

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD AIRPORT AUTHORITY  
TUESDAY, APRIL 14, 2009**

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**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  
Brett R. Renton, Airport Counsel

**ABSENT:** Colonel Charles H. Gibson  
John A. Williams  
Comm. Jack T. Bridges, City Liaison  
Michael McLean, County Liaison

**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. Muñiz-Olson, Executive Secretary

**OTHERS PRESENT:** Eric Bain, CH2M Hill  
Krysty Carr, S.E. Ramp Development  
Scott Cole, Assistant Director of Maintenance  
David Doudney  
Larry Gouldthorpe, TBI  
Richard Kondraki  
Geoff Lane, Starport  
James L. Meade, Mears Transportation  
Francois D. Menard, CH2M Hill  
Al Nygren, O.R. Colan Associates  
Stan Poloski  
Jack Reynolds, JRA, Inc.  
Chip Snowden  
Kevin Spolski, Spolski Construction  
Sandy Stock, Pre-Flight

**1. INTRODUCTION OF GUESTS AND CALL TO ORDER**

The meeting was called to order at 8:35 a.m.

2. ADVERTISEMENT OF MONTHLY MEETING

Copies attached.

3. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON MARCH 3, 2009

Motion by Secretary/Treasurer Donihi, seconded by Board Member Robertson, to approve the minutes from the regular meeting held on Tuesday, March 3, 2009. Motion passed.

4. PRESIDENT'S REPORT

President Dale reported on the following:

- A. Articles – President Dale discussed an article from the Sanford Herald in regards to the Delta Connection Academy students; and articles from the Orlando Sentinel regarding another eagle strike and attacks on various authorities regarding fundraising.
- B. Extension of Runway 9R-27L – Currently waiting to transfer ownership to the FAA of Localizer (LOC), Glideslope (GS), Distance Measuring Equipment (DME), and Medium Intensity Approach Lighting System (MALSR) with Runway Alignment Indicator Lights (RAILS).
- C. Extension of Runway 9L-27R – The draft Environmental Assessment has been submitted to the State Clearinghouse and they are in the process of making comments. At the time, there were no objections. The Authority submitted the application for the \$5 million grant for land acquisition and the pre-application for another grant (land acquisition related to noise).
- D. Overlay of Runway 9L-27R – Paving is complete. Grass island has been paved. Striping will begin the night of the meeting, weather permitting. Project is ahead of schedule; it began October 20, 2008.
- E. Economic Recovery Act – The economic stimulus request was approved. Stimulus money will be used to mill and pave Runway 18-36; similar to the Runway 9L-27R project. Project is at 60% design stage, and will go out to bid the first part of May.
- F. Parking Lot C – Project is progressing well. Expected to be completed on schedule. Project will last 150 days.

- G. Hudson Group buildout – Project is on schedule and should be done by the end of the month. A tour of the stores will take place after the next Board meeting. Grand opening is expected at the end of May.
- H. Security Fence and Gate Improvements – Needs Board to approve the FDOT resolution (under Discussion Agenda) and ratify President Dale’s signature on contract with White Site Development in the amount of \$509,915.25. [Discussed out of order – after Discussion Agenda). Motion by Board Member Eckstein, seconded by Board Member Robertson, to ratify President Dale’s signature on contract with White Site Development in the amount of \$509,915.25. Motion passed.
- I. Taxiway Romeo and Charlie – Needs Board to approve the FDOT resolution (under Discussion Agenda).
- J. Bldg. 310 Improvements – President Dale commended the Maintenance and IT departments for their job at building 310. Diane Crews briefed the Board on the improvements on the first and second floor. Approximately 49 students will move to the first floor; no more than 150 students are expected in the building. Furniture for the second floor has been ordered. Fire sprinkler and alarm system is almost finished on the first floor, making it ready for occupancy on Monday, April 20, 2009. On the first floor there will be a police sub-station, however, the police will not be there at all times. There are study rooms on the first and second floor, laundry room with coin operated machines, and vending machines. The third floor will be done after the airfield inspection, which takes priority. Bryant Garrett briefed the Board on the wireless connection/capabilities. Satellite equipment has been installed on the first floor. Wireless connection is available on all three floors, and access pin codes have been established for security purposes. Ms. Crews stated Fire Marshal Tim Robles (Fire Dept. – City of Sanford), Dan Florian (Building & Permitting – City of Sanford), Paul Moore (Utilities – City of Sanford), and Jeff Wall (Utilities Inspections Division – City of Sanford) have helped as well on this project.
- K. Attorneys’ Fees – Distribution and discussion of March’s attorneys’ fees. Board Member Miller had a question about general representation. President Dale clarified the SR 46 gap was categorized under general representation because is not FAA funded. Counsel also clarified that general representation included tenant issues and the ACI lawsuit as well.
- L. SR 46 Gap – There is a 45-foot gap where the Seminole County fire station is built: 30 feet belongs to the heirs of Luther King, and 15 feet is part of the original deed. The Authority has to guaranty the warranty of the title. A suit to quiet title is being filed for the King land, and the Government Services

