



Minutes for November 27, 2023 Board Meeting

Dan P McClure Auditorium | 01:00 PM

Attendees – Board:

Carlos Beruff; Jesse Biter; Doug Holder; Kristin Incrocchi; Jeff Jackson; Robert Spencer

Attendees – Staff:

Fredrick Piccolo; Kent Bontrager; Pamela Kantor; Mark Stuckey; C. Dan Bailey, Jr., Airport Counsel; Dori Guzman, Executive Assistant

Agenda

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

Chairman Jackson called the meeting to order at 1:00 p.m. and Commissioner Holder gave the invocation and led the pledge.

Item 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 Manatee County, with the Vice Chairman and Secretary from Sarasota County.

Mr. Bailey took nominations from the Board and declared by acclamation the following new officers of the Board, to serve from November 2023 to November 2024:

Robert Spencer, Chairman

Jesse Biter, Vice Chairman

Doug Holder, Secretary

Item 3. Presentation of Plaque to Chairman Jackson

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

Item 4. Introduction of New Employees

No new employees were introduced.

Item 5. Recognition of First Responders Providing Life-Saving Services on Airport Property:

The Board and staff recognized the following individuals who rendered life-saving services on November 14, 2023 to a passenger in medical distress. They were presented with a plaque and gift card.

- Mark Hoffman, SMAA Fire Captain
- Craig Aument, SMAA Police Officer
- Eddie Martinez, SMAA Traffic Control Specialist
- Abby Cabral, Registered Nurse

Item 6. Approval: Minutes of Regular Meeting of September 25, 2023

The Board unanimously approved the minutes of the Regular Meeting of September 25, 2023.

Item 7. Public Comments - Items on the Agenda

Travis Horn with SecurCapital introduced himself and spoke regarding Item 8.6, Rescinding Conditional Approval of AeroVanti Hangar Agreements. Mr. Horn requested the item be tabled to a future date.

Item 8. Items Needing Action

8.1 Proposed Schedule of Calendar Year 2024 SMAA Board Meeting Dates

Staff requested Board approval of the following schedule of SMAA Board meeting dates for 2024:

Monday, JANUARY 29

Monday, MARCH 25

Monday, MAY 13 (preceded by workshop to evaluate the President/CEO)

Monday, AUGUST 26 (preceded by the budget workshop)

Monday, SEPTEMBER 30

Tuesday, NOVEMBER 19

According to the bylaws, if necessary, the Board will schedule a second budget workshop for the first Wednesday after Labor Day, September 4, 2024.

MOTION: Commissioner Biter moved to approve the schedule of Authority meeting dates for 2024. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8.2 Proposed Schedule of Calendar Year 2024 Employee Holidays

Staff requested approval of the proposed employee holidays for 2024:

New Years Day 2024 January 1

Martin Luther King, Jr. Day January 15

Memorial Day	May 27
Independence Day	July 4
Labor Day	September 2
Veteran's Day	November 11
Thanksgiving Day	November 28
Day after Thanksgiving	November 29
Christmas Eve	December 24
Christmas Day	December 25
Two Floating Holidays	Not Designated

MOTION: Commissioner Holder moved to approve the schedule of calendar year 2024 employee holidays. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

- 8.3 Resolution 2023-09 Authorizing the Acceptance of the Proposal of Truist Bank to Provide the Authority with a Taxable Revolving Line of Credit in an Aggregate Principal Amount Permitted to be Outstanding at Any One Time Not to Exceed \$30,000,000 to Finance Working Capital and Various Capital Improvements at the Sarasota Bradenton International Airport; Approving the Form and Authorizing the Execution of a Revolving Line of Credit Agreement with Truist Bank; Providing for the Security and Repayment Source for Draws and Redraws Made Under Such Revolving Line of Credit Agreement; Delegating Certain Authority to Certain Officials of the Authority; Authorizing the Execution and Delivery of Other Documents in Connection Therewith; and Providing an Effective Date for This Resolution.**

Staff was previously authorized to secure a line of credit with Truist Bank to address variable cash flow needs during current terminal construction.

MOTION: Commissioner Biter moved to approve Resolution 2023-09 as presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

- 8.4 Professional Architectural and Engineering Services Contract for the General Aviation (GA) Federal Inspection Station (FIS) Project**

The Board previously approved C & S Engineering to provide professional planning, architectural, and engineering services for the GA FIS project. A fee was negotiated in the amount of \$416,368.82. The Board requested staff return to the original design aesthetic, with changes as necessary to accommodate location and square footage.

MOTION: Commissioner Beruff moved to authorize the Chairman to execute a contract with C & S Engineering in an amount up to \$416,368.82 with a 10% contingency, not to exceed \$458,005.00. Additionally, if within his scope of authority, the President/CEO is authorized to approve the agreement, to include the changes

requested by the Board. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8.5 Professional Planning Services to Assist in Preparation of a Manatee County Development Plan, RFQ-03-2023-GDP

Staff is in the process of rescinding the Authority's Development of Regional Impact (DRI), amending its zoning approval, and replacing it with a Manatee County General Development Plan. Two firms were considered to be qualified to assist with the project: Kimley-Horn and Associates, and Stantec Consulting Services, Inc.

