



Minutes for November 22, 2022 Board Meeting

11/22/2022 | 12:59 PM - 01:17 PM

Dan P McClure Auditorium East, 6000 Airport Circle, Sarasota FL 34243

Attendees

Commissioners: Carlos Beruff; Jesse Biter; Doug Holder; Kristin Incrocci; Jeff Jackson; Robert Spencer
Staff/Council: Fredrick Piccolo; Kent Bontrager; Pamela Kantor; Mark Stuckey; Dori Guzman; C. Dan Bailey, Jr.

Agenda

1. Call to Order, Invocation, and Pledge to Flag

Commissioner Beruff called the meeting to order at 12:59 p.m. Commissioner Holder lead the invocation and the pledge.

2. Election of Officers

Mr. Bailey took nominations from the Board for Chairman, Vice Chairman, and Secretary. He advised the positions should be rotated between the counties each year; therefore, this year's Chairman will be from Sarasota County, with the Vice Chairman and Secretary from Manatee County.

Mr. Bailey took nominations from the Board and declared by acclamation the following new officers of the Board, to serve from November 2022 to November 2023:

Jeffrey Jackson, Chairman

Kristin Incrocci, Vice Chairman

Robert Spencer, Secretary

3. Presentation of Plaque to Chairman Beruff

Newly elected Chairman Jackson presented a plaque to Commissioner Beruff in appreciation of his services as the past Board Chairman.

4. Introduction of New Employees

Pamela Kantor Executive VP/CFO, introduced Maya Solomovich as new HR Director, and noted four additional employees were hired in October.

Mr. Piccolo also noted that Kent Bontrager, Senior VP, received his American Association of Executives (AAE) Certification.

5. Approval: Minutes of Regular Meeting of September 26, 2022

The Board approved the minutes of the regular meeting of September 26, 2022, as presented.

6. Public Comments - Items on the Agenda

There were no public comments regarding items on the agenda.

7. Items Needing Action

7.1 Approval: Proposed Schedule of Calendar Year 2023 SMAA Board Meeting Dates

Mr. Piccolo requested the Board approve the schedule of meeting dates of the Authority for 2023:

Monday, JANUARY 30

Monday, MARCH 27

Monday, MAY 22 (preceded by workshop to evaluate the President/CEO)

Monday, AUGUST 28 (preceded by the budget workshop)

Monday, SEPTEMBER 25

Monday, NOVEMBER 27

According to the bylaws, if necessary, the Board will schedule a second budget workshop for the first Wednesday after Labor Day, September 6, 2023.

MOTION: Commissioner Holder moved to approve the schedule of Authority meeting dates for 2023. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

7.2 Approval: Proposed Schedule of Calendar Year 2023 Employee Holidays

Mr. Piccolo requested approval of the proposed employee holidays for 2023:

HOLIDAY	DAY OBSERVED
New Year's Day 2023	January 2 (M)
Martin Luther King, Jr. Day	January 16 (M)
Memorial Day	May 29 (M)
Independence Day	July 4 (T)
Labor Day	September 4 (M)
Veteran's Day	November 10 (F)
Thanksgiving Day	November 23 (Th)
Day after Thanksgiving	November 24 (F)
Christmas Eve	December 22 (F)
Christmas Day	December 25 (M)
Two Floating Holidays	Not Designated

MOTION: Commissioner Holder moved to approve the proposed 2023 employee holiday schedule as presented. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

7.3 Approval: One-Time Disaster Related Payment to Employees

Mr. Piccolo requested approval of a one-time disaster related payment to recognize the dedication and hard work of employees before, during and after Hurricane Ian. Payment is requested as follows:

Employees hired on or before 09/29/22:		Employees working on 09/28 and/or 09/29/22:	
Full time	\$250	Full time	\$500
Part time	\$150	Part time	\$300
Substitute	\$100	Substitute	\$200

MOTION: Commissioner Holder moved to approve the one-time disaster related payment to employees as presented. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

7.4 Approval: Three-Year Police Collective Bargaining Agreement and Retroactive Pay for Bargaining Unit

The Collective Bargaining Agreement as presented reflects the following changes: PERC approval to include part-time officers in the bargaining unit; matching the salary grade changes effective May 9 2022 for the Police Union personnel; and update Appendixes B and E accordingly.

MOTION: Commissioner Holder moved to approve the Three-Year Police Collective Bargaining Agreement as presented, effective October 1, 2022 through September 30, 2025. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

7.5 Approval: Purchase of Municipal Cleaning Vehicle (B-230003)

Staff requests purchase of a new Municipal Cleaning Vehicle in order to allow the Authority to bring assorted cleaning functions in-house.

MOTION: Commissioner Holder moved to authorize the President/CEO to approve the purchase of a Municipal Cleaning Vehicle in a not to exceed amount of \$218,635. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

7.6 First Amendment to Lease & Concession Agreement with Mitchell Management of Florida, Inc.

The terms of the original agreement with Mitchell Management were October 2, 2021 – August 31, 2023 with three 3-year renewal terms through August 31, 2026. Due to skilled labor and supply chain issues, the concession did not open until August 30, 2022. As such, staff would like to amend the contract as follows: a five-year term, with a renewal term at the option of the Authority. In exchange, Mitchell Management has agreed to increase the percentage payment on food/beverages sales from 12% to 13.5% of gross receipts during the term renewal.

