sup> DRC meeting. The applicant has received his first round of comments and is due to reply back and staff will make recommendations at that time; 6) Proclamation proclaiming Black History Month at the next BCC meeting; and 7) The last piece of right-of-way for the Midway Drainage project.

Board Director Bentley noted the last meeting at the Civic Center regarding the 417 interchange was well attended and answered a lot of questions, he felt a lot of people are a little more relieved because it was a good turn out and very informative. At the last Midway Coalition meeting someone was present from the County to tell the residents that the project manager was changed, the residents hadn't been forgotten and they were relieved to hear that also.

Commissioner Zembower replied he appreciated that. The County will be holding a Board Retreat March 13<sup>th</sup> to discuss the 2<sup>nd</sup> Phase of Five Points and moving and also marketing the existing properties the County resides in at the County Services building as well as all the other properties that are owned by the County in the downtown region. This will set the next several years of key strategic priorities for the Board of County Commission.

President Martz addressed Chairman Zembower regarding the 417 project and inquired if the County is going to issue a position on a proposed alignment.

Chairman Zembower replied yes we will, it will be based on several things: what appears to be the best most efficient route with consideration of cost of taking right-of way and impact to the area.

President Martz stated she wasn't sure who the County point person was on the project and she asked to coordinate with the County because she felt the Airport needs to take a position. The Airport has been talking with city staff about everybody trying to be on the same page and she felt we are already although there are a couple of alignments that make more sense. She thought it might be important for all entities the City, County & Airport we don't have to be on the same page but at least have a conversation of "what our thinking is" regarding the alignments. It would be beneficial for everyone to at least understand where the others are coming from. She inquired if this is something the County is interested in.

Chairman Zembower replied he understood and he's given direction to Darren Gray, County Manager that before the County takes any position on the proposed routes that we are to caucus with the Airport & City before we speak to that issue though as they move along they are under direction to collaborate with our partners.

President Martz noted the City & County have been on the calls that have been held with CFX and she felt it would be beneficial if the Airport, City & County we are all saying the same thing if that is possible.

Chairman Zembower understood and stated the County is in conversations behind the scenes to a certain extent that we have a preference to get the four lane in opposed to the two lane, so there's a whole other discussion going on there.

President Martz replied the Airport prefers the four lane option.

## 5. COMMENTS FROM THE PUBLIC

None.

## 6. CONSENT AGENDA

- A. Consider approval for Lease 2024-140 for Airline Training and Lease Corporation, Building 149 (4,020 SQ FT) located at 1673 Hangar Rd., Sanford, FL, 32773.
- B. Consider Contract Award to Top-Ranked Firm for Request for Qualification #2025-005-RFQ – Economic Development Consulting Services, and Authorization to Execute Contract #SA-2025-027 with ZHA Incorporated.

- C. Consider approval of Addendum C to Lease 2004-026 for Vanguard Car Rental USA, LLC, building #540 located at 2500 E. Airport Blvd. Sanford, FL 32773.
- D. Award of Request for Proposal #2024-003-RFP – Airport Terminal Advertising Concession – Project award and authorization for the President to execute contract #SA-2024-064 between the Sanford Airport Authority and Lamar Airport Advertising Company for Airport Terminal Advertising Concession Services.
- E. Consider the renewal of Fuel Agreements Relative to the SAA Storing and handling into-plane Fueling needs Fueling needs for the Terminal, including: (1) the Fuel Farm Management Agreement with Aircraft Service International, Inc. dba Menzies Aviation; (2) the Fuel System Agreement with Allegiant Air, LLC; and (3) the Into-Plane Fueling Agreement with Allegiant Air, LLC.
- F. Consider extending the Letter of Intent to lease 36 acres for PPK Aviation, LLC.

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

## 7. PRESIDENT'S REPORT

President Martz referenced her PowerPoint presentation, incorporated herein, and requested George Speake, EVP & Deputy CEO present updates on the following topics:

- Stormwater Master Plan Update: Awaiting alternatives report and permit submittal;
- Runway 9L Rehabilitation: Mainline milling/paving continues. Electrical work has begun;
- Taxiway A Rehabilitation: Awarded last month. Field work begins Q2;
- Remote Parking Lot: Bids due this month;
- Stormwater Pond Improvements: 60% plans expected this month; and
- Midfield Water & Sewer Project – NTP expected this month to start design.

