SARASOTA BRADENTON INTERNATIONAL

Minutes for May 19, 2025 Regular Board Meeting

05/19/2025 | 11:32 AM - 02:52 PM - Eastern Time (US and Canada)
Dan McClure Auditorium

Agenda

Attendees - Board
Kristin Incrocci; Doug Holder; Jeff Jackson; Robert Spencer; Carlos Beruff

Attendees - Staff
Fredrick Piccolo, Kent Bontrager, Anta Eldridge, Mark Stuckey, Lionel Guilbert, Evan Knighting, Kevin Podsiad, C. Dan Bailey, Karen Garofalo

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

Vice Chair Incrocci called the meeting to order at 11:32 a.m. and gave the invocation and led the pledge.

Item 2. Introduction of New Employees

Ms. Eldridge introduced Kevin Podsiad, as Executive Vice President, Chief Financial Officer. Mr. Piccolo requested that under the Airport Authority by-laws, the Board affirm the appointment of Mr. Podsiad as the Airport's Chief Financial Officer. The Board ***unanimously affirmed*** Mr. Kevin Podsiad as Executive Vice President, Chief Financial Officer for the Sarasota Manatee Airport Authority. Ms. Eldridge introduced new employees Carla Torretta, Account Receivable Specialist - Finance Dept. and Patricia Valdes, Document Imaging Technician - HR Dept.

Item 3. Approval: Minutes of Regular Meetings of March 31, 2025

The Board **unanimously approved** the minutes of the Regular Meeting of March 31, 2025.

Item 4. Public Comments - Items on the Agenda

There were no Public Comments offered at this time.

Item 5. Items Needing Action

5.1 Approval: Agape and T-Hangar Repairs

Mr. Piccolo requested approval of repairs to the Agape and T-Hangars caused by Hurrican Milton. All repairs were determined by structural engineers hired by the Authority and our insurance carrier. He advised the J-1 Hangar needs to be knocked down due to severe damage, with temporary repairs done to the t-hangars while waiting for our insurance carrier to confirm payment amounts to move forward. The insurance carrier has come back with a payment of $4.6 million for all damages to the Agape and T-Hangars. Mr. Piccolo complimented Anita Eldridge, Don Farr and Tim Ressler and staff, who worked very hard to prepare all the estimates for the project. At this time, Commissioner Beruff expressed, on behalf of every board member, their gratefulness to Anita Eldridge for returning in the interim and performing such a great job for the airport.

MOTION: Commissioner Spencer motioned to authorize the President, CEO to execute the contract awards for up to $4.6 million for the repairs to Agape Hangar and the T-Hangars, and to execute the contracts and prepare all documents necessary to implement this action. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

5.2 Approval: P250007 Managed Network Services

Mr. Piccolo requested approval to award of contract to Netsync Network Solutions to provide installation, monitoring, and co-managed services for the Authority's five (5) networks, for a one-year period with an option to renew for four (4) additional one-year periods at the Authority's option.

MOTION: Commissioner Spencer motioned to approve the installation, monitoring, and co-managed support services of United Data Technologies for an annual cost of up to $278,952 for year one for the five Authority Networks and authorize staff to prepare any and all documents necessary to implement this action. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

5.3 Approval: Amendment to Ground Lease with the Ground Lease with the School District of Manatee County – Extend Start Date of Initial Term and Commencement of Rent

Mr. Piccolo requested approval of an amendment to the ground lease with the School District of Manatee County to extend the start date of the initial term and the commencement of rent. The proposed amendment is intended to extend the start date of the initial term and the commencement of rent to account for delays that have been incurred. Following a question from the Board, Mr. Piccolo explained that the ground lease was issued in May 2022 with an initial term of thirty years and scheduled to begin in May of 2025. We are asking to extend the rent commencement date to May 2026 to allow the School District of Manatee County to not pay rent until completion of the facility.

