

# AGENDA ITEM NO. 5

SARASOTA MANATEE AIRPORT AUTHORITY  
MINUTES  
WORKSHOP MEETING – AIRPORT UPDATE  
Monday, January 25, 2021 - 12:00 p.m.  
Dan P. McClure Auditorium (east)

THOSE PRESENT:

Bob Spencer, Vice Chairman  
Carlos Beruff, Secretary  
Jeff Jackson, Commissioner  
John Stafford, Commissioner  
Fredrick J. Piccolo, President, Chief Executive Officer  
C. Dan Bailey, Jr., Airport Counsel  
Mark Stuckey, Exec. VP, COS  
Karen Garofalo, Executive Assistant

THOSE ABSENT:

Doug Holder, Chairman  
Kristin Incrocci, Commissioner

1. Call to Order.

Vice Chairman Bob Spencer called the workshop meeting to order at 12:00 p.m.

2. Airport Update Presentation by President, Chief Executive Officer

Mr. Piccolo reviewed the impacts of COVID 19 on the airport's passenger traffic numbers and the general operations at the airport since the virus onset in March of 2020 and discussed the recovery plans going forward. He noted our traffic numbers have rebounded over the past few months faster than most other airports. With the distribution of a forthcoming vaccine for COVID 19, he made the Board aware of issues associated with possible options for the vaccination of the Airport's employees. He discussed a few exceptions for consideration if we choose to make employee vaccination mandatory and stated that local entities, following lengthy discussions, have not mandated vaccination of their employees at this time. Following some discussion from the Commissioners, it was suggested not to make it mandatory but require releases from employees when the vaccination process is completed.

Mr. Piccolo discussed the Airport's Investment Policy, which was first developed in 1995 with revisions between 2001 and 2014, to respond to market changes that allow greater allocation of the airport's near cash accounts. He reviewed the interlocal agreement with the Sarasota County Clerk of the Court that provides investment information and authorizes the Clerk to purchase and sell investment securities on behalf of the Authority. The Airport's banking services have been with SunTrust since October 2014, and we are currently in the second two-year option period with SunTrust earning a fixed interest rate of 1.9% through September 30, 2021. Mr. Piccolo suggested that with the addition of Cares Funds and to be in compliance with our investment policy, we need to consider adopting an option to grant a temporary waiver of investment policy limitation through September 30, 2021, to allow the Authority to continue to earn above-market yield in a secure investment. He will request the Board approve the temporary waiver at today's regular meeting starting at 1:00 pm.

Mr. Piccolo presented a PowerPoint depicting plans for adjustments to airport operations to accommodate our increased traffic coming year and a review of upcoming projects. Some of the items include additional coverage at the Aircom Communications Center to handle high call volume, monitor CTV system and provide rapid dispatch to address issues; adjustments to Police staff to increase presence, along with additional coverage to control passenger flow at security checkpoint; extending the security checkpoint queue

lines with 40 additional stanchions and 15 additional wheeled stanchions for expanding queue lines during overflow periods. He advised we will hire 2 additional Facilities technicians to monitor the baggage belt system to respond and resolve bag jam issues and belt malfunctions quickly. He discussed improvements to the baggage system, purchasing replacement parts for the jet bridges by Facilities and acquiring portable ground power and passenger boarding ramp to reduce downtime and delays and help facilitate boarding. The IT department will add a technical support specialist to provide on-site IT support for the Common Use equipment, flight information systems and upgrades to PCs and FIDS.

Mr. Piccolo stated we are negotiating with U.S. Customs for temporary use of Ross Aviation for inspection and clearance for all general aviation aircraft. Currently U.S. Customs utilizes Gate 8. Currently, planning is underway for a stand-alone Customs Clearance facility for general aviation, which will free up Gate 8 for air carrier use.

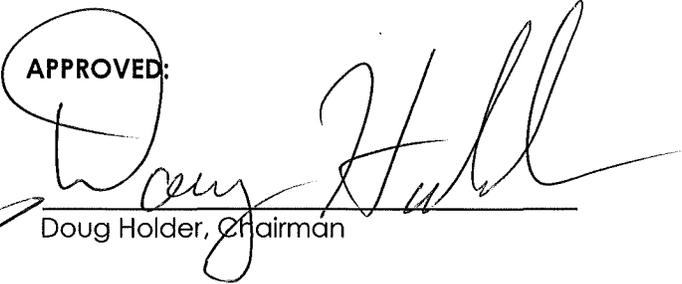
Mr. Piccolo reviewed plans for a complete re-design of the baggage system that would connect all airline ticket counter positions to a central screening room that would then distribute bags to four carousels. He advised we are planning an additional 135 parking spaces to the south end of the long-term parking lot and adding 204 paved parking spaces to the grassy area adjacent to the shade parking lot. Additionally, today's regular meeting agenda includes the approval of a design services consultant to redesign and expand the ground transportation area, create larger taxi/limo staging areas, Uber/Lyft staging areas, and to design a waiting area for vehicles to reduce congestion and interference with curbside passenger pick-ups. There was discussion by the Board on the design of this area.

Mr. Piccolo discussed elements of the Master Plan Update in process at this time. Other items of discussion were: Consolidate the rental car facility to streamline rental car service and staging, provide more efficient use of the property and free up property along Rental Car Road for future development, and a Jet Blast deflector fence to protect employee lot and ground transportation area.

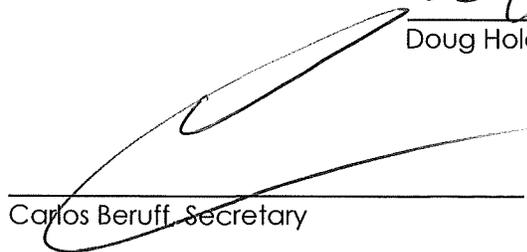
Adjournment

There was no further business to come before the Authority. The meeting adjourned at 12:55 pm.

APPROVED:

  
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Doug Holder, Chairman

ATTEST:

  
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Carlos Beruff, Secretary