Administration Property Disposal Division has agreed to issue a quit claim deed upon receipt of the deed release by the FAA.

#### M. Wildlife

- i. Wildlife Management Plan – Wildlife assessment has been submitted to FAA. Jack Reynolds believes it should be in Atlanta, GA being reviewed. President Dale stated the final draft of the wildlife management plan has been completed for FAA approval. President Dale briefed the Board on the most recent eagle strike. The aircraft landed safely and nobody was hurt. It did receive some damage and is out of service. Occurrences such as this one emphasize the need for the Airline Safety and Wildlife Protection Act of Florida.
- ii. Airline Safety and Wildlife Protection Act of Florida – House Bill 1065 is being sponsored by Representative Scott Plakon and Senate Bill 1864 is being sponsored by Senator Carey Baker. President Dale has been in Tallahassee five times testifying on behalf of the bill. Audubon has filed some amendments. Senator Lee Constantine, who chairs the Judiciary Committee, did not put it on the agenda for the following day. The Authority is leaving it up to senators to work it out. The press is on the side of the airport since the incident in LaGuardia Airport (Hudson River). Board Member Miller stated Senator Constantine was not communicating with President Dale. He stated the Authority wants only to protect the public and benefit the community. President Dale stated Senator Constantine voted for the bill during the Transportation Committee meeting. Board Member Robertson questioned if the Authority should take some action. President Dale reiterated Representative Plakon and Senator Baker should handle it.

N. Kudos from Customs – President Dale discussed e-mail from Larry A. Sherman Passenger Service Manager with U.S. Customs. On Saturday, April 4, 2009 there were six flights, and 1,771 passengers arrived in 34 minutes. The average processing time for these flights was 28 minutes. According to Mr. Sherman, no other airport in the nation could have done that.

O. Cooperation with other airports – President Dale discussed letter from the City of Titusville in appreciation for Chief Kracun's assistance during the Valiant Air Command Warbird Air Show held at the Space Coast Regional Airport in Titusville.

P. F-4 Phantom Fighter - Starport would like to put an F-4 Phantom fighter jet near their building. They will pay for it and be responsible for its maintenance. Since they are not a government agency, they cannot request it. Motion by Board Member Pieters, seconded by Board Member Eckstein, for SAA to procure F-4 Phantom fighter jet on behalf of Starport, to be installed at the entrance of

Starport, near flagpole; including permission to install lighted 100' flagpole with oversized 30' X 60' flag. Motion passed.

- Q. FAC Conference Reminder - The 40<sup>th</sup> Annual FAC Conference will be at the Lowes Resort in South Miami. President Dale asked the Board to contact Diane Crews or Diana M. Muñiz-Olson if they plan on attending.
- R. Budget Stabilization Plan – Due to the economy, there have been some shortfall from tenants and airlines. President Dale met with staff the previous morning to discuss the plan. His department cannot be reduced because it carries the legal fees; however, expenditures in other departments have been decreased. Board Member Miller questioned if the Authority has spoken to Shutts & Bowen, LLP and asked them to decrease their rates. President Dale clarified the issue is not with general counsel, but it has to do more with the lawsuits. Counsel clarified the Authority already receives a negotiated rate. Chairman Longstaff stated the Board could instruct President Dale to discuss the rates with Counsel. Board Member Eckstein questioned if the Authority had a retainer. President Dale clarified the contract is based on an hourly rate. Board Member Eckstein questioned why Counsel charges for travel time. He stated he was very pleased with Shutts & Bowen, LLP, but if the Authority is asking the employees to sacrifice, then it should be asked of Counsel too.

