



Minutes for November 17, 2025 Board Meeting

Dan P McClure Auditorium | 01:00 PM

Attendees – Board:

Jesse Biter; Doug Holder; Kristin Incrocci; Jeff Jackson; Robert Spencer

Attendees – Staff:

Fredrick Piccolo; Paul Hoback; Mark Stuckey; Dan Bailey; Kevin Podsiad; Robert Furr; Carina Renault, Executive Assistant; & Karen Garofalo, Outgoing Ex. Asst.

Agenda

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

Chairman Biter called the meeting to order at 1:00 p.m. and 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 2025 to November 2026:

Robert Spencer, Chairman

Jeff Jackson, Vice Chairman

Jesse Biter, Secretary

Item 3. Presentation of Plaque to Chairman Biter

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

An announcement was made recognizing Chief Hackley, Chief of Aircraft Rescue and Firefighting, for earning his Airport Accredited Executive (A.A.E) designation from the American Association of Airport Executives. He was presented with his official accreditation certificate.

Item 4. Introduction of New Employees

New hires were introduced: Kimberly Nicholls (HR Director), Carina Renault (Executive Assistant), Robert Furr (SVP Engineering/Planning/Facilities), Zachary Fabis (Communications Specialist), Gary Rochler (HVAC Mechanic), Nicholas Schade (Maintenance Technician II). Incoming CEO Paul Hoback was also welcomed.

Item 5. Approval: Minutes of Regular Meeting of September 29, 2025

The Board unanimously approved the minutes of the Regular Meeting of September 29, 2025.

Item 6. Public Comments - Items on the Agenda

No comments made.

Item 7. Items Needing Action

7.1 Proposed Schedule of Calendar Year 2026 SMAA Board Meeting Dates

Staff requested Board approval of the following schedule of SMAA Board meeting dates for 2026:

Tuesday, JANUARY 20 (Monday, January 19 Holiday)

Monday, MARCH 23

Monday, MAY 11 (preceded by workshop to evaluate the President/CEO)

Monday, AUGUST 24 (preceded by the budget workshop)

Monday, SEPTEMBER 28

Tuesday, NOVEMBER 17

According to the bylaws, if necessary, the Board will schedule a second budget workshop for the first Wednesday after Labor Day, September 9, 2026.

MOTION: Commissioner Holder moved to approve the schedule of Authority meeting dates for 2026. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (5-0).**

7.2 Proposed Schedule of Calendar Year 2026 Employee Holidays

Staff requested approval of the proposed employee holidays for 2026:

New Year's Day 2026	January 1
Martin Luther King, Jr. Day	January 19
Memorial Day	May 25
Independence Day	July 3
Labor Day	September 7
Veteran's Day	November 11
Thanksgiving Day	November 26
Day after Thanksgiving	November 27

Christmas Eve	December 24
Christmas Day	December 25
Two Floating Holidays	Not Designated

MOTION: Commissioner Biter moved to approve the schedule of calendar year 2026 employee holidays. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (5-0).**

7.3 Amendment to Development and Operating Agreement with Aircraft Services Hangar Group, Inc.

Staff presented a request to approve an amendment to the existing agreement with Aircraft Services Hangar Group, Inc. The amendment accelerates construction of the Parcel 2 aircraft apron, updates the premises descriptions, adjusts rent commencement terms, and authorizes reclamation of Parcel 2 if improvements are not completed within 36 months of phase 1 substantial completion.

MOTION: Commissioner Holder moved to approve the amendment. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (5-0).**

7.4 Third Amendment to the Fixed Base Operator Lease with Sheltair Aviation SRQ, L.L.C.

Staff presented the Third Amendment to the Sheltair lease, updating the premises description, adjusting land rent, and reimbursing Sheltair for Authority-requested improvements totaling \$1,049,000. These improvements expedited development and reduced delays to North Quadrant projects.

MOTION: Commissioner Biter moved to approve the amendment. Commissioner Holder seconded **MOTION PASSED UNANIMOUSLY (5-0).**

7.5 Amendment No. 2 to Lease and Concession Agreement with SSP America SRQ, L.L.C.

Staff presented a request for approval of Amendment No. 2 to the lease and concession Agreement with SSP America. The amendment reflects a change in the planned coffee provider for Terminal B. The originally proposed vendor, Risen Iced Coffee, is no longer in operation despite the Authority's efforts to include them in the concession program. **MOTION:** Commissioner Holder moved to approve Amendment No. 2. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (5-0).**

7.6 Amendment to General Building and Ground Lease with UniPak Aviation, L.L.C.

Staff requested approval of a lease amendment reallocating square footage within the former Honeywell building to accommodate DaVinci In-Flight Training. UniPak's leasehold would adjust from 50,000 sq. ft. to approximately 35,000 sq. ft.

MOTION: Commissioner Holder moved to approve the amendment. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (5-0).**

7.7 Intergovernmental Coordination and Review Agreement with Sarasota Manatee MPO

Staff presented the updated Intergovernmental Coordination and Review and Public Transportation Collaborative Planning Agreement, required under federal regulations, allowing coordinated transportation planning among regional agencies.

MOTION: Commissioner Biter moved to approve the agreement. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (5-0).**

7.8 Ratification of SMAA Retirement Plan Governance Report

Staff presented the Retirement Plan Governance Report prepared by Carlton Fields. The report does not affect plan funding requirements or current retirees and documents compliance practices.

MOTION: Commissioner Biter moved to ratify the report. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (5-0).**

8 Item 8. Items Over \$500,000 Threshold

None offered.

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

Counsel Dan Bailey presented a letter from Commissioner Carlos Beruff recommending renaming Airport Circle to 'Rick Piccolo Circle' in honor of Mr. Piccolo's thirty years of service as President/CEO. The Board unanimously approved.

Item 11. Old/New Business

Mr. Piccolo addressed the Board and staff, thanking them for their dedication, professionalism, and support throughout his tenure as CEO. He expressed sincere gratitude for their commitment.

Item 12. Public Comments – Items Not on the Agenda

Mr. Kevin McQuaid submitted a Public Comment card recognizing Mr. Piccolo's exceptional leadership and contributions to SRQ.

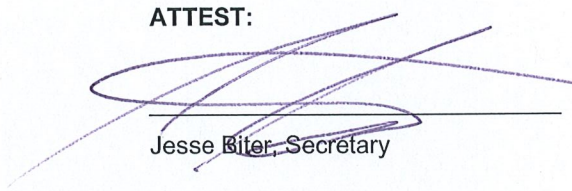
Item 13. Comments by Commissioners

Commissioners provided remarks recognizing Mr. Piccolo and welcoming incoming CEO Paul Hoback

Item 14. Adjournment

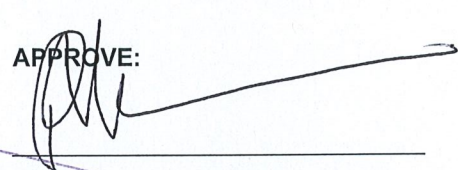
The meeting was adjourned at 1:35 p.m.

ATTEST:



Jesse Biter, Secretary

APPROVE:



Robert Spencer, Chairman