

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

**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.  
William R. Miller  
Stephen P. Smith  
Richard Sweat  
Brett Renton, Airport General Counsel  
Mayor Art Woodruff, City Liaison  
Comm. Jay Zembower, County Liaison**

**STAFF PRESENT:**

**Nicole Martz, President & CEO  
George Speake, EVP & Deputy CEO  
Shani Beach, Director of Properties & Exec. Initiatives Admin.  
Chris Breese, Procurement Analyst  
Judy Desrosiers, Property Manager  
Stacy Entwistle, Sr., Director of Airline Svc.  
Steve Fussell, VP & Chief Strategy Officer  
Tommy Gentry, Director IT  
Marc Gilotti, SAAPD Chief  
Lori Hunt, Executive Assistant  
Katee Mathis, Interim CFO  
Bryon Morgan, SMS Director  
Jeremy Owens, VP & Chief Development Officer  
Lauren Rowe, Communications Director  
Julie Sawyer, Executive Assistant  
Rick Shea, VP of Operations & COO  
Jennifer Taylor, VP & Chief Commercial Officer  
Shawn Ziegler, SAAPD Captain**

**OTHERS PRESENT:**

**Ashley Baker, True Health  
Jack Bojinov, OEP  
Sonya Bruer, SER  
Barry Cotton, US Senator Rick Scott  
Brady Lessard, City of Sanford Economic Dev. Director  
Allison McCuddy, FDOT  
Genean McKinnon  
Paul Partyka, NAI Realvest**

**Aleia Roberts, True Health  
Doug Saunders, C&S Engineers  
Sam Siracuse, PPK Aviation  
Brian Smith, PPK Aviation  
Craig Sucich, RS&H  
Nate Troyer, Allegiant  
Bob Turk, ZHA  
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  
(FEBRUARY 4, 2025)

Motion by Board Director Crosby, seconded by Board Director Bentley, to approve the minutes of the Regular Meeting held on February 4, 2025. Vote was taken, none opposed. Motion passed unanimously.

Chairman Robertson welcomed Barry Cotton from the office of Senator Rick Scott who was in attendance.

4. LIAISON REPORTS

A. City of Sanford

Mayor Woodruff reported: 1) Update regarding 1,4 Dioxane issue; 2) The new mall owners have indicated that the closing should take place within the next couple of weeks. The Macy's building will come down and a very large, big box store may be coming into that area; 3) March 17<sup>th</sup> the City is interviewing five law firms to choose a new city attorney; and 4) RFQ discussed for the former Heritage Park site.

Board Director Ioppolo referenced the RFQ for the former Heritage Park site and inquired if the City was going to give itself the option to buy the plans this time so they are not stuck with a particular developer. He noted, the City would have the option when it puts out the RFP to provide the option to buy the plans.

Mayor Woodruff said the City could just sell them the property to build what we want.

Chairman Robertson noted that he played golf at Mayfair this weekend and saw the construction site for the new club house and he's pleased for Sanford. Chairman Robertson thanked Chairman Zembower for the recent State of the County Luncheon, noting it was a great event.

B. Seminole County

Chairman Zembower reported: 1) the TID has passed unanimously and now the County will have its indoor sports complex. Collections are slated to begin in June, and the funds will start coming in and by July. The County hopes to have the final detail when it decides the scope and size of the complex. The TID is expected to bring in another \$25M in economic impact in the first five years and \$1.5B over thirty years; and 2) New Building Official Phil Kersey started this week.

Board Director Miller requested a 417 Connector update.

President Martz updated the Board indicating that CFX has narrowed the four alignments down to two. The remaining alignments are the two the Airport staff preferred and believed to be in the best interest of the Airport. President Martz noted that she expressed her concerns to the CFX Executive Director that this project has continually been characterized as the "Airport Connector" as opposed to the "East Lake Mary Boulevard Reliever"; which is more reflective of its image. The CFS Executive Director indicated that when CFS moves on to the next phase of the project they will have more of an emphasis on the overall benefit of the project in whatever they are going to call it. To her it was especially good news because the director said "when we move on" indicates to her that there is a higher expectation that we'll get through the PD&E portion and start programming for construction and right of way acquisitions. All good news, really positive.

Board Director Miller inquired if there was a timeline.

President Martz replied she didn't have a timeline yet, but we always estimated it was five years on this project.

Board Director Ioppolo inquired if the County was still fully supportive.