President Dale is cutting his pay too and giving up his bonus. He stated the reason a 2% cut was decided on was because the Authority has extraneous income. Other reductions include: reduction of overtime, reduction of sick leave from 15 days to 5 days, limiting vacation to 5 days, reduction of holidays to just Christmas Day and Thanksgiving Day. Board Member Pieters cautioned that the Authority make sure these new rules were not going against any federal laws. Board Member Miller stated the Authority has not been filling vacant positions if an employee leaves and is not asking for employment reduction. President Dale stated staff analyzes their budgets every month. Board Member Cattell stated the Authority might need to clarify to staff that this may not be the only action that is ultimately taken. President Dale clarified he did discuss that possibility with the employees. Secretary/Treasurer Donihi questioned if these changes are permanent or until the end of the year. President Dale clarified that the changes will remain in effect as long as it is necessary. The issue will be reanalyzed on a regular basis. President Dale clarified to Board Member Pieters that the employees who received 3% increase last year, will get reduced to 1%. Most merit increases are done at the beginning of fiscal year; some increases are done after employee is done with probation. Board Member Cattell questioned if the plan anticipated any probation employees. Ms. Crews clarified the increase is not automatic, depends on contract of the employee. Board Member Cattell questioned how much of an increase would it typically be. Ms. Crews stated it usually is between 3-5%. Board Member Robertson questioned if the losses in the Commerce Park were due to poor collection or tenant loss. President Dale clarified it is mostly due to tenant loss. Motion by Secretary/Treasurer Donihi,

seconded by Board Member Cattell, to approve the budget stabilization plan. Motion passed. Chairman Longstaff questioned if there is a need to amend the Authority's budget. President Dale stated he would take it to City as a courtesy.

- S. Prospective tenant – President Dale discussed a prospective tenant, Avocet Capital LLC, for a new 40,000 square foot hangar (with an additional 4,000 square feet of office space) to be built adjacent to the Northside Ramp. Avocet repairs and dismantles commercial aircraft. President Dale would like to prepare a lease with Avocet in the interim for two existing facilities as well as the 5.39 acre ramp. In addition, Avocet would lease a demolition pad at the site of the 727 training area by the ARFF station, with a driveway leading from the site to the taxiway. SAA would use an existing 50/50 capacity enhancement grant to help fund construction of the new facility. Bryant Garrett stated the 50% would be secured by the Authority's funds. Chairman Longstaff requested the Authority make sure the tenant is financially stable. President Dale stated the hangar will be a RUBB hangar and should not take long to construct, approximately 6 months. Kevin Spolski commented that one of the considerations with this type of building is the fabric; it evaporates if it catches fire, which is the biggest asset. He believes installation takes about 10 weeks, possible 8-months to build out. Motion by Board Member Eckstein, seconded by Secretary/Treasurer Donihi, to authorize execution of lease with Avocet Capital, LLC for two existing facilities, the 5.39 acre Northside Ramp and Demolition Pad; and conceptual approval for construction of 44,000 square foot hangar/office building by SAA with 50/50 grant from FAA. Motion passed.
- T. Aerial photographs - President Dale distributed the aerial photographs of the ongoing projects.

## 5. COUNSEL'S REPORT

In regards to SAA and ACI/HTA, HTA was served on April 8, 2009. Response deadline is April 28, 2009.

In regards to the Kondraki case, the offer of judgment expired and Mr. Kondraki did not take the offer of judgment. The offer of judgment has expired and as a result it will lead to a trial. If at the trial he is not awarded the amount offered, it would make him responsible for all expert costs on his side subsequent to the offer termination.

## 6. TBI REPORT

TBI President Larry Gouldthorpe reported on the following:

### A. Monthly Statistics for March 2009

- i. UK traffic total  
March 2009 – **5,937**passengers

- ii. International traffic total  
March 2009 – **9,144** passengers
- iii. Domestic traffic total  
March 2009 – **153,394** passengers
- iv. Percentage  
UK traffic is down 83% compared to March 2008. International traffic is down 77% compared to March 2008. Domestic traffic is up 17% compared to March 2008. Total traffic is down 6% compared to March 2008. Year-to-date traffic is down 8% compared to 2008.