After hearing the presentations and responding to clarifying questions, the Board selected Kimley-Horn and Associates as the most qualified.

MOTION: Commissioner Holder moved to authorize staff to work with Kimley-Horn and prepare all documents, including scope and fees, necessary to implement a Manatee County General Development Plan and present to the Board for approval at the next meeting. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8.6 Rescind Conditional Approval of AeroVanti Hangar, LLC Agreements

On March 27, 2023, the Authority conditionally approved the award of Development and Operations Agreements to AeroVanti Hangar, LLC. Approval was subject to receipt and approval of audited financial statements, verification of financing, and evidence of licensure in a manner acceptable to the Authority President/CEO. To date, any documents provided have not been sufficient to meet the necessary requirements. Staff is requesting conditional approval be rescinded.

MOTION: Commissioner Beruff moved to rescind conditional approval of the AeroVanti Development and Operations Agreements for failure to satisfy the conditions within a reasonable time after notice. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8.7 Award Professional Services Contract to Margulies Hoelzli Architecture, PLLC, LLC

In May 2023, the Board selected Margulies Hoelzli Architecture to provide architectural & engineering design services for an industrial park development plan on approximately 14.25 acres of Airport Property No 9, located at 8237 15th Street. It is recommended the Board approve the professional services contract and scope of professional services as presented.

MOTION: After staff responded to clarifying questions, Commissioner Biter moved to approve the award of a professional services contract to Margulies Hoelzli Architecture for architectural and engineering design services; and authorize the Chairman to execute the appropriate contract for the scope of services stated in an amount not to

exceed \$791,800.50. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8.8 Second Amendment to Lease & Development Agreement with SRQ Hangar, LLC

In order to enhance use of developable land adjacent to its existing premises, SRQ Hangar would like to amend the Lease and Development Agreement dated April 25, 2022. This amendment includes extending the commencement date from 24 months to 36 months following the effective date of the agreement. The amendment would also redefine the premises, resultant land rent, required improvements, and required right of way & construction easement necessary for development.

MOTION: Commissioner Biter moved to approve a Second Amendment to the Lease and Development Agreement with SRQ Hangar, LLC for Aircraft Sales and Private Aircraft Storage, as presented. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8.9 Development Agreement with City of Sarasota for “SRQ Gateway Centre”

On November 6, 2023, the City Commission of the City of Sarasota approved a series of land use applications granting entitlements in Airport lands within the City of Sarasota, comprised of 96.54 acres. One of the approvals terminates the 1985 Development of Regional Impact (DRI) development order and transfers any remaining entitlements to a development agreement that will vest those entitlements, as well as additional ones, for the next ten years. It also approves the SRQ Gateway Centre, which will include an array of convenience, dining, and other services.

MOTION: Commissioner Beruff moved to authorize the Chairman to execute a Development Agreement with the City of Sarasota, as presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8.10 Award Lease & Concession Agreements to Paradies-Shell Factory III, LLC and SSP America SRQ, LLC

After reviewing responses from RFP P-230009, an evaluation committee selected Paradies-Shell Factory III, LLC and SSP America SRQ, LLC as the most qualified to enter into lease agreements with the Airport Authority.

MOTION: Commissioner Biter moved to authorize the Chairman to execute appropriate lease and concession agreements with Paradies-Shell Factory III, LLC and SSP America SRQ, LLC. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

8.11 Sixth Amendment to General Ground Lease for Validus Hangar

Current tenant, Validus Hangar, LLC proposes to assign their current lease to Plane to Sea Investments, LLC, which in turn would become an Aircraft Maintenance and Repair Operator (MRO), in accordance with the Airports Minimum Standards.

MOTION: Commissioner Beruff moved to authorize the Chairman to execute the Sixth Amendment to General Ground Lease for Validus Hangar, as presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (6-0).**

Item 9. Department Reports Accepted

- 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 Technology

Item 10. Attorney Presentations

There were no attorney presentations.

Item 11. Old/New Business

11.1 Board Guidance on Airport Terminal Artwork

The Board directed staff to sell/offer for consignment, various artwork in storage or displayed in the terminal.

11.2 SRQ Wingman Award to Bart Vernace, Manager, FAA Orlando Airports District

Mr. Piccolo noted that Mr. Vernace has been instrumental in acquisition of funds, and thus the growth of SRQ. The SRQ Wingman Award will be presented to Mr. Vernace at his retirement in January 2024.

Item 12. Public Comments – Items Not on the Agenda

There were no comments regarding items not on the agenda.

Item 13. Comments by Commissioners

There were no comments by Commissioners.

Item 14. Adjournment

The meeting was adjourned at 2:20 p.m.

ATTEST:



Doug Holder, Secretary

APPROVE:



Robert Spencer, Chairman