Chairman Zembower replied the County is still fully supportive, he is having conversations on a weekly basis. Commissioner Herr, has been given marching orders in the support. She is reporting back to the Board on a regular basis. He felt the new alignments are less of an impact environmentally and address concerns that have been raised previously. In the next five years there will in effect be a whole other City out here based on the permits and the development rights that have already been put forth and others are going to come along. He knows a lot of the residents here are saying this area coming

alive in the last five years and are having concerns. He's tried to emphasize to them that if we don't do something now you're going to be grid-locked coming out of your own home. He felt the support is there to get it ultimately done across the finish line.

Board Director Miller referenced the aqueduct concept and inquired what is the technical or the engineering criteria for the best most efficient operation versus the cost.

President Martz thought that particular alignment was three times the cost of the other alignments and took a fraction of the traffic off of Lake Mary Boulevard. That alternative has been eliminated.

Board Director Ioppolo stated it's important to remember that from a transportation perspective the single most important project for the Airport is this road, and it also corresponds with the importance of the Lake Mary Boulevard reliever. Therefore, as the largest economic engine in the County it's critically important to stay on top of that. He thought maybe it's almost time to go to Senator Scott this is something we definitely need eyes on and help with because it has to get over the benchmark.

President Martz responded the CFX has mentioned there may be a need for some federal intervention. It is the fact that it has not just the support from the Airport, but the strong support from the County, and the City have been engaged on this from the beginning as well. And when the Expressway Authority recognizes the value of it, really speaks to the importance of the project. She advised we have to be ever vigilant, never stop because nothing is done until it's done but she felt we have a few reasons to be optimistic about it.

Board Director Miller noted one more critical thing is there any preliminary looking at Lake Mary Boulevard with the volume of the traffic. That's going to need some attention either another lane or lanes. Also, on the western end with the squeeze down that we have and the direction of the traffic coming off as it comes out from the east to the west. Is there anything in the works.

Chairman Zembower explained the 2040 Master Plan there is probably the need by 2040 to add additional lanes to Lake Mary Boulevard. That will of course be monitored as time goes along but its operating well within its design standards right now. And remember when it was put in and the County decided to do that back in early 2000's it was put in purposely to drive development this direction well in advance of the traffic load, it's not even near capacity right now, although we see a lot of traffic.

President Martz stated it is getting close to capacity which is the reason that this reliever project is so important. The CFX project it will take literally

thousands of cars off E. Lake Mary Boulevard. It will mitigate the need to widen Lake Mary Boulevard and to do local improvements, which is part why it should be considered the Lake Mary Boulevard Improvement project.

Chairman Zembower stated the County is already looking at the intersection 417/Sanford Avenue coming off the expressway and what improvements we make there in the future. We're also going to be looking at how closely in proximity we may re-align Lake Mary Boulevard where it comes across in that section as well as Ronald Reagan to help relieve all that congestion at that point.

President Martz added and that provides a great opportunity to do it in concert with the project.

Board Director Smith updated the Board after a recent MetroPlan meeting it was discussed that everyone is going to start looking at Volusia County and the roads, because Volusia County is growing.

Chairman Zembower explained the focus and the priority in Volusia is now set forth in getting the bridge over the St. Johns widened. The County has agreed to work with them in unison to help push that to the federal level to get some monies to kick that bridge to the next size and it needs to be sooner rather than later. And the 46 corridor is getting overburdened now. He will be meeting with the Secretary next week to discuss how we can bump that up to priority list.

5. TRUE HEALTH PRESENTATION

Ashley Baker, True Health gave an overview of the True Health organization and noted that for the past two years the Airport has hosted its fundraiser the True Health 5K. This event hosted 650 participants and raised \$30,000 to support the medical needs in our community. True Health provides primary healthcare to everyone. Ms. Baker presented a plaque to the Airport commemorating the 2024 True Health 5K and requested that the Airport host the event again this year, suggesting the date of September 20<sup>th</sup>.

President Martz inquired of the Board if it was in favor of hosting the True Health 5K again this year. The Board affirmed it was in favor.

6. COMMENTS FROM THE PUBLIC

None.

7. CONSENT AGENDA

- A. Consider and authorize the disposal of SAA surplus equipment, miscellaneous items, and Lost/Abandoned items in Attachment A and Attachment B.
- B. Sanford Aviation Noise Abatement Committee (SANAC) Appointment Confirmations.

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

## 8. PRESIDENT'S REPORT

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

- Stormwater Master Plan Update: WMD submittal expected this month;
- Runway 9L Rehabilitation: Mainline milling/paving/electrical continues;
- Taxiway A Rehabilitation: Field work begins Q2;
- Remote Parking Lot: See Discussion Agenda;
- Stormwater Pond Improvements: 60% plans received. Scheduling review meetings; and
- Midfield Water & Sewer Project – Kickoff meeting scheduled week of 3/10.