### Terminal Projects:

- Hudson Retail – 30% plans reviewed by staff;
- FIS Renovations – Material delivery and wall construction begins this week;
- Secure Corridor Removal (Terminal West) – Demo 90% complete and reconstruction 80% complete;
- Terminal Ramp Improvements – Work began last week. Milling and concrete repairs ongoing from Gate 12 to 16;
- Generator Replacement (Admin/PBB) – Shop drawing and schedules – June install (est);
- Chiller 2 Replacement – April install (est); and

- Elevator 1 Modernization – April/May install (est).

Chairman Robertson inquired of George Speake, regarding the Remote Parking Lot, indicating that it was in the Board minutes that bids were going to be received January 21<sup>st</sup>, “did that not happen and it’s been pushed back or did that happen”?

George Speake stated it was pushed back, there were quite a few questions that came back from builders, and in order for staff to be able to get all those questions answered we had to push back that bid opening to provide that time for them.

Board Director Smith inquired of George Speake, on the Ramp Rehab, that ramp isn’t that old, we’ve replaced all of that, is that just a maintenance issue from our previous Terminal Manager.

George replied yes and partially no, the asphalt in certain areas is older then you think, but some of it is due to lack of maintenance. The joint sealant and what have you was not kept up with, which you know that allows water into the concrete and the asphalt and when that happens you get early deterioration. We also had some blistering on the asphalt and once that starts happening there’s no fix except through mill and overlay. He didn’t know if the blistering could have been prevented but keeping the joint sealed properly maintained would have extended the life of both the asphalt & the concrete. The asphalt because the water once it gets in the concrete is then able to work over into the asphalt as well.

Board Director Smith replied so when we do a project like this do we break out the lack of maintenance portion for the record opposed to just the needed maintenance.

President Martz stated we do track that, but she added while some of this is normal maintenance, a portion is also delayed maintenance. The entirety of the ramp should have been addressed sooner than now, and that would have been partially an obligation of the Airport and partly an obligation of OSI. It is something that should have been addressed before they left. She just wanted the record to reflect that there would have been an obligation on the overall project had it been addressed in a timely fashion; it just got pushed. We’re having to use money that we would have used for other projects to cover what was in OSI’s share on the project. She clarified for the record that it is the delayed maintenance on the joint seal and things like that clearly were an obligation on the part of OSI. In general, there were some obligations under the contract to share in the overall repair and maintenance of the ramp and it’s our position that it should have been addressed sooner then it’s being addressed now and that would have been a partial obligation on the part of OSI and we are tracking all of that.

## Development

Paul Partyka, NAI Realvest updated the Board regarding Development & Real Estate Activity: 1) Increased publicity kudos to Lauren Rowe & Robert Utsey; 2) Nicole Martz chosen for OBJ 2025 “Women Who Mean Business”; 3) Activity: Inlight Development & Foundry; and 4) Kudos to Shani Beach who has worked with Diversified Development on the aviation portion and now she will be working on the commercial portion.

Board Director Smith requested an update on Queens Crossing.

Paul Partyka replied nothing specific although he understood there may be things in the hopper. He felt once Kings Crossing is completed they would move on to Queens Crossing.

Robert Utsey, ZHA updated the Board regarding 1) NBAA Regional Forum February 26<sup>th</sup> at Orlando Executive Airport; 2) MRO Conference in Atlanta in April; 3) Setting the calendar with Paul Partyka for all the Commercial Real Estate events during the 2025 year to exhibit for the Airport; 4) Conversations with Florida High Tech Corridor, they have some grant funds they want to deploy to initiate cluster development and they are very interested in talking to the Airport about creating a cluster here; 5) Conversations with two nationally recognized entities, one plans to bring their entire research footprint here and would be located at the site of the dorm building. And on the north side another entity with next generation energy storage this is high tech and will seize our vision of having our workforce development hub eventually at the site of the dorm building.

Board Director Sweat noted that he spoke with Paul Wahnish who is building a \$27M Career Tank called Education Center over on the coast and apparently his mission is to line up and do these all around the state. When he mentioned Robert Utsey to him he said he'd like to talk to you Robert, and we're going to get you together. Mr. Wanish is talking with Florida High Tech Corridor as well.

Robert Utsey replied that all of these stakeholders are going to help us create this Work Force hub which is going to attract a lot of companies that we want who will provide high wage jobs.

