



Minutes for November 22, 2021 Board Meeting

11/22/2021 | 01:00 PM - 01:29 PM - Eastern Time (US and Canada)

Dan P McClure Auditorium 6000 Airport Circle, Sarasota FL 34243

Attendees:

Carlos Beruff, Commissioner

Doug Holder, Chairman

Jeffrey Jackson, Commissioner (via telephone, did not vote)

Kristin Incrocci, Commissioner

Robert Spencer, Commissioner

Fredrick Piccolo, President, CEO

Kent Bontrager, Sr. VP, Engineering & Facilities

Anita Eldridge, Sr. VP, Finance & Administration

Mark Stuckey, Exec. VP, COS

C. Dan Bailey, Airport Counsel

Dori Guzman, Executive Assistant

Agenda

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

Chairman Holder called the meeting to order at 1:00 p.m., gave the invocation and led the pledge of allegiance to the flag.

Item 2. Election of Officers

Mr. Bailey took nominations from the Board for Chairman, Vice Chairman, and Secretary. He advised that in accordance with the Board By-laws, the position of Chairman 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 for Chairman. Commissioner Spencer nominated Commissioner Beruff. The Board offered no other nominations for Chairman. Mr. Bailey closed the nominations. Mr. Bailey declared Commissioner Beruff elected Chairman by acclamation.

Mr. Bailey took nominations from the Board for Vice Chairman. Commissioner Spencer nominated Commissioner Jackson. The Board offered no other nominations for Vice Chairman. Mr. Bailey closed the nominations. Mr. Bailey declared Commissioner Jackson elected Vice Chairman by acclamation.

Mr. Bailey took nominations from the Board for Secretary. Commissioner Beruff nominated Commissioner Biter. The Board offered no other nominations for Secretary. Mr. Bailey closed the nominations. Mr. Bailey declared Commissioner Biter elected Secretary by acclamation.

The new officers of the Board for November 2021 to November 2022:

Carlos Beruff, Chairman

Jeffrey Jackson, Vice Chairman

Jesse Biter, Secretary

Item 3. Presentation of Plaque to Doug Holder

Newly-elected Chairman Beruff presented a plaque to Doug Holder in appreciation for his services as our past Chairman. Commissioner Holder stated he enjoyed serving as the Board's chairman.

Item 4. Introduction of New Employees and Employee Recognition

No new employees were introduced. Employees Jose Yengle, IT Technical Support Specialist, and Randy Douglas, Traffic Control Specialist, were recognized by airport customer Amber Rylak when they assisted her with a flat tire on airport property. Additionally, airport volunteer Nick Barry was recognized by passenger Donna McCall; she was appreciative that he was able to help her retrieve a lost cell phone.

Item 5. Approval: Minutes of Regular Meeting and Public Hearings of September 27, 2021

The Board approved the minutes of the Regular Meeting & Public Hearings of September 27, 2021, as presented.

MOTION: Commissioner Spencer moved approval of the minutes of the Regular Meeting & Public Hearings of September 27, 2021, as presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

Item 6. Public Comments - Items on the Agenda

No Public Comments were offered.

Item 7. Items Needing Action

7.1 Approval: Proposed Schedule of Calendar Year 2022 SMAA Board Meeting Dates

Mr. Piccolo requested the Board approve the schedule of meeting dates of the Authority for CY 2022:

Regular Meetings Commence at 1:00 p.m.:

Monday, JANUARY 31

Monday, MARCH 28

Monday, MAY 23 (preceded by 11:00 a.m. workshop to evaluate the President, CEO)

Monday, AUGUST 29 (preceded by 11:00 a.m. budget workshop)

Monday, SEPTEMBER 26

Tuesday, NOVEMBER 22

According to the by-laws, if necessary, the Board would schedule a second budget workshop for the first Wednesday after Labor Day, Wednesday, September 7.

MOTION: Commissioner Spencer moved to approve the schedule of Authority meeting dates for Regular Meetings and scheduled Workshops for the CY 2022. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.2 Approval: Proposed Schedule of Calendar Year 2022 SMAA Employee Holidays

Mr. Piccolo requested approval of the proposed CY 2022 employee holiday schedule.