President Martz explained for Barry Cotton that a number of these projects particularly the Mid-Field Water/Sewer Project, and the Stormwater Pond project, are being undertaken in conjunction with the City. The Taxiway A extension and the rehab projects are funded mostly with Federal Grant monies that the Airport feels is a bit in limbo right now.

### Terminal Projects:

- Hudson Retail – 30% Plans reviewed by staff;
- FIS Renovations – Demising wall 95% complete. Flooring delivered;
- Secure Corridor Removal (Terminal West) – Punch walk today;
- Terminal Ramp Improvements – Gates 12-16 complete, moving to gates 8-11 this week;
- Generator Replacement (Admin/PBB) – Shop drawing and schedules – June install (est);
- Chiller 2 Replacement – April install (est) – Temporary Unit is approaching \$250K spend; and
- Elevator 1 Modernization – April/May install (est)

Jeremy Owens informed the Board regarding Chiller 2 replacement that procurement wanted him to inform the Board that the Airport is utilizing a temporary unit at a cost of \$9K per week, which in total is approaching \$250K

spend. The reason that was brought up is because it's in our purchasing requirements we have to make sure the Board is aware.

President Martz informed the Board a lot of these items are related to deferred maintenance. The chiller in particular when we talk about the financials that's one of the reasons our contractual services are up. Operating expenses are up because we didn't anticipate that we would have to purchase things, like a temporary chiller for an extended period of time. Brett Renton is aware of all of this but almost everything on that list in some fashion is related to the deferred maintenance it wasn't accomplished by OSI.

Board Director Gregg inquired of Jeremy Owens about the roofing work being done.

Jeremy Owens replied that was the oldest section of roof that has never been replaced. This is the original roof from 1993 nothing has ever been done with it, we issued a PO and got it replaced with TPO to match the other one. So now at least most of our roofs are from this century.

## **Development**

Paul Partyka, NAI Realvest updated the Board regarding Development & Real Estate Activity: 1) Inlight, Foundry, Diversified, PPK, EPC and Siemens Energy/UCF they are in a position where everyone is going through their internal thinking process; 2) Traffic impacts: when the Publix deal started 5 years ago we were were pushing 5,000 cars per day in some places and most was 8,000-9,000 cars. Now with development we're pushing almost 18,000 cars in certain parts of E. Lake Mary Boulevard. SR46 is another situation with increased traffic. The magic number for commercial development is typically between 20,000-25,000 cars per day. This is why it's so important with the 417 reliever and everything that's going on.

Mr. Partyka discussed the homelessness problem in Seminole County and the effort to prevent homelessness. He invited everyone to attend a symposium tonight at 6 p.m. being held at Action Church Sanford headed up by Chairman Zembower with all the non-profits.

## **Interim Chief Financial Officer**

President Martz stated at the last Board meeting discussion was held regarding the financial reporting and financial circumstances. Board Director Sweat raised some really important issues and she and Katee met with him following the Board meeting. One of the biggest issues is the way in which staff is reporting financials to the Board. While it's intuitive to staff as we work with the numbers everyday it may not be intuitive to the Board. Staff is working on that, the changes weren't

made for today. She and Katee continue to work with Board Director Sweat as he has so graciously volunteered his time.

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

- January 2025 Dashboard; 320,000 passengers a 2% increase from January 2024; ATM's increased as well slightly over forecasted 1600 a 6% increase; passenger numbers improved last month 10% and now we're just 5% down we are seeing that uptick. Operating revenue the Commerce Park is 5% over; other leases and miscellaneous this category mainly has a few of our residential leases and telecom service and also has revenue that includes badge fees, security fines & late fees. These fees and fines can definitely fluctuate depending on activity so sometimes you'll see an overage there or us being underbudget. Primarily what we're underbudget right now is on the late fees, which is ultimately good, it just means none of our tenants are late in their payments. Aviation Revenue a slight negative variance and she's going to dig into that a little deeper and she will update the Board next month.

President Martz explained this is one of the opportunities to report this differently because all of the real estate revenue is split up. She thought it would be a benefit to the Board to just report the Real Estate revenue instead of parsing out. This is an opportunity to refine our reporting.

Board Director Ioppolo inquired would that consolidate the Commerce Park and the Aviation Park together.

President Martz replied yes all of our real estate programs.

Board Director Ioppolo stated he would still like to see them split out.

Katee Mathis replied we can have it split out.