## **Interim Chief Financial Officer**

Katee Mathis, Interim Chief Financial Officer, shared the following information:

- December 2024 Dashboard; December was a 9% increase in passengers, 276,000. October storms significantly impacted the ATM's & passenger numbers for Q1 this was an Allegiant route that was specifically effected. ARPA terminal revenues will be pulled down a bit over the course of the

fiscal year, they are below the line. With positive performance in December the ATM variance did close from just over 2% last month to under 1% and the passengers numbers went from 10% down to only 6%. December historically is SAA's fourth best month in terms of passenger enplanements and there was a 32% increase in passengers month over month which November was low from the recovery of the storms. We're still recovering and the passenger numbers are 98% of the forecast for December. Operating income the expectation is there that we're going to be flat until we get to March 2025 where growth is expected. Operating Revenue is affected by ARPA & the storms; Aviation Revenue we have a slight negative variance, -1.6% it's flat from last month. Fuel Flowage is still significantly affected by the October storms because of reduced service on campus. December overperformed by 5% so we're expecting parity soon. Terminal Revenues -10% variance here, two months ago in October it was -18% its going in the right direction the negative variance is closing on itself. If we account for the entire variance in Operating Revenues it comes from a couple different items of course ARPA & storms. Any type of passenger driven revenues are down. Some categories like parking are helping us on the revenue side but the expense side you'll see that it is kind of hurting us until we get the new PARCS System in place. The negative variances are being closed from October. Airfield Revenue is true to budget and we've closed a -6% variance that is a good thing we've eliminated that underperformance in October due to the interruption of the service. Ground Transportation a significant positive variance here of almost 58% this is due to the changes in late 2024 after the budget for FY25 was adopted as we increased the ground transportation fee's. A budget amendment will be coming around spring quarter. December continues a positive trend because we got the low revenue for the last two months, all out of our control. Overall, the 13% variance has been hedged to just under 7%, with the expected stagnation over the next couple of months until March. We are looking to see our top three peak months coming up soon, so we're all looking forward to the jump in revenues there. Operating Expenses, salaries are marginally over budget, the previous amendment that was passed accounted for a 10% closing variance, this variance has increased slightly due to the holiday OT and the compensated absences it is expected to start closing early Q2 due to the holiday time that was taken off by employees. Professional Contracts -8.5% variance.

Board Director Dane requested an explanation did we not factor in the overtime and the time employees were taking off in salaries?

Katee replied we had a pop and the variance just slightly increased because of the holiday overtime and the valuation of our compensated assets. We had a significant number of employees taking the holiday's off and we also had a holiday bump because of that and not as many took off



as we were expecting. The compensated absences liability has grown a little bit. We have Q2 spring break time for that to even out a little bit more.

President Martz added a thing to keep in mind about the budget is that our business is seasonal but Katees analysis largely takes the budget and divide into 12 equal pieces for comparison. Isn't necessarily a true indication of how we're going to perform through the year. It really is the budget numbers for the entire year, and so we're three months into the budget year and as we get further into the year you'll have a better picture, although we try to look at why there were variances. She explained at the last meeting she cautioned the Board not to get too worried this early in the budget year about where the numbers are. We're watching very closely. And she promised as we get a little further into the budget year, we're confident believing they're going to even out. We've discussed how can we better report this so that it gives the seasonality, it's just difficult to do. Starting this month, we'll start to have a better idea how the rest of the year is going to shape up if that makes sense.

Katee Mathis explained we have been able to track trends especially the trends for our revenue side we're trying to allocate that to the correct month instead of evenly over the full month and we're wanting to do that on the expense side. But until we have a full fiscal year especially operating post transition, as Nicole said it's a lit bit harder, so this first quarter/quarter and a half of the new fiscal year sometimes you'll see things not in the best light because we tracked it over a full 12 months.

- Professional & Contract Services: -8.5% variance this jumped up. The main reason is a few drivers such as the debt issuance cost for the projects we have and the terminal apron project. That happened in December, it was on a letter of credit. Approved parking management fees higher revenue in December. This means higher increased parking management fees, hopefully by March we won't see those anymore and we'll be retaining almost \$70,000+ a month in the management fees. Legal fees associated with various items. Properties Marketing & Advertising: this is a -21% variance the over spend here is a function of timing, some expenses are also related to Aviation Day & TV spots and the upcoming MRO's America Conference. This variance is expected to close in the next three months or so. Fuel Tool Supplies: we're under budget even though December activity increased the underspend is still related to October/November activity from the storms. Repair & Maintenance this is under budget and is mainly a function of timing also, there are certain costs related to deferred maintenance such as temporary chillers. We really hope the replacement chillers go in soon.

Discussion ensued regarding the chillers.