MOTION: Commissioner Beruff motioned to approve Amendment No. 1 to the ground lease with the School District of Manatee County to extend the Start Date of the Initial Term and the Rent Commencement Date of the Lease as set forth herein. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

5.4 Approval: Amendment to the Lease and Operating Agreement with Elixir Aircraft North America, Inc.

Mr. Piccolo requested approval of the proposed amendment No. 1 to the Lease and Operating Agreement with Elixir Aircraft North America, Inc. to extend the commencement dates for Premises I and II. Elixir is certified in Europe and seeking Title 14 Part 23 FAA certification for production in the United States and has incurred delays in the aircraft certification process with the FAA. Progress has been made with the FAA for their certification process, and they request extending the availability and commencement date for the use and occupancy of Premises 1 from July 1, 2024 to July 1, 2025, and Premises II from July 21, 2025 to July 21, 2026.

MOTION: Commissioner Beruff motioned to approve Amendment No. 1 to the Lease and Operating Agreement with Elixir Aircraft North America, Inc. as presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

5.5 Approval: Professional Engineering Services for Runway 14-32 Runway Objects Free Area (ROFA) Improvements

Mr. Piccolo requested approval to execute a design contract with Garver USA, Inc., as the first ranked firm at our March Regular Meeting to provide professional engineering services to design, permit, and provide bidding services for Runway 14-32 ROFA improvements. The design includes survey, geotechnical services, and the design effort to realign the vehicle service road outside the Runway Object Free Area. The negotiated amount is $123,095.90, with a 15% contingency.

MOTION: Commissioner Beruff motioned to approve the design contract with Garver, USA, Inc. for $123,095.90, with a 15% contingency providing an authorized level of $141,560.00, and authorization to prepare all documents necessary to implement this action. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

5.6 Approval: First Amendment Inter-Governmental Agreement with Sarasota County – Fire Marshal Services

Mr. Bailey requested approval of a First Amendment to an Intergovernmental Agreement to establish a process for reimbursing the Authority for its role in reviewing and approving building and construction plans and conducting inspections within portions of the Airport that is in unincorporated Sarasota County. He noted this agreement is identical to the one approved by the Board at last month's meeting for Manatee County.

MOTION: Commissioner Spencer motioned to approve the First Amendment to Intergovernmental Agreement with Sarasota County - Fire Marshal Services and authorize the chairman to execute the agreement. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

Item 6. Items Needing Action - Over $500,000 Threshold

The SMAA Board unanimously approved Items over the $500,000 threshold

6.1 Approval Increase Contract Scope for Construction of the West Commercial apron Project with E.O. Koch Construction

Mr. Piccolo requested the Board approve an increase in the contract scope for the West Commercial Apron Project for improvements to the grass overflow lot. Original plans provided for additional parking in an overflow grass lot, but due to the increase in Authority and tenant employees, the overflow lot is now used on a daily basis. Staff requests an increase to the E.O. Koch's contract of $540,865.80 with no additional days required to complete the improvements. The project is partially funded (50-50) with FDOT grant.

MOTION: Commissioner Jackson motioned Approval to Increase Contract Scope and fee of $540,865.80 for Construction of the West Commercial Apron Project with E.O. Koch

Construction to complete these parking improvements and authorization to prepare all documents necessary to implement this action. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

6.2 Approval: Professional Engineering Services for the Taxiway Alpha Rehabilitation - Reconstruction

Mr. Piccolo requested approval of professional engineering services for the Taxiway Alpha Rehabilitation and reconstruction.

MOTION: Commissioner Beruff motioned Approval to execute a design contract with Kimley Horn and Associates, Inc. for $1,567,192.52 with a 10% contingency providing an authorized level of $1,723,912.00 and authorize staff to prepare all documents necessary to implement this action. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

Item 7. Department Reports Accepted

7.1 Financial Statements
7.2 Investment Portfolio
7.3 Finance & Administration
7.4 Real Estate Development & Properties
7.5 ARFF, Operations & Police
7.6 Development/Community Relations & Activity Report
7.7 Engineering, Planning & Facilities
7.8 Internal Audit & Investment Compliance
7.9 Information Technologies

The Board **unanimously** approved a suggestion by Mr. Piccolo to restructure the consultant selection process and recommended that the Board consider appointing one commissioner (rotating alternate commissioners) to meet with staff for the consultant review process and then have the Board vote to adopt the recommendation, with a contract to follow later. This would give the Commission involvement in the initial selection process and reorganize the consultant process. Mr. Bailey will review the current Airport Directive on consultant selection procedures for updating.