President Martz does think as we start to see so much interest in the real estate program now and as we start to bring on more leases that we can record it both ways. She felt looking at the real estate program as a revenue center in and of itself whether its aviation or non-aviation will be important as you look at the different pots of revenue that we receive because we have a goal to offset airline revenue from all of the other revenues we've received.

Discussion ensued regarding a reserve fund that was established for the Commerce Park to be able to address things like curbing, landscaping, and lighting to bring up the overall quality of the Commerce Park and hopefully drive rents up and maybe be able to demolish some of those buildings.

President Martz explained we are not actively pursuing upgrades to the Commerce Park right now because we have prioritized some other needs.



There isn't a separate commerce Park named account as it's part of the overall reserve. As we've had need to do improvements related to the real estate program we program them as we normally would. Her recommendation to the Board would be while the Commerce Park is important, if we're going to invest in the Real Estate Program she would invest in the Green Field Opportunities before the Commerce Park opportunities. She thought that's where we're going to have some really long-term benefits.

Discussion ensued regarding re-addressing the reserve fund because at some point we had designated a reserve specifically for the Commerce Park.

President Martz explained we did talk about using that money for the real estate program as a whole during a budgeting session.

Board Director Ioppolo requested Counsel look to see if the Board took any formal action on that. He thought the Board actually passed a resolution to do a reserve and if we're going to revamp that reserve he felt we need to give it the same respect and say okay we're giving it to the broader program.

President Martz clarified you do have a reserve policy; it is nominal, you far exceed your reserve policy now. It's very good and you have healthy reserves, healthy but we exceeded through Covid. They are not overly healthy in the sense that the FAA does watch that, they don't want us to have too healthy a reserve.

Brett Renton clarified that the reserve policy was adopted by a Board in 2019, with specific safeguards and ways that is to be there. It was adopted at the same time with an investment policy about how those reserves could be invested and operated etc. There's a large deferral to the CFO to set up the processes and procedures for how the account is going to be. There's not a "this much dollar amount percentage amount must be set aside here or where that would be spent". In order to spend it that process is in the budget. So, you all review in the Budget Process every year any monies that would be spent out of those accounts or reserve accounts or by passing the motion here about something you would spend on, would then choose the funding source.

Discussion ensued regarding a report the Board received at least 5 years ago that talked about how much we were reserving for the Commerce Park.

Brett Renton stated that was the old CFO.

President Martz indicated that staff prepares a cash report every month. She reminded the Board that in the three years she's been here, we've used cash reserves to balance the budget. Which is why she's really conservative with how we're using them. We used cash reserves to do capital maintenance in this

year's budget, which to her is a more critical need than investing in sidewalks or streetlights.

President Martz further explained for example we'll use part of that money to pay our share of the water/sewer project in the infield, that is a good investment for us.

Board Director Sweat referenced the 2% variance from budget on the terminal and challenged anybody in the room really to use a crystal ball and get much better than 2% and so credit goes to staff and management on refining that number down, kudos.

Katee Mathis continued her presentation: Airfield Revenues were over 5% which is underperformance in October due to the interruption of services. We're seeing a lot of the services ATM's a lot of the canceled flights that we were experiencing Oct/Nov/Dec we don't see that anymore we went from a minus 6% to now a 5% over. Ground Transportation significant positive variance here, when we budgeted it was before the increase in ground transportation specifically for ride share and taxi's. Probably once we get to Q3 we're going to look at the performance more closely when we have a better trend and we'll probably have a budget amendment coming for that once we have a full year.

Terminal Revenue's after she and Nicole discussed ARPA they felt clearly the funds really should have been posted last fiscal year to the concessionaires account and then its spent throughout the fiscal year. Since that didn't happen it was really showing the negative variance because ARPA was hitting the concession side of it. We have since removed ARPA to actually show what the typical concession revenue would look like without that there saying that we're still about -4.5% under. A lot of that has to do with the interruption of flight service at the beginning of this fiscal year. But we're hoping to see that increase especially going through spring break.

President Martz reminded the Board that trend is going to level off.

Katee Mathis explained the same with rental cars, fueling, etc. all of those go hand in hand with how many ATM's & passengers we have walking through the door. And with parking some of that also has to do with us preparing for the cut over for the new parking system, which should be complete by the end of the month. Throughout February we also had to take down lots as we transferred them over so we may see a little bit of hit in February as well. By March, she is feeling pretty positive about parking, as we won't have that 8% administrative cost. She's really expecting to see the parking revenue increase.

Operating expenses: We removed what we called compensated absences from the Salaries & Benefits operating cost. We were realizing accrued time off in the period it was awarded and this has artificially elevating operating costs.