#### B. Airlines/Tour Operators Update

- i. Allegiant Air – Allegiant Air is planning to cancel some of the summer-scheduled flights. Some of the restrictions to Cuba will be lifted and they want to have crew time/aircraft time available to fly to Cuba. They will run about 120 flights from Miami to Havana. This will create a decrease but traffic should be around the same as last summer. Chairman Longstaff questioned if Allegiant was going to cancel flights where reservations were already made. Mr. Gouldthorpe stated Allegiant would re-book those passengers on other days. Board Member Miller stated Airtran is now going to Knoxville, TN and Allentown, PA. Mr. Gouldthorpe stated he had spoken with Allegiant and they are confident Airtran cannot compete with them on the long term. Board Member Miller cautioned the Authority should “be on our toes on what we do over here.” Chairman Longstaff questioned when the flights to Cuba were scheduled to start. Mr. Gouldthorpe stated flights will start in June, but clarified they are charters.

#### C. Miscellaneous Updates

- i. Embry-Riddle – Mr. Gouldthorpe thanked President Dale for going with him to Embry Riddle to discuss the management practices of the Airport with MBA students.
- ii. Hudson Group – Mr. Gouldthorpe would like to do the grand opening of the Phase II stores May 21<sup>st</sup> or 22<sup>nd</sup>. The stores that are open are doing extremely well.
- iii. Development program for concession – Phase 4 is for food concession improvements by SSP America. TBI has been negotiating with SSP America and they are willing to invest \$500,000.00 to improve their stores. In turn, they request the Authority extend their contract and additional 5-year term, bringing their lease to end in 2016. Motion by Secretary/Treasurer Donihi, seconded by Board Member Pieters, authorizing extension of SSP America’s contract for an additional term of

five years to end in 2016; and conceptual approval of concessionaire improvements at the domestic terminal to include the following stores: Cheeburger Cheeburger, Cinnabon, and Edy's Ice Cream. Motion passed. Board Member Miller requested the economic impact; Mr. Gouldthorpe will bring it to the next meeting.

7. LIAISON REPORTS

City of Sanford

None.

Seminole County

None.

8. CHAIRMAN'S REPORT

None

9. CONSENT AGENDA

- A. Consider approval of Lease No. 2009-06 with BLUE WOOD STUDIO, LLC for Building No. 138-N, located at 2764 Navigator Avenue (Warehouse/Office)

Staff recommends approval of Lease No. 2008-10 with BLUE WOOD STUDIO, LLC for Building No. 138-N, located at 2764 Navigator Avenue (Warehouse/Office). The lease shall have a one (1) year term, commencing on March 1, 2009. The lease consists of 2,230 square feet of office and warehouse space at \$4.35 per square foot. The annual rental rate is \$9,700.50; the monthly payment is \$808.38, exclusive of taxes.

Note: The tenant produces custom furniture and craft items.

- B. Consider approval of Addendum A to Lease No. 2008-09 with MICHAEL LOADER for Building No. 303, located at 2850 Aileron Circle (Residence).

Staff recommends approval of Addendum A to Lease No. 2008-09 with MICHAEL LOADER for Building No. 303, located at 2850 Aileron Circle (Residence). Addendum A extends the lease term for one (1) additional year, effective April 1, 2009. The annual rental rate is \$9,600.00; the monthly payment is \$800.00.

- C. Consider approval of Lease No. 2009-10 with ORLANDO AIRCRAFT SALES, INC. for Building No. 421, located at 1920 East Airport Boulevard (Warehouse/Office).

Staff recommends approval of Lease No. 2009-10 with ORLANDO AIRCRAFT SALES, INC. for Building No. 421, located at 1920 East Airport Boulevard (Warehouse/Office). The lease shall have a one (1) year term, commencing on April 1, 2009. The lease consists of 2,000 square feet of office and warehouse space at \$3.50 per square foot. The annual rental rate is \$7,000.00; the monthly payment is \$583.33, exclusive of taxes.

Note: The tenant will use the building to store and maintain aircraft.

- D. Consider approval of Lease No. 2009-11 with ORLANDO AIRCRAFT SALES, INC. for Building No. 413, located at 1910 East Airport Boulevard (Corporate Hangar).

Staff recommends approval of Lease No. 2009-11 with ORLANDO AIRCRAFT SALES, INC. for Building No. 413, located at 1910 East Airport Boulevard (Corporate Hangar). The lease shall have a one (1) year term, commencing on April 1, 2009. The lease consists of 3,000 square feet of hangar space at \$3.50 per square foot; 1,300 square feet of land at \$0.14 per square foot; and 3,440 square feet of ramp at \$0.11 per square foot. The annual rental rate is \$11,060.40; the monthly payment is \$921.70, exclusive of taxes.