Mr. Piccolo advised the Board that the At-Large seats (appointed by the Authority) for the Airport Advisory Commission need appointments. Following discussion, the

Board reappointed Brad Baker, At-Large Member, Sarasota County and appointed David Wick, At-Large member, Manatee County, to the Airport Advisory Commission.

MOTION: Commissioner Beruff motioned approval to the reappointment of Mr. Brad Baker, At-Large Member, Sarasota County and the appointment of Mr. David Wick, At-Large member, Manatee County, to the Airport Advisory Commission. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

Item 8. Attorney Presentations

8.1 Approval: Legal Services Agreement PFAS Multi-District Litigation

Mr. Bailey presented a legal services agreement to allow participation by the Authority in multi-district litigation involving manufacturers and suppliers of PFAS- containing firefighting foam products to engage legal counsel for representation to seek to recover costs associated with environmental investigation, contamination, remediation and potential health monitoring stemming from exposure. The SMAA Fire Department has historically used PFAS foam in accordance with FAA Part 139 regulations during routine training exercises, annual foam testing, and in response to emergency incidents. Commissioner Beruff is acquainted with Laura Jacobs Donaldson who served as general counsel to the Southwest Florida Water Management District during his appointment as a member on the SWFWMD board. Ms. Donaldson is now with a private firm specializing in water, environmental, administrative, and governmental law, and handling multi-district litigation in this matter. Mr. Bailey requested the Board approve a legal services agreement, jointly with the firm of Baron & Budd, P.C.; Cossich, Sumich, Parsiola & Taylor LLC; and Laura Jacobs Donaldson's firm of Mason Bolves Donaldson Tanner, P.A.

MOTION: Commissioner Spencer motioned to recommend that the SMAA governing board approve the attached Legal Services Agreement and authorize the President, CEO, or Chairman to execute it, thereby authorizing SMAA participation in the PFAS firefighting foam multi-district litigation. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

The meeting was recessed for a lunch break to reconvene at 1:00 p.m.

Item 9. Old/New Business

The Meeting was called back to order at 1:00 p.m.

9.1 Search Review Update/FJP

The first of three candidates (in alphabetical order) was introduced to the Board.

Mr. Patrick Carreno thanked the board for this opportunity and presented a Power Point detailing a five-year vision plan for air service development, key priorities, and what he feels are the biggest hurdles for the airport. He reviewed a prioritized plan for the first 100 days to transition into the role of CEO and listed reasons why he is the most qualified candidate for this position. Following the presentation, Mr. Carreno answered questions from the Board including what motivates him every day and his communication style with his staff. He thanked the Board for allowing him to present.

The second candidate, Mr. Paul Hoback, was introduced to the Board. Mr. Hoback thanked the Board for the opportunity to make this presentation. He presented a Power Point detailing his leadership abilities, education, work experience, his family life, and his vision for the future of the airport and community. He reviewed his current status at the Pittsburgh Airport and the construction projects he is currently involved in at Pittsburgh. He reviewed his vision to further develop and promote operational and business excellence, maintain a skilled and engaged team, and help to transition SRQ to a medium hub airport while maintaining the small town, boutique style of the airport. He discussed promotion of non-aeronautical revenue growth, working towards widening our grant pool and possible ways to increase PFC funding. He advised if he is chosen, he would start with Mr. Piccolo's assistance, ensuring a seamless transition, understanding the budget, his team, partners, the landscape, and start building relationships at SRQ. Following the presentation, Mr. Hoback answered a question from the Board on how he would handle the major loss of an airline effecting airport passenger revenue. Mr. Hoback stated he worked through a similar situation when he started at Pittsburgh as an engineer, when two years after 911, USAirways de-hubbed Pittsburgh with the airport losing non-stop destinations, going from 21 million passengers to 8 million, and from 80% connecting passengers with 20% origin and destination, to 2% connecting passengers with 98% origin and destination. He was part of the management team that going forward, created revenue options to build facilities to meet the airport's needs and become the best origin and destination airport possible. He answered additional questions on staff development and his leadership skills. He thanked the Board for allowing him to present.

