

SMAA FLIGHT CREW PARKING POLICY



PURPOSE

The purpose of this policy is to provide the conditions under which vehicular parking will be made available at the Sarasota Bradenton International Airport (SRQ) to airline employees who work from SRQ.

POLICY

The Shaded lot, Overflow A and Overflow D parking lots, shall be made accessible to active terminal airline tenant employees who are not based at SRQ, such as commuting flight crew members, provided they are permanent residents of the airport's service area consisting of Sarasota, Manatee, Pinellas, Hillsborough, Polk, Hardee, Desoto, and Charlotte Counties ("Non-based Employees"). Access to these parking lots shall not be available to retired airline personnel. The Fee Structure may be amended from time to time via the Authority's annual budget amendment, without requiring a specific amendment to this Resolution.

PROCEDURES

- Access to the Shaded lot, Overflow A and Overflow D parking lots, shall only be available by registering on the Skidata's ecom® portal
- To obtain access to these parking lots:
 - Non-based Employees must register on the Skidata ecom® portal to set up payment, enter vehicle date and obtain a QR code. This registration will allow entrance/exit to these parking lots.
 - Non-based employees will be required to show valid credentials once every 12 months at the Airport ID Badge office.
 - The Shaded lot is always open and should be used first. If the Shaded lot is full, the next available lot will be Overflow D then Overflow A respectively. It is the employee's responsibility to become familiar with the location of these parking lots. Overflow lots are served by parking shuttles when in use and all shuttles can return employees to these lots at any time.
- The QR code is to be used only by the registered person to whom the code was issued. QR codes MAY NOT be transferred between other employees, spouses, friends or relatives. Violation of this condition will result in permanent revocation of parking privileges at SRQ.
- Anti passback settings are in place, meaning the code will not work if passed to another individual.

VIOLATIONS AND ENFORCEMENT

In order to keep the employee parking lot safe and well-maintained, the following rules will be strictly enforced. Failure to follow these rules may result in a ticket without warning and/or towing at the owner's expense at the sole discretion of the Airport Police Department:

- All vehicles parked in the parking lot must be in operating condition and currently licensed with a valid, non- expired, license plate.
- No vehicle shall remain in the lot for more than 30 consecutive days.
- No vehicle maintenance, washing of vehicles, changing of vehicle fluids or storage of such fluids shall be conducted in the lot. Flat tire repairs are authorized.
- Vehicles that are actively leaking fluids shall not be parked in the lot.
- Any person or vehicle damaging or tampering with Authority property shall be subject to arrest and prosecution. This shall include the Emergency call stations, security cameras, entry and exit arms, gates, fencing and access control equipment.
- Oversized vehicles occupying more than one parking space are prohibited in the lot including, but not limited to, campers, commercial or delivery type trucks, and vehicles with trailers.
- Parking in a drive lane, fire lane, aisle, or in any manner that will obstruct traffic, is prohibited and will result in the vehicle being towed at the owner's expense.
- Vehicles must be parked in actual marked parking spaces. Violation of this condition may result in towing of the vehicle.
- Parking privileges will be immediately revoked if misuse of this policy is found.

EMPLOYMENT TERMINATION/RESIGNATION

You must notify the SMAA ID Badge Office as soon as you have been terminated or have resigned/retired, so that the ID Badge Office may disable the account to prevent unauthorized access to the parking lots. The date of notification shall be documented in the computer system.

FEE STRUCTURE

- **Non-based Employees** shall pay a pay-per-use fee of \$2 per day, when using the parking lots. Non-based Employees may only pay parking fees by registering a credit card on-line at <https://hb.usa.skidata.com/ecom/portal/home/sarasotaairport/#/main>

MISCELLANEOUS

- SMAA reserves the right to suspend or revoke a person's parking privileges and access if that person's actions, attitude or behavior are deemed to present a threat to the health, safety, security or welfare of the traveling public or any of the Airport tenants or employees and/or allows unauthorized individuals entrance.
- SMAA reserves the right to close or move a parking facility or lot and to cancel or reassign any parking assignment at any time.
- SMAA assumes no responsibility or liability for injury or damage to any person(s), vehicle(s), or property therein, while using its parking facilities.
- Parking inquiries, complaints, and security related information should be directed to the SP+ at (941) 306-5410.

RESOLUTION NO. 2024-09

PASSED AND ADOPTED this 19th day of November 2024.

SARASOTA MANATEE AIRPORT AUTHORITY

By:

Robert Spencer, Chairman

ATTEST:

Douglas Holder, Secretary