Previous years this was a year-end true up, beginning this year we did it on a monthly basis and decided it was squeezing the numbers. We decided to revert that back to prior practices and we're going to do it just as a year end true up so that way it doesn't affect our salaries & benefits numbers. Staff is looking into a deep dive on the -1.5% variance that we have currently and we're going to have all the directors looking at what is happening there.

President Martz stated nobody wants to be in the red. She explained to the Board we did not know what our expenditures were going to be from an operating standpoint when we took over terminal and parking operations. She feels pretty good that we're only a -1.5% variance. We are digging down to see where we can get some more efficiencies there and understand why we are off. Again, this is a trend you will see start to turn the other direction as we define this.

President Martz referenced Professional and Contract Services we are in a very labor intensive litigation right now. And just to manage expectations, she thought we're going to have more expenses from a terminal litigation standpoint, she felt that might be a strategy on the other side. Brett has been very creative and very mindful of the budget he is always looking for ways that we can minimize the expense on the litigation side. She really does appreciate that.

Then the other significant area is Repairs & Maintenance stuff happens and we've just got to fix it. Jeremy explained to you earlier that we're having to use the temporary chiller because the failure to maintain the existing chiller and hopefully we'll stop the bleeding on that pretty soon but that's really the biggest explanation on the variance on repair & maintenance.

Chairman Robertson referenced Salaries & Benefits and inquired January we did the Aerospace & Aviation Day we had to have had some overtime so that's pretty good. He felt by next year; he'd hope that we can find a meeting day & date that is a little later in the month. He didn't know why Tuesday is a big deal and we don't want to conflict with the BCC so we know the second Tuesday's but he didn't know why Monday or Wednesday couldn't work. That way we could get updated financials from the month before, and that's his goal as Chairman to guide us next year to be in a better position to review our monies in a timely manner.

Chairman Zembower inquired when the ARPA funding is going to run out as he understood it's supposed to be spent by October 2026.

Katee Mathis replied we're estimating about August and yes it's supposed to be spent by October 2026. It just depends on what the concessionaires how much they are making that month; we can't credit them more than they are making.

President Martz explained that this particular ARPA program was specific to airports. This is a concession relief program in ARPA and different than the ARPA relief provided to the County. In this program we received the ARPA relief money last fiscal year, so we had a revenue source last fiscal year that isn't getting expended until this year. So, it's money that we already received from the Federal Program and as Katee explained it gets meted out based on how much revenue the concessionaires generate. Each concessionaire is operating at different levels but we think we'll be done with that disbursement to all the concessionaires in the next 6 months or so.

Katee Mathis noted a couple of the concessionaires have already exhausted what they were given just because they are smaller concessionaires.

Discussion ensued regarding Professional and Contract Services and the Board wanting to see what attorney fees are costing as a line item to know what the lawsuit is actually costing.

After further discussion it was determined that Counsel would individually update the Board Directors because we are in active litigation

Katee Mathis concluded with Investment Income we're still seeing about 4.6% on that so we're going to leverage that as much as possible until the interest changes.

- Procurement Dashboard: New Solicitations: Kidney Pond Construction, Invitation to Bid, March; Digital Signage, Invitation to Bid, March; Wildlife Mitigation-Phase I Invitation to Bid, March-April; ARFF Truck, Invitation to Bid, March-April.
- Finance and Administration Updates: Update of Capital Budget: FY Capital Budget Approved line item of \$350,000 for seven (7) Vehicles (Vehicle Program Phase I) We reviewed our fleet management program and determined we can purchase eleven (11) vehicles and stay within budget. This will reduce our monthly lease payment by almost \$70,000 (\$10,730  $\implies$  \$3,440). This will reduce the quantity and budget to purchase the remaining vehicles needed in FY26 for Phase II of the program.

President Martz asked Nate Troyer, Allegiant, to share some announcements with the Board.

Mr. Troyer noted that everything is good on the Allegiant side and recognized management & staff, these guys are top notch always do the best they bend over backwards and it's appreciated. He stated it's a good time to be at Allegiant. In November there was a 44 route announcement and the Columbia, SC (CAE) route was part of that. The first flight is May 15<sup>th</sup>. Overall Allegiant for the first 10 months of 2025 will be positive 18% flying compared to 2024. Along with that, the fall schedule just went on sale a couple of weeks ago that runs September 3<sup>rd</sup> thru November 18<sup>th</sup>. Throughout the fall schedule Sanford will see about 12-19

additional flights each week. Fleet Update: Sanford was the first base to receive the Boeing 737Max, Allegiant has 7 of those that they've taken delivery of to this point. A little bit of a down side to that we will finish 2025 with 3 fewer airframes than 2024. They are seeing good performance out of the new Boeing products and very excited about what's to come. And last he reiterated Allegiant is still interested in working with the US & Mexican Government in introducing international flights.

