

ACTION ONLY: November 20, 2018 SMAA Regular Meeting
1:00 p.m. – Dan P. McClure Auditorium

THOSE PRESENT:

Chairman Bob Spencer
Vice Chairman Peter A. Wish
Commissioner Carlos Beruff
Commissioner Kristin Incrocci
Commissioner John Stafford
Fredrick J. Piccolo, President, Chief Executive Officer
C. Dan Bailey, Jr., Airport Counsel
Martin Lange, Executive VP, CFO
Kent Bontrager, Sr. VP Engineering & Facilities
Mark Stuckey, Sr. VP COO
Karen Garofalo, Executive Assistant – SMAA

THOSE ABSENT:

Secretary, Doug Holder

Chairman Spencer called the meeting to order at 1:00 pm.

Item 2. Election of Officers

Dan Bailey, Airport Counsel, conducted the election of officers.
(Sarasota County) The Board unanimously elected Commissioner Peter A. Wish as CHAIRMAN
(Manatee County) The Board unanimously elected Commissioner Kristin Incrocci VICE CHAIRMAN.
(Manatee County) The Board unanimously elected Commissioner Carlos Beruff as SECRETARY.

Item 3. Presentation of Chairman Plaque to Bob Spencer

Newly elected Chairman Wish presented a plaque to Bob Spencer, in appreciation of his services as Chairman this past year.

Item 4. Introduction of New Employees

There were no new employees introduced today.

Item 5. Approval of Minutes – The SMAA Board unanimously approved the Minutes of the Regular Meeting & Public Hearing of September 24, 2018.

Item 7. Items Needing Action: The SMAA Board unanimously approved the following items:

- A. Re Approval: RFQ-03-2018-LBS, Professional Land Surveying and Consulting Services to Conduct a Boundary Survey. The Board ranked the firms as follows:
 - 1) AMERICAN INFRASTRUCTURE DEVELOPMENT
 - 2) MASER CONSULTING P.A.
 - 3) HANSON PROFESSIONAL SERVICES, INC

*Contract Negotiations will begin with the first ranked firm of American Infrastructure Development. **The Board unanimously passed a motion to allow Commissioner Beruff to participate with staff in the contract negotiations.***
- B. Re Approval: Distributed Antenna System ("DAS") Service Provider with Crown Castle, LLC
- C. Re Approval: SMAA Resolution 2018-03 Amending FY2019 Budget-Capital Projects Increase
- D. Re Approval: Consent and Estoppel of Rectrix Aerodrome Center Ground Leases to Ross Rectrix at SRQ, LLC
- E. Re Approval: First Amendment to General Ground Lease with Airport Flyers, Inc.
- F. Re Approval: #Q-190002 Purchase of Cisco Equipment and Licensing Purchase
- G. Re Approval: Construction Contract Award to Wright Construction for the North Quad Development Project

- H. Re Approval: Construction Phase Professional Services Contract with AECOM for North Quad Development Project
- I. Re Approval: Construction Contract Award to Magnum Builders of Sarasota for the Terminal Renovations Phase 7 Project
- J. Re Approval: Increase Contract Scope for Master Drainage Plan with EG Solutions, Inc. The Board unanimously approved Item 7J, **subject to allowing Commissioner Beruff to meet with the contractor and any revisions to scope or fees would be brought back to the Board at the next meeting for ratification.**
- K. Re Approval: Appointment of At-Large Member - Sarasota County, to the Airport Advisory Commission. (Mr. Brad Baker appointed as the At-Large Member, Sarasota County)
- L. Re Approval: Proposed Schedule of Calendar Year 2019 SMAA Board Meeting Dates

CY2019 Regular Meetings Commence at 1:00 p.m.:

Monday, JANUARY 28

Monday, MARCH 25

Monday, MAY 20 (w/Workshop meeting to evaluate the Pres. CEO at 11:00 am)

Monday, AUGUST 26 (w/Budget Workshop, at a time chosen by the Chair)

Monday, SEPTEMBER 23

Monday, NOVEMBER 25

According to the by-laws, **if necessary**, the Board would schedule a second Budget Workshop for the first Wednesday after Labor Day: **Wednesday, September 4**

- M. Re Approval: Schedule of Calendar Year 2019 SMAA Employee Holidays

<u>HOLIDAY</u>	<u>DAY OBSERVED</u>	
New Year's Day 2019	January 1	(T)
Martin Luther King, Jr. Day	January 21	(M)
Memorial Day	May 27	(M)
Independence Day	July 4	(TH)
Labor Day	September 2	(M)
Veteran's Day	November 11	(M)
Thanksgiving Day	November 28	(TH)
Day after Thanksgiving	November 29	(F)
Christmas Eve	December 24	(T)
Christmas Day	December 25	(W)
Two Floating Holidays	Not Designated	

Item 8. Department Reports

The following department reports were accepted:

- A. Financial Statements
- B. Investment Portfolio
- C. Finance & Administration Department
- D. ARFF, Operations & Police Departments
- E. Development/Community Relations, Activity Report
- F. Engineering, Planning & Facilities Departments
- G. Internal Audit & Investment Compliance

The meeting adjourned at 2:16 p.m. **A copy of the Regular minutes of this meeting is available following approval at the next regular SMAA meeting of January 28, 2019.**