

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD AIRPORT AUTHORITY
TUESDAY, JULY 1, 2008**

PRESENT: **G. Geoffrey Longstaff, Chairman
Clyde H. Robertson, Jr., Vice Chairman
Tim Donihi, Secretary/Treasurer
David L. Cattell
Whitey Eckstein
William R. Miller
Brindley B. Pieters
John A. Williams
Comm. Jack T. Bridges, City Liaison – left at 9:14 a.m.
Brett Renton, Airport Counsel**

ABSENT: **Colonel Charles H. Gibson**

STAFF PRESENT: **Larry A. Dale, President & CEO
Diane Crews, Vice President of Administration
Bryant W. Garrett, Vice President of Finance
George Speake, Vice President of Operations & Maintenance
Diana M. Muñoz-Olson, Executive Secretary**

OTHERS PRESENT: **Krysty Kress, S.E. Ramp Development
Geoff Lane, Starport
D’Anne Mica, Mica McCormick Strategic Partners
James L. Meade, Mears Transportation
Frank Norman
Sandeep Singh, AVCON
Jack Reynolds, JRA, Inc.
Keith Robinson, OSI
Kevin Spolski, Spolski Construction
Don Swain**

1. INTRODUCTION OF GUESTS AND CALL TO ORDER

The meeting was called to order at 8:30 a.m.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON JUNE 3, 2008 AND THE SPECIAL MEETING HELD ON JUNE 23, 2008

Motion by Secretary/Treasurer Donihi, seconded by Board Member Robertson, to approve the minutes from the regular meeting held on Tuesday, June 3, 2008, and minutes from the special meeting held on Monday, June 23, 2008. Motion passed.

4. SWEARING IN OF OFFICER MICHAEL BEZZER

5. ADJOURN FOR EXECUTIVE SESSION – SANFORD AIRPORT AUTHORITY VS. ANNETT, ET AL

The regular meeting was adjourned at 8:36 a.m. for the executive session.

6. EXECUTIVE SESSION – SANFORD AIRPORT AUTHORITY VS. ANNETT, ET AL

7. RECONVENE

The regular meeting reconvened at 8:47 a.m.

Motion by Secretary/Treasurer Donihi, seconded by Board Member Williams, to ratify Mediation Settlement Agreement in regards to Parcel P-39 (Sanford Airport Authority vs. Betty Carolyn Annett, Donald George Annett, et al.). Motion passed.

8. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Extension of Runway 9R-27L – Open for VFR purposes. To be flight-tested by procedures sometime in July, possibly August. Procedures to be published in January 2009.
- B. Incursion – The Airport had its Part 139 Certification Inspection on June 5-6, 2008. The Airport passed with no demerits on the entire airport. There were three incursions, all coming from Taxiway Sierra, turning north on Taxiway Romeo. The runway was properly marked. It was later determined that the Jeppeson chart was published incorrectly. The chart cannot be fixed until September 25, 2008. George Speake stated an addendum to the diagrams was done, a FDC Notam will state the diagram is incorrect, and the Tower has distributed a Letter to Airmen. President Dale clarified there was nothing unsafe

about the markings and that the Airport has done everything it can to ensure safety.

- C. Extension of Runway 9L-27R – In regards to the Benefit Cost Analysis, the approval from Washington has not been received yet. Grant for the Environmental Assessment has been received. Motion by Board Member Robertson, seconded by Secretary/Treasurer Donihi, to release the grant to be used for the Environmental Assessment. Motion passed.
- D. Overlay of Runway 9L-27R – Bid opening took place on June 16, 2008.

[Discussed out of order after City of Sanford Liaison Report]

Four bid responses for this job were received. Bids range from \$5,310,385.00 to \$8,189,000.00 on the Schedule A base bid. For Alternate 1 (18/36 East), the bid ranged from \$1,992,488.00 to \$2,888,320.00. For Alternate 2 (Taxiway Bravo 1) the bids ranged from \$360,038.00 to \$528,150.00. For Alternate 3 (Seal the overrun) the bids ranged from \$94,300.00 to \$177,300.00. Total for Schedule A, all alternates, including Schedule B to remove the island, range from \$8,160,022.50 to \$12,073,630.00. Contract will not be assigned until the money is available. Motion by Secretary/Treasurer Donihi, seconded by Board Member Pieters authorizing President Dale to proceed with the Overlay of Runway 9L-27R; to be funded either through discretionary or entitlement funding.