Katee explained these are just the temporary chillers, not the project ones these are just to get us through. That's why it's mainly driving it up because we are renting these until we get them fixed. Utilities are under budget attributed to the cooler months and it's expected this variance is going to change going into summer. Overall passenger driven revenues is still down mainly because the ARPA adjustment and those few unanticipated items in October, but they have closed considerably so we're just going to have to watch or and manage our expenses across January/February and wait for the surge in March.

- Cash & Investment Balances; Investment income still continues to perform better than budget average rate of return is still 4.6 but we know the Federal rate cuts are starting to take shape; expecting that investment income to go down slightly. October 2023-December 2024 we have officially exceeded the investment income budget for 24/25 combined. For the remainder of 2025 all investment income is incremental income to non-operating.
- Procurement Dashboard: 1) Board Notifications: Economic Development Consulting Services (Board Approval-Contract Award) RFQ, February; Airport Terminal Advertising Concession (Board Approval-Contract Award) RFP, February; 2) Solicitation Responses Due: Airport Remote Parking Lot Construction Re-Bid, Invitation to Bid, February 12, 2025; 3) New Solicitations: Digital Signage, Request for Information, February;
- Finance and Administration Updates: January '25: ARPA Concessions Credits to Concessionaires; Start of Significant Capital Projects.

Board Director Sweat commented that after 3 months of the year to date to lose \$1.2M is alarming to him, and it's probably alarming to everyone else on the Board. He's scheduled a meeting with Nicole to discuss his concerns though he's only been on the Board for a year is that we expected post transition to be in a positive cash situation. It's concerning to him that salaries and benefits went up; sales are flat at best. He thought this is something that Nicole and Katee are well aware of but again he thought we have to be very thoughtful about the current situation and what's going on. Because it doesn't seem to be what he thought it was going to be last February.

President Martz asked the Board to keep in mind that the bulk of the shortfall is related to the ARPA payments so what you're seeing as a negative on the terminal the lion's share of that is the ARPA. We already received those funds from the Federal Government in a different fiscal year so it is throwing things off. She asked everyone to keep that in mind, she felt that is a reporting issue.

Discussion ensued regarding how long the ARPA payments will continue.

Katee Mathis thought until August or September of this year. She explained the majority of them will start falling off because different concessions depending on how much they did with us during Covid got different amounts. Our biggest one estimated was \$500,000+ over the course of 10 months. We got paid that but then we credit them back in their concessions so we'll start seeing probably the later half of this fiscal year below the line we'll see that gap close. But if we put those ARPA revenues back in we would just be -1% because it's \$540,000 now year to date. She agreed with President Martz we can discuss how to report the numbers a little better so they don't look so jarring. It's just that we have to report below the line since we received the money last fiscal year.

Board Director Sweat inquired looking at ARPA revenues is the \$539,000 for the first quarter meaning October, November & December.

Katee Mathis replied yes year to date but it is fiscal year to date October, November & December.

Board Director Sweat felt it would be helpful to work with finance and get some better reporting. He thought to show trends with these types of statements it does blur month to month by aggregating the year to date data. And that's some of the fluctuations that Nicole is talking about, so it does help to kind of polish of the sharp edges. But again, even with the \$539,000 loss you know we lost approximately \$700,000 in the first three months of the year and some of that could be from travel and the storms. He's not sure that we had the vision a year from that date that we would lose \$700,000 in the first three months of operation so again its kind of you know it is what it is and we're doing the best we can with what we've got and we've got to live with it, but we have a responsibility as the Authority to make sure we don't run out of locks.

President Martz said she'd work with Katee on this, but didn't want to characterize it as a \$700,000 loss of revenue, because we have revenue, it has been offset by the ARPA funds we received last year but are spending this year. If you look at strictly the revenue, you take the ARPA money out, we are below what we expected but not to the degree that it is. It is not that we're not realizing actual revenue money coming in, there's just a portion that we have to give back. She wanted to be careful about how we talk about where we really are on our forecasting for revenue. When we get into the spring break traffic the revenues are going to start to even out. That being said she does agree that this discussion in and of itself is evidence that we need to do a better job in reporting so that she's not having to explain "remember this/remember this/remember this". And she also agreed we're concerned nobody wants to see red on any of the balance sheets, especially her. She's trying to minimize the concern; she does want to give the Board some context that better reporting can give you a better picture.