George Speake pointed out that the Boeings have more seats on them than the Airbus therefore replacing an aircraft with a Boeing is still an increase over the previous aircraft. Allegiant is increasing its flights, which should result in more passengers, we've seen that already but they're also making up the difference in Flair & Swoop. Because Swoop left early 2024 and then Flair in 2024. So, their numbers right now are making up for those losses as well.

#### Miscellaneous – Communications

Lauren Rowe, Communications Director, updated the Board regarding: 1) Social Media; 2) Sanford Porchfest sponsor; and 3) Seminole State College Dream Gala sponsorship.

#### Development

President Martz informed the Board that Bob Turk is on the Airport Economic Development Team with Robert Utsey.

Robert Utsey, ZHA updated the Board regarding Development. Mr. Utsey shared the messaging and marketing platform used at conferences. Most recently the team attended NBAA Regional Forum at Orlando Executive Airport. At the booth are two monitors one playing a continuous video loop and the other monitor is more interactive it shows all the air traffic in real time and the development platform is displayed. This creates a lot of attention and activity at the booth and allows us to talk about everything we've got available at the Airport for real estate. Last week there were 190 exhibitors and a lot of activity. Mr. Utsey referenced the Development brochure which has very detailed information about the full platform. The brochure will be sent via PDF to the Board and he asked the Board to share the brochure with their networks.

The big focus last week at the conference was advanced air mobility, and we are trying to position this airport as part of that ecosystem, and that is going to happen. We are doing it in conjunction with the rest of Central Florida. From this airport we had CE Avionics and Million Air MRO's and we also had Embry Riddle & FIT College of Avionics students that were out there networking. PPK was there they are one of our development partners that you're familiar with they are planning to develop a 35 acre parcel at SFB. The big thing that's happening we amplified the awareness about our airport, about the opportunities. It's a very strategic graphic

area in Florida; we have a lot of real estate and we're being very strategic about how we're marketing the Airport and we're following up from all these conferences. We're attending the MRO Conference next month in Atlanta.

Board Director Ioppolo requested Mr. Utsey share the video he displayed for the Board.

Lauren Rowe noted everything is on the website, go to [flysfb.com/business](https://flysfb.com/business) you'll have the video and the brochure.

Mr. Utsey introduced Brian Smith & Sam Syracuse with PPK and stated they already use the airport; they have a fleet of aircraft and we're really excited about plans they have here. He noted the discussion earlier about the Commerce Park and stated this is a tremendous re-development opportunity for us when the timing is right.

We do have the ability, if a big user comes in with high wage jobs and you know the right kind of fit that will be transformation, we actually have the flexibility to create a large site here. But it has to be the right opportunity because we don't want to disrupt what we have. And then the last thing is we did meet with the Hi-Tech Corridor recently and they want to help us establish an aviation cluster here at the Airport, we met at Richard Sweat's office.

Board Director Sweat updated the Board regarding High Tech Corridor: the way we were looking at it is kind of what was discussed before there is a ton of people moving to this area, and you've got Volusia County. We think there is education opportunities working with the cluster and Florida High Tech Corridor as well as an opportunity with the hospital in downtown Sanford. He thought there's a huge opportunity to get some healthcare with this corridor that Volusia County can use coming south, and wondered how we can attract the major players. He and Robert have met with certain players in the past, but there's maybe some connections that other Board members have with Orlando Health & Advent Health to bring them into the conversation. A lot of these hospitals set up these satellite ER's, the ER is kind of a front for the hospital, and at least maybe we can attract somebody to bring that into this area which he felt would make the whole area more valuable a better place to live.

President Martz explained that Advent Health is constructing a standalone ER at Ronald Reagan and Sanford Avenue/Lake Mary Boulevard.

Discussion ensued regarding the east side being underserved and additional need further north & east.

Board Director Sweat stated Robert Utsey is doing a great job trying to attract these research institutions like UCF and maybe having a satellite office up here at the Airport, so thank you Robert.

Chairman Zembower inquired if it makes sense to get those presentations over to the County and lets cross-pollinate them on our sites. Robert Utsey agreed absolutely and he would like to make a presentation to the Commission just to raise the awareness.

Board Director Smith informed President Martz she's always invited to MetroPlan and could do an airport update when it would be convenient for her to let him know.