[Discussed out of order after Airport Aerials]

Board Member Miller stated that due to the nature of the project, the contract must protect the Airport, to include liquidated damages amongst other things. President Dale stated liquidated damages clause is included in both the bid documents and the contract.

- E. Best Western Hotel – Nothing to report at the moment.
- F. Parking Lot C – Still on the permit phase. A JPA grant with State was received for the addition of canopies.
- G. Energy Saving Project – Project is progressing well. ESG doing a great job.
- H. Cargo Buildout – Nothing to report at the moment.
- I. Attorneys' Fees – Distribution and discussion of June's attorneys' fees.
- J. City of Sanford

- i. Consumptive Use Permit (CUP) for two wells – City of Sanford is still reviewing the Sanford Airport Authority’s request for waiver of annexation/zoning/permitting fees in the amount of \$47,200.00.
 - ii. Airport’s Lease – City Attorney Kenneth McIntosh will review the lease. Ken Wright is drafting a letter to Kristi Aday.
- K. ACI Settlement Agreement – The Airport finally received the settlement agreement signed by ACI and DuraStress. President Dale recommended the Board authorize Chairman Longstaff to sign it. Board Member Miller questioned if this agreement terminated the lawsuit. The agreement ends the lawsuit with prejudice. Motion by Board Member Miller, seconded by Board Member Williams, authorizing Chairman Longstaff to sign the Settlement Agreement by and between the Sanford Airport Authority, ACI Construction Services, Inc., Continental Casualty Company, Dura-Stress, Inc., and American Contractors Indemnity Company. Motion passed.

The Airport’s options in regards to the HTA lawsuit will be discussed after Counsel meets with HTA.

- L. Capital Cargo Lease addendum – Motion by Board Member Eckstein, seconded by Board Member Robertson, approving Addendum A to Lease No. 2008-17, releasing Capital Cargo International Airlines, Inc. of 46,460 square feet of ramp space to be used by Allegiant Air. Motion passed.
- M. Request from Sheriff Don Eslinger –Sheriff Eslinger requested to terminate Lease No. 99-21 for Building 310 effective December 31, 2008. President Dale and Diane Crews met with Sheriff Eslinger and Terry Fernandez to discuss the option of HIDTA (High Intensity Drug Trafficking Area) moving from the first floor to the third floor. This was not determined to be a viable option. Sheriff Eslinger requested to vacate all three floors by December 31, 2008. Motion by Secretary/Treasurer Donihi, seconded by Board Member Eckstein, authorizing request vacate Building 310 in its entirety. Motion passed.

N. Wildlife Management

- i. Gator Permit – The Airport now has a gator permit, allowing trained personnel to remove gators up to 4 feet in length. Only with emergency orders will they will be able to remove a gator larger than 4 feet.
- ii. Gopher Tortoise Permit - Permit allows relocation of gopher tortoises to the RPZ of Runway 27L.
- iii. Aquatic Life Removal – Doing fish removal with help of the University of Florida Department of Fisheries.

iv. Eagle nest removal – George Speake has applied (under both State and Federal) to remove the nest at Starport.

v. Birdstrike Conference – Conference taking place on August 18 –21, 2008. Congressman Mica confirmed his attendance at the opening ceremony. The Audubon Society will bring an eagle and several other birds for demonstration at the cookout at Lake Golden Park, on August 20, 2008 preceding the Airport tour. Approximately 500 people are expected to attend the conference. The early bird training session will take place on August 18, 2008. President Dale will be one of the featured speakers, along with John Metcalf (GOAA Supervisor of Wildlife) and Steven Payne (Shuttle Launch Director). Mears Transportation will provide five buses to transport the 250 people attending the tour of the Airport on August 20, 2008.

O. FAC Conference – Reminder of FAC Conference taking place July 20-23.

P. Allegiant Air Hangar Buildout – Still waiting on response to proposal.

Q. Reminder of luncheon – President Dale reminded the Board of John Carver's retirement luncheon after the Board meeting. Mr. Carver is retiring from the ARFF Department.