MOTION: Commissioner Holder moved to approve a First Amendment to the Lease and Concession Agreement with Mitchell Management of Florida, Inc. as presented. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

7.7 Approval: Amending Resolution 2022-06 Incorporating Additional Vehicle Parking Lots and Rates

Due to increased passenger traffic and the need for additional parking, Airport staff has increased the number of parking spaces from 2,439 to 4,428 spaces. Staff is requesting Resolution 2022-06 be amended to reflect the following rate changes:

Remote Lots B, C, D & E: \$10 daily maximum

Discount Lot: \$5 daily maximum

MOTION: Commissioner Holder moved to approve Resolution 2022-06 Amended, Incorporating Additional Vehicle Parking Lots and Rates, effective November 22, 2022 as presented. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

7.8 Approval: First Amendment to Lease & Development Agreement with SRQ Hanger, LLC.

Due to a lease agreement being terminated with a prior lessee, staff would like to amend the agreement with SRQ Hangar, LLC approved by the Authority on April 25, 2022. The new terms shall include relocation of premises; expansion of premises from two to three acres; and non-exclusive right to construct, operate and maintain a fuel farm facility to service lessee's private aircraft, in accordance with the Authority's Minimum Standards for Aeronautical Activities.

MOTION: Commissioner Holder moved to approve the First Amendment to the Lease and Development Agreement with SRQ Hangar, LLC to relocate and expand the premises and amend the grant of rights, as presented. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

7.9 Approval: First Amendment to Fixed Base Operator Development and Operating Lease Agreement with Sheltair Aviation SRQ, LLC

On April 25, 2022 the Authority approved a Fixed Base Operator Development and Operating Lease Agreement with Sheltair Aviation SRQ, LLC. Upon completion of survey, Lessee has requested to reconfigure the original site plan and expand the premises to include fuel farm facilities.

MOTION: Commissioner Holder moved to approve the First Amendment to Fixed Base Operator Development and Operating Lease Agreement with Sheltair Aviation SRQ, LLC., as presented. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8. Items Needing Action - Over \$325,000 Threshold

8.1 Approval: Construction Contract Award to Magnum Builders, Inc for Ground Transportation Center Project

Airport staff and consultant AVCON evaluated the two bids received for the Ground Transportation Center Project, and recommend the Authority approve the lowest responsive bid, submitted by Magnum Builders of Sarasota, Inc. The Center will include covered pickup lanes, protected pedestrian walkways, lighting, a drivers' lounge with restrooms, security, and technology for access and control. Additionally, the bus/transit stop will be relocated and upgraded. The project has received a grant from FDOT and is eligible for up to 50% funding.

MOTION: Commissioner Biter moved to authorize the Chairman to execute a construction contract with Magnum Builders of Sarasota, Inc. in an amount up to \$6,978,418.77, with a 10% contingency for

a total budget of \$7,676,260.00. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8.2 Approval: Guarantee Maximum Price Proposal for Work Package 3, Underground Utility Relocation for the Terminal Concourse B Renovations and New Ground Loading Concourse Project

Work Package 3 of the Terminal Concourse B Renovations encompasses the underground utility relocation and includes installation of water, sewer, gas, electric conduit, fiber conduit, stormwater pipes, and fuel hydrant lines. The project will also install a utility corridor under the existing concrete apron, provide new services for the Ground Boarding Facility, and upgrade services for Concourse B.

MOTION: Commissioner Spencer moved to authorize the President/CEO to execute the CMAR CMP Amendment for Work Package 3, Underground Utility Relocation with DeAngelis Diamond-Magnum Builders in an amount up to \$14,911,728.00 and authorize staff to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

9. Department Reports

9.1 Financial Statements

9.2 Investment Portfolio

9.3 Finance & Administration

9.4 Real Estate Development & Properties

9.5 ARFF, Operations & Police

9.6 Development/Community Relations & Activity Report

9.7 Engineering, Planning & Facilities

9.8 Internal Audit & Investment Compliance

9.9 Information Technologies

10. Attorney Presentations

Mr. Bailey noted the President/CEO would like to explore the feasibility of seeking legislation that would give the Airport Authority more autonomy regarding permitting and zoning within Airport boundaries.

MOTION: Commissioner Holder moved to authorize President/CEO and legal council to pursue legislation that would give the Airport Authority as much autonomy as possible in the zoning and permitting areas within Airport boundaries. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

11. Old/New Business

Approval: Fifth Amendment to Employment Agreement between SMAA and President/CEO, extending the Employment Agreement to June 30, 2025, which includes a period of six months as an advisor.

MOTION: Commissioner Spencer moved to approve the Fifth Amendment to Employment Agreement as presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

12. Public Comments - Items Not on the Agenda

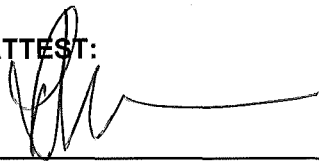
There were no public comments regarding items not on the agenda.

13. Comments by Commissioners

14. Adjournment

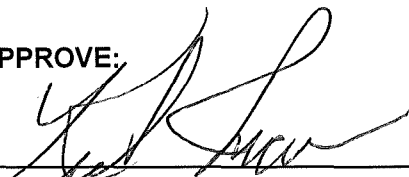
There was no further business to come before the Authority. The meeting adjourned at 1:17 p.m.

ATTEST:



Robert Spencer, Secretary

APPROVE:



Kristin Incrocci, Vice Chair