



Minutes for January 30, 2023 Board Meeting

01/30/2023 | 01:02 PM - 02:31 PM

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

Attendees

Commissioners: Jesse Biter; Doug Holder; Kristin Incrocci; Robert Spencer.

Commissioners Absent: Carlos Beruff; Jeff Jackson

Staff/Council: Fredrick Piccolo; Kent Bontrager; Pamela Kantor; Mark Stuckey; Dori Guzman;

C. Dan Bailey

Agenda

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

Vice Chair Incrocci called the meeting to order at 1:02 p.m. and led the invocation and the pledge.

2. Introduction of New Employees

Executive Vice President, CFO Pamela Kantor introduced the following new employees: Laddi Doty, Accounts Payable; and Richard Reimann, Public Works Maintenance Technician. Additionally, three employees were hired in November, two in December, and six in January.

3. Approval of Minutes of Workshop & Regular Meetings of November 22, 2022

The Board approved the minutes of the November 22, 2022 Workshop and Regular Meetings.

4. Public Comments - Items on the Agenda

There were no public comments regarding items on the agenda.

5. Communication: Plante Moran Audited Fiscal Year 2022 Financials

Pamela Hill, Partner, Plante Moran provided an overview of the Fiscal Year 2022 financial audit for the Authority and noted there were no audit exceptions again this year.

6. Items Needing Action

6.1 Approval of Master Parking Plan Project RFQ-01-2022-MPP

Mr. Piccolo advised that staff received three proposals. Two firms were deemed to be qualified and capable of providing planning and consulting services to prepare a master parking plan.

Mr. Bailey explained the general protocol for presenters and the Board ranking process. After presentations by each firm, the ballot vote ranked the two firms as follows:

1. InterVISTAS
2. Walker Consultants

MOTION: Commissioner Biter moved to approve the selection of InterVISTAS as the first ranked firm, and Walker Consultants as second ranked firm. Staff is authorized to prepare all necessary documents, negotiate scope and fees, and present to the Board for approval at the next board meeting. Commissioner Incrocci seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

6.2 Public Hearing for Resolution 2022-06 Amending Fiscal Year 2023 Budget, Setting Maximum Daily Vehicle Parking Fees

Vice Chair Incrocci opened the Public Hearing for Resolution 2022-06. Dori Guzman, Notary Public, administered the oath to staff members taking part in the Public Hearing. Mr. Piccolo addressed the resolution, noting that administration would like to update the Maximum Daily Vehicle Parking Fees. **THE PUBLIC HEARING WAS CLOSED.**

6.3 Approval of Resolution 2022-06 Amending Fiscal Year 2023 Budget, Setting Maximum Daily Vehicle Parking Fees

MOTION: Commissioner Biter moved to approve Resolution 2022-06, Amending Fiscal Year 2023 Budget, Setting Maximum Daily Vehicle Parking Fees. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

Mr. Piccolo responded to clarifying questions from the Board regarding airport traffic, parking, and fees.

6.4 Approval of Resolution 2023-01 Authorizing President, CEO to Execute Certain Leases, Contracts, and Grant Agreements

MOTION: Commissioner Biter moved to approve Resolution 2023-01, Authorizing the President, CEO (or in his absence the Executive Vice President, Chief of Staff) to execute certain leases, contracts, and grant agreements. This resolution is updated annually. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

6.5 Approval of Construction Phase Professional Services Contract with AVCON, Inc. for Ground Transportation Center Project

MOTION: Commissioner Biter moved to authorize the Chairman to execute a construction phase services contract with AVCON, Inc. for the Ground Transportation Center Project, in the amount of \$163,386.34, with a 10% contingency for a total budget of \$179,724.97. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

6.6 Approval of Lease and Concession Agreement with Mitchell Management of Florida, Inc.

MOTION: Commissioner Biter moved to authorize the Authority to enter into a lease and concession agreement with Mitchell Management of Florida, Inc, as presented. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

Mr. Piccolo responded to clarifying questions from the Board regarding food/beverage service during construction and remodeling of dining establishments.

6.7 Approval of Lease, Development and Operating Agreement with DaVinci Inflight Training Institute, Inc.

MOTION: Commissioner Biter moved to authorize the Authority to approve a lease, development, and operating agreement with DaVinci Inflight Training Institute, Inc., consistent with the terms presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

6.8 Approval to Amend General Ground Lease Agreement Associated with Purchase of 100 Percent Interest of Airport Management Associates, LLC (AMA or Dolphin Aviation) and F.I. International, Inc by Snowbird Acq Co., LLC

MOTION: Commissioner Biter moved authorize the Chairman to execute an amendment to the general ground lease agreement associated with the purchase of 100 Percent Interest of Airport Management Associates, LLC (AMA or Dolphin Aviation) and F.I. International, Inc by Snowbird Acq Co., LLC; and to authorize the President, CEO to execute consent and estoppel forms approved by airport counsel. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

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

7.1 Approval of Increased Contract Scope for Construction of Parking Lot Expansion Project with Magnum Builders of Sarasota, Inc.

MOTION: Commissioner Spencer moved to authorize the Authority to increase the contract scope and fee of \$393,977.04 with Magnum Builders of Sarasota, Inc.in order to relocate the entrance to the shade parking lot. Staff is also authorized to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.2 Approval of Elevator Modernization Project (P-220001)

MOTION: Commissioner Biter moved to authorize the President, CEO to execute a contract with the number one ranked firm, Schindler Elevator, for the purchase of elevator modernization components and installation services in an amount not to exceed \$540,991.00. Staff is also authorized to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.3 Approval of Parking Access and Revenue Control Equipment (P-230002)

MOTION: Commissioner Biter moved to authorize the President, CEO to execute a contract with the number one ranked firm, Skidata, Inc., for parking access and revenue control equipment in an amount not to exceed \$1,098,854.90. Staff is also authorized to prepare all documents necessary to implement this action. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

8. Department Reports Accepted

- 8.1 Financial Statements
- 8.2 Investment Portfolio
- 8.3 Finance & Administration
- 8.4 Real Estate Development & Properties
- 8.5 ARFF, Operations & Police
- 8.6 Development/Community Relations & Activity Report
- 8.7 Engineering, Planning & Facilities
- 8.8 Internal Audit & Investment Compliance
- 8.9 Information Technology

9. Attorney Presentations

There were no attorney presentations

10. Old/New Business

There was no old/new business

11. Public Comments - Items Not on the Agenda

There were no public comments regarding items not on the agenda


12. Comments by Commissioners

Mr. Piccolo responded to questions from the Board regarding airplane wait times on the tarmac.

13. Adjournment

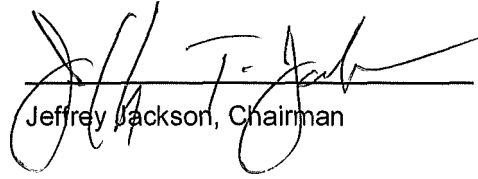
There was no further business to come before the Authority. The meeting was adjourned at 2:31 p.m.

ATTEST:

A handwritten signature in black ink, appearing to be 'R. Spencer', written over a horizontal line.

Robert Spencer, Secretary

APPROVE:

A handwritten signature in black ink, appearing to be 'Jeffrey Jackson', written over a horizontal line.

Jeffrey Jackson, Chairman