President Martz updated the Board regarding Air Service Development. We are hitting that hard and fast. We do have a couple of very strong prospects on the international side. One of the things we are hoping we can work through and that's access to customs. We have the facility here, but we have a limited window. CBP representatives are coming up from Miami for a visit so we hope to talk with them and maybe Barry & Senator Scott's office. CBP says we don't have enough service so they won't be here, but we can't service if they aren't here so that's probably the biggest problem we have on the international side.

Board Director Ioppolo inquired if we should we arrange a meeting with Senator Scott, maybe Barry can bring him up to speed on that.

President Martz felt that would be great.

## 9. COUNSEL'S REPORT

Brett Renton updated the Board regarding: 1) GOAA Litigation under FS 286.011 subsection 8 Mr. Renton made a public request for a shade session; 2) OSI Litigations for purposes of 286.011 subsection 8 Brett Renton requested a Shade Session; 3) and also to the TBI matter, Mr. Renton publicly requested a Shade Sesson 286.011 section 8; 4) Brett Renton stated they are working through a number of development questions and legal issues including City of Sanford Fire Station & Interlocal Agreement with the City; 5) Burrell update; and 6) PFAS update.

Chairman Robertson inquired if a date for the Shade Sessions was decided.

Brett Renton replied we can schedule at a next appropriate venue which means depending on your April Agenda, if that Agenda isn't heavy we can do it then or go ahead and coordinate it, but he has to make a public request prior. His thought would be to tag them onto the next Board meeting.

Chairman Robertson noted that he and Board Director Bentley will be gone for the May Board meeting.

## 10. CHAIRMAN'S REPORT

Chairman Robertson had nothing to report other than he appreciates the way this Airport is being run by our staff.

11. DISCUSSION AGENDA

- A. Consider approval of Work Order 2025-MC-01 with Mark Construction for the Observation Deck Repairs in accordance with SA-2025-023-CB.

Jeremy Owens, stated this Agenda item is the first phase of the repairs to the observation deck formerly known as the smoking deck. This involves the repairs that OSI was supposed to take care of. Back in 2019-2020 there was report that showed there were some problems, but nothing really got done. Shoring finally went in place around this time last year, since then SAA took over the contract and we got the smoking deck signed and sealed by an engineer. Repair plans were generated by a structural engineer CPH and given to one of the three general contractors that were selected in January. We went with Mark Construction because of some of the history they have with steel repairs out here. Pricing came in within what we were thinking it would be. This is Phase I of the project the structural repairs, Phase II current outlook is roof & exterior on the second floor, Phase III will be interior renovation of it, kind of stair-stepping it with available funds. Jeremy thanked FDOT again, they've helped out with one of their grants.

Motion by Board Director Gregg, seconded by Board Director Smith, to approve and authorize the President to sign Work Order 2025-MC-01 in accordance with contract SA-2025-023-CB. Vote was taken, none opposed. Motion passed unanimously.

- B. Consideration and Approval of the ACUS Cloud Based Software Solution Upgrade from EASE on Premise Software Solution, and Authorization to Execute Contract #SA-2025-016 with Amadeus Airport IT Americas, Inc.

Steve Fussell explained this request is an upgrade to the Common Use System Amadeus. It's past end of life and server-based. We're moving to the Cloud to get better cyber security and a lot better maintenance as well. Because it's past end of life he recommended highly that we go to this option.

Motion by Board Director Sweat, seconded by Board Director Crosby to 1) approve of the contract award to Amadeus Airport IT America's Inc. for an upgrade to the ACUS Cloud Based Solution; and 2) Authorize the President to execute the appropriate contract. Vote was taken, none opposed. Motion passed unanimously.

- C. Award of 2025-007-ITB-CB-Airport Remote Parking Lot-Accept bid results & authorize staff to negotiate with low bidder on quantity reduction.



Jeremy Owens noted this Agenda item is for the acceptance of the bid results and to authorize staff to negotiate with the low bidder on a quantity reduction on the remote parking lot. The plans were put together by AVCON we received 8 bid responses on that. Base bid was all the site work, underground infrastructure and all the lighting to a full build out of the parking lot but only pave 570 stalls. The alternate line bid schedule was for the entrance canopy, revenue equipment, pick up structure and some other little associated items. Add-on #1 paved an additional 142 spots and Add-on #2 paved the rest of the spots giving us a total of 856. Low bid was Halifax Paving, they are a contractor that is well known to us, they actually have \$10M plus of work under contract with us on separate projects between the Ramp & Alpha Rehab. Bids came in higher then the engineers estimate, mainly because of the stormwater changes that have come through the water management district. The plans that were bid include over \$2M worth of earth work on that site, even with the low bid. Since the bids were received they've gone back and done some value engineering with the Water Management District and right now the quantity reduction is getting closer to that \$6M number which is where we want to be under. Final permit has not been approved yet so we're still working on final quantity reduction that's what this motion will approve us for.