Note: The tenant will use the building to store and maintain aircraft.

- E. Consider approval to defer the increase in lease rate for one year [March 1, 2009 – February 28, 2010] for TBI (US) Inc., for the rental of Building No. 502, located at 2951-2955 Carrier Avenue, and Building No. 502-1, located at 2959-2983 Carrier Avenue (Cargo Building).

On March 3, 2009, the Sanford Airport Authority approved Addendum D to Lease No. 98-08 with TBI (US), Inc. for Building 502, located at 2951-2955 Carrier Avenue, and Building No. 502-1, located at 2959-2983 Carrier Avenue (Cargo Building). Addendum D extended the lease term for five (5) additional years, effective March 1, 2009. Addendum D increased the lease payment by \$8,875.00 in the first year, with scheduled increases in each subsequent year. The tenant has asked that the scheduled increase for Year 1 be deferred for one year in light of the current economic situation.

Staff recommends approval to defer the increase in lease rate for one year [March 1, 2009 – February 28, 2010] for TBI (US) Inc., for the rental of Building No. 502, located at 2951-2955 Carrier Avenue, and Building No. 502-1, located at 2959-2983 Carrier Avenue (Cargo Building).

- F. Consider approval of Supplemental Joint Participation Agreement Number 1, FM Number 407651 1 94 01 and Resolution Number 2009-02 for the Design and Construction to Overlay and Remark Runway 9L-27R.

Staff recommends approval of Supplemental Joint Participation Agreement Number 1, FM Number 407651 1 94 01 and Resolution Number 2009-02 for the Design and Construction to Overlay and Remark Runway 9L-27R.

- G. Consider approval of Supplemental Joint Participation Agreement Number 1, FM Number 409802 1 94 01 and Resolution Number 2009-03 for the design and construction to fill-in non-paved areas on the North Ramp.

Staff recommends approval of Supplemental Joint Participation Agreement Number 1, FM Number 409802 1 94 01 and Resolution Number 2009-03 for the design and construction to fill-in non-paved areas on the North Ramp.

- H. Consider approval of Joint Participation Agreement Number 1, FM Number 420845 1 94 01 and Resolution Number 2009-04, for the acquisition of design and installation of perimeter security fencing, security gates, and emergency egress hardware for security doors.

Staff recommends approval of Joint Participation Agreement Number 1, FM Number 420845 1 94 01 and Resolution Number 2009-04, for the acquisition of design and installation of perimeter security fencing, security gates, and emergency egress hardware for security doors.

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

10. DISCUSSION AGENDA

None

11. COMMENTS FROM THE PUBLIC

None

12. OTHER BUSINESS

Secretary/Treasurer Donihi recommended President Dale considered accelerating the budget plan process this year. President Dale will be doing the workshop session in June, for approval of the budget by the Board in July, then to City of Sanford in August. He clarified it is hard to project for September too far ahead of time.

13. REMINDER OF NEXT BOARD MEETING (TUESDAY, MAY 5, 2009)

14. ADJOURNMENT

There being no further business, the regular meeting was adjourned at 10:40 a.m.

Respectfully submitted,

Larry A. Dale, President & CEO  
/dmm



SANFORD AIRPORT AUTHORITY  
1200 Red Cleveland Boulevard  
Sanford, Florida 32773  
(407) 585-4001 • Fax (407) 585-4045  
[www.orlandosanfordairport.com](http://www.orlandosanfordairport.com)

April 1, 2009

Via email: [legals@mysanfordherald.com](mailto: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 **Wednesday edition (April 8, 2009) of the Seminole Herald Classifieds.** Please confirm receipt of this advertisement by email to [dmuniz@osaa.net](mailto:dmuniz@osaa.net).

**PUBLIC NOTICE**  
SANFORD AIRPORT AUTHORITY

Notice is hereby given that the Sanford Airport Authority will conduct its April meeting on Tuesday, April 14, 2009, 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.

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, April 14, 2009, 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.

## **SANAC**

The Sanford Airport Noise Abatement Committee (SANAC) meeting will be held on Tuesday, April 7, 2009, 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, April 7, 2009, 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 Wednesday, April 1, 2009, has been cancelled. Information may be obtained by calling (407) 585-4000.

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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