The third candidate, Mr. Mark Stuckey, thanked the Board for allowing him to present today and thanked Mr. Mike Bell of Korn Ferry for the professionalism of his firm as he went through the candidate process. He presented a Power Point detailing his visions, priorities, and strategies for SRQ. He discussed high priority projects and reviewed the immediate need for fuel storage expansion, with $6 million earmarked in the 2026 budget. The baggage claim expansion area goes to design this summer, discussed Uber/Lyft locations, parking garage capacity, and the capacity level on Concourse B. He reviewed past and future development at the Airport; discussed the possibility of using Concourse A for event planning and the ability to host events during off- periods for Allegiant. He reviewed his plans for the first 100 days to transition into the role of CEO, and why he is capable to run the airport. He enjoys excellent relationships with local community leaders. He noted his dedication to ensuring passenger growth by obtaining ten new nonstop routes in 2024, with six new airlines and feels we can increase our signatory airline agreements within the next few years. He has worked with Engineering and Allegiant on the new Concourse A terminal and secured 50% funding with Manatee County for the new SRQ Observation area. Mr. Stuckey stated he is thankful for the opportunity to present today and feels that with his knowledge and growth at the airport, he would be the right person for the CEO position. There were no questions from the Board.

Following the three presentations, Mr. Bell requested each member fill out their preferred candidate voting sheets in rank order:
The preferred candidate in rank order:
No. 1: Paul Hoback (five votes)
No. 2: Mark Stuckey (three votes)
No. 3: Patrick Carreno (two votes)

Following the voting, there was discussion on advising the two alternate candidates of their choice and notifying the chosen candidate, Mr. Paul Hoback, and clarifying the transition concerns of the Board to him and finalizing a contract. He stated that our next meeting is not until the end of August, but we can plan a special meeting before August to approve the contract with Mr. Holback once it is finalized. Mr. Piccolo reminded the Board that he will remain here to help with any issues for at least six months to help in the transition.

MOTION: Commissioner Beruff motioned that the Authority extend an offer of employment to Paul Hoback to serve as President, Chief Executive Officer of the Airport, effective date to be determined; and that Commissioner Beruff be authorized to meet with him to articulate the goals, objectives, compensation and other terms of employment; and to authorize airport legal counsel to draft an employment agreement incorporating those provisions, and to bring it to the Board for consideration at its next meeting. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

Chairman Biter, unavailable at today's meeting, offered a letter with his voting preference based on individual discussions with each candidate and recommended his selection as:
No. 1: Paul Hoback
No. 2: Patrick Carreno
No. 3: Mark Stuckey
(letter attached to original Minutes as Exhibit A)

Item 10. Public Comments - Items Not on the Agenda

There were no Public Comments.

Item 11. Comments by Commissioners

There were no Comments by Commissioners.

Item 12. Adjournment

The meeting was adjourned at 2:52 p.m.

ATTEST:

Carlos Beruff, Secretary

APPROVE:

ROBERT SPENCER

for/ Jesse Biter, Chairman

Jesse Biter
Chairman
Sarasota Manatee Airport Authority

srq SARASOTA BRADENTON INTERNATIONAL

Monday, May 19, 2025

To the Members of the Sarasota Manatee Airport Authority,

Due to a longstanding, pre-planned trip, I regretfully cannot be present for what I consider one of the most important decisions we, as a Board, will make: selecting the next Chief Executive Officer to lead the Sarasota Bradenton International Airport.

Though I am not with you in person, I want to assure you that I have been fully engaged in the process. I spent significant time working with our executive recruiter, Michael Bell, reviewing all submitted video materials from our top candidates, and conducting one-on-one video interviews with my top three choices.

After careful consideration of each candidate's strengths, experience, leadership style, and vision for the airport's future—and with full recognition of the large shoes to fill with Mr. Piccolo's departure—I have reached the following ranking:

Paul Hoback (my recommendation)

Patrick Carreno

Mark Stuckey

Please accept my sincerest apologies for my absence. I am deeply grateful to each of you for your time, commitment, and service to our community as you lead this critical decision-making process.

Sincerely,

Jesse Biter
Chairman
Sarasota Manatee Airport Authority

EXHIBIT A
(Agenda Item No. 9.1 - May 19, 2025 SMAA Regular Meeting)