Jeremy stated we're working with them to try to get the cost down a little bit, not sure if we'll get to that \$6M number but we're doing our best to get as close as we can. We did take all the low bids, of the lowest 3 and compared the quantity reductions we're anticipating to all three bids because it is a unit price job. Halifax remains the low bid by a significant amount. The motion we're asking for is for accept the bids as is and allow staff to negotiate with the lowest bid contractor.

President Martz noted the final contract will come back to the Board, once we settle on the contract.

Board Director Smith inquired have we eliminated the restrooms.

Jeremy Owens replied that is one of the items we will review with them, that is on the chopping block.

Board Director Smith inquired are we bringing sanitary to the site.

Jeremy Owens stated we were going to hold off on all of that.

Discussion ensued regarding leasing a bathroom or porta potty's.

President Martz explained we can talk about that, whether or not a bathroom is necessary out there .

Chairman Robertson stated for the public record he knows none of these first three bidders and has nothing to do with any of them. He inquired if staff felt comfortable giving Halifax the bid award with the many jobs they have going.

Jeremy Owens explained one thing about Halifax is they have 75 FT employees; their aviation staff is only 5. They have additional highway staff and grading crews that we don't typically see, they only come in job to job so they have availability with the rest of the staff.

President Martz noted for the record staff's recommendation is based on price, not the fact that they are already here, they were the lowest bidder.

Motion by Board Director Gregg, seconded by Board Director Smith, to accept the bid results and authorize Staff to negotiate with the low bidder on quantity reduction before bringing the construction contract to the Board for approval. Vote was taken, none opposed. Motion passed unanimously.

## 12. OTHER BUSINESS

Board Director Crosby inquired under the heading of Airline Recruitment for Arjet he's curious what if anything is happening in discussions with them. And if it's not asking too much he would submit that it probably wouldn't be a bad idea that the Board be provided with a status report at least quarterly on what who we've contacted. He mentioned one other airline two months ago and that's SKYhigh Dominicana who already have landing rights in Miami, so that's two potential opportunities to open up Latin America and possibly have Sanford as being the service airport for those airlines. He's just assuming that having nothing heard nothing negative that discussions are going forward, but he thought it would be good as a Board could hear that.

President Martz noted we talked about this at the last meeting, we are happy to give all the Board members updates, we discussed doing them on a quarterly basis, but did ask that those of you who wanted quarterly updates get with Lori to get on the schedule. These are sensitive business discussions that we don't like to do publicly because they are highly competitive, but happy to give you an update. We are having some good conversations, and so we would like to share with you.

Board Director Crosby replied he understood that point and appreciated it. He thought it would just be good to say we're having positive discussions and we know this ongoing

President Martz stated we are having positive discussions.

Chairman Robertson explained like Board Director Crosby he likes hearing that we are working on this because we were "Bamboozled for so many years" by thinking we had people working for us. He agrees it would be nice to hear as a Board that "hey we met with so and so; we talked with so and so."

President Martz reiterated she did mention earlier that we have two international prospects and they are very strong, she feels good about that. We have a consultant that we talk with every week about where we are, and not only are the consultants going to the air service conferences now but we send Steve Fussell with them. We have a staff person there so we know what's being said and who is being spoken to, and we have much stronger engagement as an airport then we did in the past, and she thinks we'll see results because of that. Part because of our consultants who are really battling for us and partly because we place ourselves in the middle of it. But she thought we're going to have some good news, although her biggest concern is customs and making sure we get the right arrangements.

Chairman Robertson inquired of George Speake is Asheville open back up daily.

George Speake replied yes the schedule is back, regular service, nothing being held back. Nate Troyer noted as a matter of fact he's going to take that flight after this meeting.

George Speake updated the Board that he listened to a presentation on Asheville what they went through with the Hurricane and all, and it was a fascinating story to listen to. A lot of lessons learned, they have an after action report that they are going to put out to the industry. They are short staffed; they were short staffed then and are still short staffed. They are going to present that to the industry down the road. There are a lot of things that we already do better, but they don't have hurricanes.

13. NEXT MEETING REGULAR MEETING (APRIL 1, 2025)

14. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:15 a.m.

Respectfully submitted,

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