R. Tenants – The Airport continues to have business opportunities to either lease land for the tenants to construct a facility or to build the facility ourselves and lease it to the tenant. Some of the buildings are in the range of \$5-6 million. President Dale wanted to confirm he has the Board's consent to discuss and negotiate with prospective tenants. He would not commit to any project without the Board's approval. Consensus of the Board allowing President Dale to discuss funding with prospective tenants.

S. Airport Aerials – The Airport needs updated aerials. Motion by Board Member Eckstein, seconded by Board Member Miller, authorizing the Airport to obtain current aerials in the amount of \$11,000.00.

9. COUNSEL'S REPORT

None from Counsel other than previously discussed.

President Dale stated the Jettair lawsuit will be docketed sometime in the first of the 2009 calendar.

10. TBI REPORT

TBI Director of Finance Keith Robinson reported on the following:

A. Monthly Statistics for June 2008

- i. International traffic total
June 2008 – **104,000** passengers
- ii. Domestic traffic total
June 2008 – **114,000** passengers
- iii. Percentage
Total traffic is up 14% compared to June 2007. Year to date traffic is up 19% compared to 2007.

In their budget, they had predicted about 1.75 million passengers, but they believe it will now be 1.85 million, a 4% increase.

B. Airlines/Tour Operators Update

- i. New flights – Jetair Fly is now flying to Brussels, Belgium. Aladia is flying from Guadalajara, Mexico.

C. Miscellaneous Updates

- i. General Aviation Operations – Operations have decreased by 30%. Survey shows GA operations at other airports are decreasing as well.

11. LIAISON REPORTS

City of Sanford

[Discussed out of order during the President's Report, after ACI Settlement Agreement]

Commissioner Bridges needed to leave early in order to attend City Manager Sherman Yehl's welcome reception. He invited all present to the 4th of July Celebration. Wayne Densch will be the official sponsor once again.

Seminole County

None

12. CHAIRMAN'S REPORT

Chairman Longstaff reminded the Board that Diane Crews will be sending them President Dale's evaluation forms for completion.

13. CONSENT AGENDA

- A. Consider approval of Addendum E to Lease No. 99-18 with AIR ESSENTIAL, INC. D/B/A FLORIDA CLAY ART, CO. for Building No. 256, located at 1645 Hangar Road (Office/Warehouse).

Staff recommends approval of E to Lease No. 99-18 with AIR ESSENTIAL, INC. D/B/A FLORIDA CLAY ART, CO. for Building No. 256, located at 1645 Hangar Road (Office/Warehouse). Addendum E extends the lease term for one (1) additional year, effective July 1, 2008. The building consists of 4,020 square feet, at \$4.40 per square foot; and 10,890 square feet of land, at \$0.22 per square foot. The annual rental rate is \$20,083.80; the monthly payment is \$1,673.65 exclusive of taxes.

- B. Consider approval of Addendum A to Lease No. 2007-14 with ALLEGIANT AIR, LLC for Building No. 502-3, located at 2923 Carrier Avenue (Office).

Staff recommends approval of Addendum A to Lease No. 2007-14 with ALLEGIANT AIR, LLC for Building No. 502-3, located at 2923 Carrier Avenue (Office). Addendum A extends the lease term for one (1) additional year, effective July 1, 2008. The building consists of 280 square feet, at \$17.14 per square foot. The annual rental rate is \$4,800.00; the monthly payment is \$400.00 exclusive of taxes.

- C. Consider approval of Addendum B to Lease No. 2006-37 with ALLEGIANT AIR, LLC for Building No. 502-4, located at 2919 Carrier Avenue (Office).

Staff recommends approval of Addendum B to Lease No. 2006-37 with ALLEGIANT AIR, LLC for Building No. 502-4, located at 2919 Carrier Avenue (Office). Addendum B extends the lease term for one (1) additional year, effective June 1, 2008. The building consists of 280 square feet, at \$17.14 per square foot. The annual rental rate is \$4,800.00; the monthly payment is \$400.00 exclusive of taxes.