Board Director Sweat told President Martz he appreciated that, and he does want to help her and Katee get this done. To her point, he think these financials are their communication to the Board, and they shouldn't be a Rubik's cube. He shouldn't have to read nuances and go backwards and look at 100 pages of footnotes to figure it out. He thought there is a way to communicate this so that everybody is kept up to speed on it. He looks forward to working with her and Katee and see if he can help them on that. He said it's unfortunate that she's not present today for this message but he felt the need as a Board member to bring it to light.

President Martz replied she doesn't have to be there to hear him loud & clear and she agrees with him and appreciates what is a very constructive discussion. And she knows Katee welcomes it too. She thanked him for bringing it up. We are in a state of constant improvement and she wants the Board to be able to very quickly understand what is happening. And as this discussion has demonstrated that this is not the case right now but we'll get it pulled together.

Board Director Sweat thanked President Martz.

Board Director Dane addressed Board Director Sweat and stated she loves that he's digging into the finances and that each of the Board members bring a different set of skills to the Board. She noted discussing the financials is complicated and hard to navigate sometimes. She suggested that the Board have a workshop on the finances or a projection, not a whole day, just 30 minutes. To Richard's point it's been a year, and we're really not quite where we thought we were, we might be there in May she has no idea, it would just be nice to have a little more of the overview or input about where you think we are, where we're going and how this is going to actually pan out year end.

Board Director Miller thanked Board Director Sweat for bringing this out in the detail he did today, because it's very significant when we get this email each month and look at. Most of what Richard put on the table has been questioned month to month and he thought the constructive nature is significant. And then to Board Director Dane he thought her idea is even more relevant getting the Board together once this gets a little more cleaned up can be very helpful and a welcome thing for us. Another point the reference of storm damage; he inquired how many more months are we going to be hearing that in the fiscal financial report.

Katee Mathis replied she's hoping this is the last month because it seems like as of December we've fully recovered so she'd do her best not to mention the word storm next month.

Chairman Robertson noted for the public record there was a hurricane that went through the Ashville, NC area and caused significant damage. What we're relating that to is there was an Allegiant flight everyday into Ashville that was

cancelled for a lot of days and that does affect us. He explained that as Chairman he meets with Nicole, George & Brett ahead of the Board meeting to review everything so we're all on the same page. He expressed to President Martz that the Board needs to see real numbers and this is why having December numbers shown in February is frustrating, now we're 30 days late and we don't know what's going on. But President Martz has assured him and he believed the numbers because he's a math man and feels very okay with our numbers at this Airport and how we're running it. Did we budget correctly, maybe not, did we not show it properly, no we aren't even showing it properly, so we're going to get this handled.

Board Director Dane requested an update on air service development.

President Martz updated the Board staff continues to meet weekly to discuss air service development. There is an air service development conference next week and we will have a presence there, and have several meetings set up with both international and domestic carriers. Steve Fussell and the Air Service consultant will be there presenting. She explained we like to talk very high level with public meetings what we're trying to do, but we're happy to set up briefings with each of the Directors to give you an idea where we are and where we see our strongest prospects, and our strongest opportunities. We can get Brad back out here or electronically to give you a global update.

Board Director Dane said she understood this is something to keep highly confidential and she gets that. She noted that having been the Chairman she was a little more in the know. Although if there are weekly meetings, and she nor the Board have had an update in 6 months since the last time the consultant was here then maybe a quarterly phone update could be provided before the meeting.

President Martz informed the Board that she would have Lori get something on the schedule. Anyone who wants a meeting, I'll have her reach out and we'll get a meeting on the schedule.

Chairman Robertson noted there was already concerns around the table about that so he was glad Board Director Dane brought that up.

Board Director Sweat referenced the finances and stated he's not saying this because he thinks there is cause for concern, he thinks President Martz is doing an awesome job. This is just business, and there are headwinds in business and we've got to respond. He knows staff is responding, he's totally confident in the team, and he didn't bring it up to cause concerns.

Board Director Robertson stated he appreciated Board Director Sweat's comments that is what this Board is about, and he felt President Martz appreciated that. Personally, he felt we are in a good position. And he felt Katee

needs help, we put her in this spot and it's a tough spot to do, and she's doing a good job and we can direct her to do a better job.

#### Miscellaneous – Communications

Lauren Rowe, Communications Director, updated the Board regarding: 1) Aerospace and Aviation Day news coverage video; 2) Aerospace and Aviation Day attendance 5,437; 3) SSP Grand Opening in the terminal event; 4) New Friendly “Bee” Security Entrance featuring Flippit; 5) Televised Development Coverage; 6) Social Media Update; 7) SFB sponsorship of 2025 Sanford Porchfest; and 8) Congratulations to President Nicole Martz, announced by Orlando Business Journal as one of 2025 Women Who Mean Business honorees.