HOLIDAY	DAY OBSERVED
New Year's Day 2022	December 31 (F)
Martin Luther King, Jr. Day	January 17 (M)
Memorial Day	May 30 (M)
Independence Day	July 4 (M)
Labor Day	September 5 (M)
Veteran's Day	November 11 (F)
Thanksgiving Day	November 24 (Th)
Day after Thanksgiving	November 25 (F)
Christmas Eve	December 23 (F)
Christmas Day	December 26 (M)
Two Floating Holidays	Not Designated

MOTION: Commissioner Spencer moved to approve the proposed 2022 employee holiday schedule as presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.3 Approval: Fourth Amendment to General Ground Lease with Suncoast Golf Center, LLC

Mr. Piccolo requested approval of a Fourth Amendment to the General Ground Lease with Suncoast Golf Center, LLC to provide rent relief and extend the term of the lease three years through July 31, 2026.

MOTION: Commissioner Spencer moved to approve the Fourth Amendment to the General Ground Lease with Suncoast Golf Center, LLC to provide rent relief and extend the term of the lease three years through July 31, 2026. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.4 Approval: Increase in the Fiscal Year 2022 Capital Equipment Budget and Ratify Two Emergency Purchases

After a review of the approved FY 2022 budget, Mr. Piccolo requested an increase in spending authority of \$400,000 to capital equipment due to unanticipated costs associated with growth, including irrigation control, additional shuttle buses and revenue control equipment. Additionally, Mr. Piccolo requested ratification of two emergency purchases: \$408,600 to the E.O. Koch Construction Co contract to provide stabilized grassed parking surface to meet overflow demand through the holiday; and \$134,880.05 to K2 Construction Consultants to begin modification of security checkpoint.

MOTION: Commissioner Spencer moved approve the increase to the FY 2022 Capital Equipment Budget and ratification of two emergency purchases. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.5 Approval: Professional Architectural/Engineering Services Contract for the 15th Street Airport Observation Area Project.

The Board selected Sweet Sparkman Architects as the number one ranked firm at the August 2021 Board meeting to provide professional architectural and engineering services to design, permit, and provide construction phase services. Mr. Piccolo requested the Board approve the design and permitting services which were negotiated in the amount of \$98,250 with a 15% contingency providing an authorized level of \$112,988.

MOTION: Commissioner Spencer moved to authorize the Chairman to execute a design contract with Sweet Sparkman Architects in the amount of \$98,250 with a 15% contingency providing an authorized amount of \$112,988. with an authorization for staff to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.6 Approval: Increase Contract Time for Construction of Wayfinding Sign Project with American Infrastructure Services, Inc.

Mr. Piccolo requested an increase in contract time with American Infrastructure Services, Inc for the Wayfinding Sign Project. The extension of 136 calendar days is due to extended lead times for materials.

MOTION: Commissioner Spencer moved to authorize the increase in contract time of 136 calendar days with AIS for Wayfinding Sign Project, with an authorization for staff to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.7 Approval: Increase Contract Scope for Construction of Taxiway Bravo with Ajax Paving Industries of Florida, LLC

Mr. Piccolo requested an increase in contract scope and costs with Ajax Paving Industries of Florida, LLC in the amount of \$276,139.13 to procure and install a trench drain at the Taxiway Bravo and hangarminiums connector.

MOTION: Commissioner Spencer moved to authorize an increase in contract scope and costs with Ajax Paving industries of Florida, LLC in the amount of \$276,139.13 to procure and install a trench drain, with authorization for staff to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.8 Approval: Revision to Resolution 2021-01 Allowing the President/CEO, or in His Absence, the Executive Vice President/Chief of Staff, the Authority to Execute a Funding Agreement with Manatee and Sarasota Counties.

At the January 2021 Board meeting, the Authority approved Resolution 2021-01 allowing the President/CEO, or in his absence, the Executive Vice President/Chief of Staff the authority to execute grants with the FAA, TSA, FDOT, and or SWFWMD for any Airport Improvement Project that is listed in the capital projects budget, the joint automated capital improvements plan, or has otherwise been authorized by prior Board action. Mr. Piccolo requested that Resolution 2021-01 be expanded to include Manatee County and Sarasota County under the same conditions.

MOTION: Commissioner Spencer moved to revise Resolution 2021-01, allowing the President/CEO, or in his absence, the Vice President/Chief of Staff, the authority to execute a funding agreement with Manatee and Sarasota Counties under the same conditions listed in Resolution 2021-01. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.9 Approval: #B-220002 Purchase of Boom Ditch Mower from Atmax Equipment Co.

Mr. Piccolo requested approval of a contract award to Atmax Equipment Co. for the purchase of a boom ditch mower in the amount of \$216,830, to be used for maintenance of new pond banks and ditch system.