- D. Consider approval of Addendum A to Lease No. 2007-15 with ALLEGIANT AIR, LLC for Building No. 502-6, located at 2909 Carrier Avenue (Office).

Staff recommends approval of Addendum A to Lease No. 2007-15 with ALLEGIANT AIR, LLC for Building No. 502-6, located at 2909 Carrier Avenue (Office). Addendum A extends the lease term for one (1) additional year, effective July 1, 2008. The building consists of 280 square feet, at \$17.14 per square foot. The annual rental rate is \$4,800.00; the monthly payment is \$400.00 exclusive of taxes.

- E. Consider approval of Lease No. 2008-22 with BOB ALLEN and DIANE ALLEN for Building No. 300-S, located at 3106 Rudder Circle (Residence).

Staff recommends approval of Lease No. 2008-22 with BOB ALLEN and DIANE ALLEN for Building No. 300-S, located at 3106 Rudder Circle (Residence). The lease shall have a one (1) year term, commencing on July 1, 2008. The annual rental rate is \$9,600.00; the monthly payment is \$800.00.

- F. Consider approval of Lease No. 2008-21 with MAILTIME, INC. for Building No. 515-4, located at 2830 South Mellonville Avenue (Warehouse/Office).

Staff recommends approval of Lease No. 2008-21 with MAILTIME, INC. for Building No. 515-4, located at 2830 South Mellonville Avenue (Warehouse/Office). The lease shall have a one (1) year term, commencing on June 1, 2008. The building consists of 1,500 square feet, at \$7.75 per square foot. The annual rental rate is \$11,625.00; the monthly payment is \$968.75 exclusive of taxes.

- G. Consider approval of Addendum E to Lease No. 2003-24 with ROBIN McCRAE for Building No. 530 and 15 acres of land, located at 4055 Moores Station Road (Residence).

Staff recommends approval of Addendum E to Lease No. 2003-24 with ROBIN McCRAE for Building No. 530 and 15 acres of land, located at 4055 Moores Station Road (Residence). Addendum E extends the lease term for one (1) additional year, effective July 1, 2008. The annual rental rate is \$27,192.00, an increase of \$792.00; the monthly payment is \$2,266.00.

- H. Consider approval of Addendum E to Lease No. 2003-23 with STONE PRODUCTS, LLC for Building No. 526, located at 3945 Moores Station Road (Warehouse/Office/Residence).

Staff recommends approval of Addendum E to Lease No. 2003-23 with STONE PRODUCTS, LLC for Building No. 526, located at 3945 Moores Station Road (Warehouse/Office/Residence). Addendum E extends the lease term for one (1) additional year, effective July 1, 2008. The annual rental rate is \$31,827.00; the monthly payment is \$2,652.25.

- I. Consider approval of Addendum A to Lease No. 2007-20 with DOUGLAS WHEELER for Building No. 301, located at 2822 Aileron Circle (Residence).

Staff recommends approval of Addendum A to Lease No. 2007-20 with DOUGLAS WHEELER for Building No. 301, located at 2822 Aileron Circle (Residence). Addendum A extends the lease term for one (1) additional year, effective July 1, 2008. The annual rental rate is \$9,900.00, an increase of \$300.00; the monthly payment is \$825.00.

- J. Consider approval of Fourth Addendum to Snack Bar Concession Agreement.

Item removed from Agenda.

Motion by Board Member Robertson, seconded by Board Member Eckstein, to approve Consent Agenda Items A through I. Motion passed.

14. DISCUSSION AGENDA

A. Transmission of Fiscal Year 2008-2009 Proposed Operating and Capital Budget to City of Sanford for Joint Public Hearing.

Staff recommends approval of transmission of Fiscal Year 2008-2009 Proposed Operating and Capital Budget to the City of Sanford, in preparation for the Joint Public Hearing on August 25, 2008.

President Dale noted there were two changes in the personnel aspect of the budget. A clerical error was found on the Maintenance Department. The budget showed a vacancy for ground maintenance. The vacancy is for the Mechanic position. Previous Mechanic died. The second change involves Harry Herman; he will now become salaried.