#### 8. COUNSEL’S REPORT

Brett Renton updated the Board regarding: 1) OSI litigation updates were distributed to the Board; 2) Shade Session requested last month will not be needed in February; a new request will be made in March; 3) GOAA; 4) FDEP Risk-based corrective action (RBCA) recommended by Orange County in an environmental issue; and 5) PFAS.

#### 9. CHAIRMAN’S REPORT

Chairman Robertson inquired if anyone from SAA was appointed to the Sanford Chamber of Commerce Board. President Martz replied that Jennifer Taylor is going to represent the Airport on that Board. Chairman Robertson also noted that he attended Aerospace & Aviation Day with two of his grandsons it was a great day for our Airport.

#### 10. DISCUSSION AGENDA

- A. **[pulled from the Agenda]** Consider approval of Lease 2025-056 for 90,000 square feet of property located on the Romeo Ramp with PPK Aviation LLC.

Chairman Robertson noted that Discussion Agenda item A was being pulled from the Agenda.

President Martz reminded the Board that Discussion Agenda item A was related to a Letter of Intent that was brought to the Board at the January 7<sup>th</sup> meeting. This is somewhat of a time sensitive issue related to potentially an economic development project. Staff was hoping to move this forward today but the tenant has made some changes to the lease that came in late yesterday and she didn't feel comfortable moving this forward this will be brought back to the Board in March. There are still some questions regarding the FAA repayment on the ramp and she and George Speake are going to reach out to the FAA while they are in Atlanta attending the conference.

B. Consider approval of Lease 2025-055 with Diversified Reality Acquisition, LLC for the development of an aviation project.

President Martz explained that this is a lease for 18 acres at the south side of 9R. We were talking with another developer about this property a year or two ago. This is for 18 acres directly east of Runway 18-36. This is a proposal for an aviation park, it is a two phase project with the construction of box hangars and t-hangars. The first phase will also include a pilot lounge and some other amenities. The developer has experience in aviation, commercial & industrial development. This is one of two properties we have been talking about; this is the aviation piece. We are also in discussions with him doing some commercial development over by Moores Station Road along E. Lake Mary Blvd. by the Sports Complex. She feels this is the beginning of a beautiful relationship that will amount to some really meaningful development. President Martz recognized Shani Beach, as she has really been a point person on this lease and has shepherded it through the process and gotten us here to the point where we have a lease. The primary terms of the lease are attached to the packet with a term sheet. She felt this is a great opportunity for us to address a demand that we're faced with every single day for hangar space. She thought the developer would be fully leased out in no time as soon as he could build them. This is really meeting an important need and she thought will be a catalyst for other development out here. Staff recommends that the Board approve the lease and authorize her to execute it.

Board Director Smith inquired about the length of the proposed lease as it's not a long term lease and asked why would it not be longer term if they are going to be constructing hangars.

President Martz replied our goal is to keep the ground leases as short as possible because at the end of the ground leases they convert to facility leases. The duration of the leases really should relate to the capital investment to allow the developer to recoup their capital investment but for the property to convert back to the airport in a reasonable amount of time. We think based on the investment of this property; this is a 50 year lease its pretty long. She thought that is probably as long as we should go on this type of project.

Motion by Board Director Gregg, seconded by Board Director Crosby to 1) Approve Lease No. 2025-055 with Diversified Aviation Sanford, LLC; and 2) Authorize SAA President to execute necessary documents. Vote was taken, none opposed. Motion passed unanimously.

## 11. OTHER BUSINESS

Board Director Sweat stated he feels it's a big honor to be on this Board and he thanked President Martz for having him here. This past week he's sure everyone in

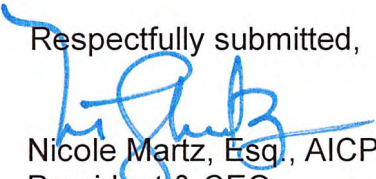
this room our thoughts and prayers are with the families of those effected by what happened in DC and in Philadelphia. It was just a reminder of how important this job is and the impact that we have on our community and being prepared and being responsive. Nobody can plan on these things, you never know when they're going to happen. Hats off to Nicole and the entire team for keeping this airport in such good shape to be able to respond to that.

12. NEXT MEETING REGULAR MEETING (MARCH 4, 2025)

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:14 a.m.

Respectfully submitted,



Nicole Martz, Esq., AICP  
President & CEO

/lh