MOTION: Commissioner Spencer moved to approve purchase of a boom ditch mower from Atmax Equipment Co. in the amount of \$216,830, with authorization for staff to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

Item 8. Items Needing Action - Over \$325,000 Threshold

Chairman Beruff stated that items 8.1 through 8.3 involve contracts in excess of the threshold of \$325,000, and pursuant to Section 332.0075(3)(b) F.S. a reasonable opportunity for public comment must be afforded before their approval, award, or ratification. No public comments were offered.

8.1 Approval: Professional Architectural/Engineering Services Contract for Terminal Concourse B Renovations and New Ground Loading Concourse Project

At the May 2021 Board meeting the Board selected Gresham Smith as the number one ranked firm to provide professional architectural and engineering services to design, permit, and provide construction phase services for Terminal Concourse B Renovations and the New Ground Loading Concourse Project. Mr. Piccolo requested approval of a design contract with Gresham Smith in the amount of \$4,542,933.77 with a 10% contingency providing an authorized level of \$4,997,227.14.

MOTION: Commissioner Holder moved to approve a professional architectural/engineering services contract with Gresham Smith in the amount of \$4,542,933.77 with a 10% contingency for the Terminal Concourse B Renovations and New Ground Loading Concourse Project, with authorization for staff to prepare all documents necessary to implement this action. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

8.2 Approval: Contract for Construction Manager at Risk for the Terminal Concourse B Renovations and New Ground Loading Concourse Project

At the August 2021 Board meeting the Board selected DeAngelis Diamond-Magnum Builders (DDM) as the number one ranked firm to provide Construction Manager at Risk services for the Terminal Concourse B Renovation and the New Ground Loading Concourse Project. Mr. Piccolo requested approval of a CMAR contract in the amount of \$398,388 with a 10% contingency providing an authorized level of \$438,227.

MOTION: Commissioner Spencer moved to approve a contract with DDM to provide Construction Manager at Risk services for the Terminal Concourse B Renovations and New Ground Loading Concourse Project in the amount of \$398,388 with a 10% contingency, with authorization for staff to prepare all

documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

8.3 Approval: Increase Contract Scope for the Stormwater System Improvements Project with Quality Enterprises USA Inc.

At the May 2019 Board meeting, the Board approved Quality Enterprises USA, Inc as the low responsive bidder to upgrade the master stormwater system. Mr. Piccolo requested an increase in contract scope to include removal of abandoned pipes and asbestos material uncovered during construction; and an increased expenditure of \$504,224.15.

MOTION: Commissioner Holder moved to approve the increase in contract scope and expenditure with Quality Enterprises USA, Inc. in the amount of \$504,224.15, with authorization for staff to prepare all documents to implement this action. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

Item 9. Department Reports

The following department reports were accepted:

- 9.1 Financial Statements
- 9.2 Investment Portfolio
- 9.3 Finance & Administration Department Report
- 9.4 Real Estate Development & Properties Department
- 9.5 ARFF, Operations & Police Departments
- 9.6 Development/Community Relations Report, Activity Report
- 9.7 Engineering, Planning & Facilities Departments
- 9.8 Internal Audit & Investment Compliance Report
- 9.9 Information Technology Department

Item 10. Attorney Presentations

No Attorney Presentations offered.

Item 11. Old/New Business

No Old/New Business offered.

Item 12. Public Comments - Items Not on the Agenda

No Public Comments offered.

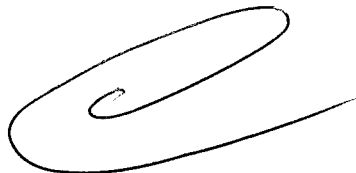
Item 13. Comments by Commissioners

No Commissioner Comments offered.

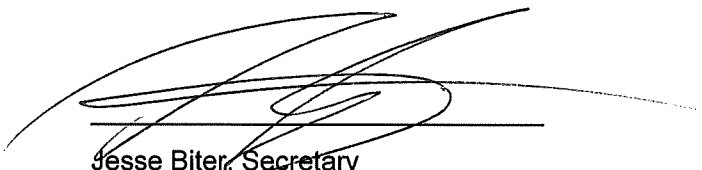
Item 14. Adjournment

There was no further business to come before the Authority. The meeting adjourned at 1:29 p.m.

ATTEST:



Carlos Beruff, Chairman



Jesse Biter, Secretary