Motion by Board Member Eckstein, seconded by Secretary/Treasurer Donihi, to approve Discussion Agenda Item A.

15. COMMENTS FROM THE PUBLIC

None

16. OTHER BUSINESS

None

17. REMINDER OF NEXT BOARD MEETING (TUESDAY, AUGUST 5, 2008)

18. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:51 a.m.

Respectfully submitted,

Larry A. Dale, President & CEO
/dmm



SANFORD AIRPORT AUTHORITY
1200 Red Cleveland Boulevard
Sanford, Florida 32773
(407) 585-4000 • Fax (407) 585-4045
www.orlandosanfordairport.com

June 25, 2008

Via email: legals@mysanfordherald.com

The Sanford Herald
P. O. Box 1657
Sanford, Florida 32772 1657

Attn: Patti, Legal Classified

Please publish the following Public Notice one (1) time in the **Sunday edition (June 29, 2008) of the Seminole Herald Classifieds.** Please confirm receipt of this advertisement by email to dmuniz@osaa.net.

PUBLIC NOTICE

SANFORD AIRPORT AUTHORITY

Notice is hereby given that the Sanford Airport Authority will conduct its July meeting on Tuesday, July 1, 2008, at 8:30 a.m., at the Sanford Airport Authority Executive Offices Board Room, A.K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Information may be obtained by contacting the executive offices during normal business hours at (407) 585-4002.

Notice is hereby given that the regular meeting will adjourn to conduct the following:

An Executive Session to discuss "Sanford Airport Authority v. Annett, et al." [Case No. 07-CA-3020-0039-13-A]. Participants in the Executive Session will be SAA Board Members, SAA President/CEO, SAA Counsel – Shutts & Bowen LLP, and a court reporter. All others will be excluded during the Executive Session. Following adjournment of this Executive Session, the Sanford Airport Authority Board will reconvene for further business.

Please take notice that if any person decides to appeal any decision made by the Sanford Airport Authority with respect to any matter considered at the meeting or hearing scheduled herein, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based, per Section 286.0105, Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the executive offices 48 hours in advance of the meeting at (407) 585-4002.

Larry A. Dale
President & CEO

Certified proof of publication and invoice should be sent to:

Attn: Diana M. Muñoz-Olson
Sanford Airport Authority
1200 Red Cleveland Boulevard
Sanford, FL 32773

Please do not hesitate to call me at (407) 585-4002 if you have any questions.

Sincerely,

Diana M. Muñoz-Olson
Executive Assistant

PUBLIC NOTICE

BOARD MEETING

The regular meeting of the Sanford Airport Authority will be held on Tuesday, July 1, 2008, at 8:30 a.m., at the Sanford Airport Authority Executive Offices Board Room, A.K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Information may be obtained by contacting the executive offices during normal business hours at (407) 585-4002.

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SANAC

The Sanford Airport Noise Abatement Committee (SANAC) meeting will be held on Tuesday, July 8, 2008, at 9:00 a.m., in the Sanford Airport Authority Executive Offices Board Room, A. K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Scheduling and information is available by contacting the Vice President of Operations at (407) 585-4006.

USER GROUP

The Airport User Group meeting will be held on Tuesday, July 15, 2008, at 10:00 a.m., in the Sanford Airport Authority Executive Offices Board Room, A. K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Scheduling and information is available by contacting the Vice President of Operations at (407) 585-4006.

DESIGN REVIEW COMMITTEE (DRC)

The Sanford Airport Design Review Committee (DRC) meeting scheduled for July 2, 2008 has been cancelled.

The Sanford Airport Design Review Committee (DRC) will conduct a Special DRC meeting on Wednesday, July 16, 2008, at 10:00 a.m., in the Authority's Executive Offices Board Room, A. K. Shoemaker Domestic Terminal, 1200 Red Cleveland Boulevard, Sanford, Florida. Information may be obtained by calling (407) 585-4002.

Please take notice that if any person decides to appeal any decision made by the Sanford Airport Authority with respect to any matter considered at the meeting or hearing scheduled herein, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based, per Section 286.0105, Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the executive offices 48 hours in advance of the meeting at (407) 585-4002.

Larry A. Dale
President & CEO