

Hillsborough County Aviation Authority  
Regular Board Meeting

Wednesday, 9:00 a.m.  
December 7, 2016

A regular meeting of the Hillsborough County Aviation Authority was convened in the Boardroom, Main Terminal Building, Level 3 at Tampa International Airport, Tampa, Florida, on Wednesday, December 7, 2016.

Members present were: Robert I. Watkins, General Chip Diehl, Gary Harrod, Commissioner Victor Crist and Mayor Bob Buckhorn.

Aviation Authority staff members present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Al Illustrato, Damian Brooke, Chris Minner, Janet Zink, Scott Knight, Michael Kamprath, Jeff Siddle, Ed Haines, Elita McMillon, Ann Davis, Beth Zurenko, Gina Evans, Violet Cummins, Laurie Noyes, Chief Paul Sireci, Police Officer Garson, Lloyd Tillmann, Laura Tatem, Teresa Howell, Dominic Macrone, Rob Porter, Marcus Session, Adam Bouchard, Randy Forister, Kari Goetz, Fire Chief Danny Olegario, Paul Ridgeway, Mary Batzell, Jason Grundy, Danny Cooper, Brett Fay and Brian Washburn.

Chairman Watkins welcomed everyone to the Regular Board Meeting of December 7, 2016 and asked that everyone stand for the Pledge of Allegiance.

Chairman Watkins advised the audience that anyone wishing to comment on propositions brought before the Board should see Violet Cummins, Board Services Administrator, for a form.

Chairman Watkins informed the audience that all members had received a copy of the Agenda prior to the meeting and had a chance to review it in advance. Before proceeding he informed the audience that Mr. Lopano had something to share with the Board.

Mr. Lopano reminded the Board that at the November Board Meeting, General Counsel Stephens had advised of the possibility of holding an Attorney-Client Closed Session at this December meeting. Mr. Lopano informed the Board that there would be no need to hold that Closed Session.

Chairman Watkins then called for a motion to approve the Agenda for the Meeting.

Upon motion by Commissioner Crist, seconded by Mayor Buckhorn, the Agenda was unanimously approved by all members present.

Chairman Watkins proceeded to the Public Comments section of the meeting and called Bob Basham to the podium.

Mr. Basham introduced himself and stated that he lives in the path of runway 1R, the noise sensitive runway. Since the last Board Meeting, Mr. Basham reported that there have been 225 deviations on runway 1R due to pilot request. In years past there had been a policy where his pilot would receive a phone call after a deviation occurred no longer happens. Mr. Basham asked the Board to take the safety of the residents of South Tampa into consideration by not allowing the large jets to land on 1R. He asked that the airlines use the sidestep maneuver where a jet comes in over the water and then sidesteps over to 1R where they would avoid the neighborhoods and causing noise.

Commissioner Crist asked Chairman Watkins if the Director could look into this and report back to the Board. Chairman Watkins responded that Staff will present a report later in the meeting and that there was an extensive discussion regarding this matter at the previous Board Meeting. He then proceeded to call Frank Agliano as the next speaker.

Mr. Agliano, resident of 45 Spanish Main, spoke on how loud low flying airplanes were. He questioned why the Aviation Authority, FAA, or Airport Administration allow pilots to decide which runway to use based on convenience. General Diehl inquired if take-offs were an issue. Mr. Agliano responded that take-offs were much worse and the sound lasted longer.

Chairman Watkins called on Michael Franzese.

Mr. Franzese a resident of Sunset Park Isles, lives directly under the landing pattern for Runway 1R. He expressed that the noise has gotten significantly worse over the past several years and has not seemed to improve much over the last month. He asked that the Authority enforce the Noise Abatement Program that had been in effect for many years.

Chairman Watkins called on Bill Cessna.

Bill Cessna has resided at 16 Treasure Drive for 27 years and is directly underneath Runway 1R. Mr. Cessna stated that there are too many landing on 1R by large jets. Mr. Cessna feels that the use of this runway has been abused by the pilots for economic reasons. Mr. Cessna expressed that the residents should be in partnership with the Airport and they should do what they can to mitigate the issue.

Chairman Watkins called on James Mergens.

James Mergens lives has lived at 21 South Treasure Drive since 1969. He is also a Board Member of the Beach Park Homeowners Association. Mr. Mergens stated that he is very happy to

live in close proximity to the Airport but the noise has been out of control for the past 4 or 5 years. Mr. Mergens expressed his disappointment that the traffic has not subsided with the reopening of Taxiway J.

This concluded the Public Comments and Chairman Watkins then asked General Counsel Stephens if there were any abstentions that needed to be read into the record. General Counsel Stephens reported no abstentions to be read from the November 3, 2016 Board Meeting and he did not anticipate any from this Meeting.

Chairman Watkins then called for a motion to approve the Minutes of the Regular Authority Board Meeting of November 3, 2016.

Upon motion of Mayor Buckhorn, seconded by Gary Harrod, the Minutes of the Regular Authority Board Meeting of November 3, 2016 were unanimously approved by all members present.

Chairman Watkins then called upon Mr. Lopano to present his Management Report.

Mr. Lopano asked Chris Minner, Vice President of Marketing, to start the Management Reports with the Performance Assessment Report.

Mr. Minner reported that traffic based on capacity for the month was down 1.4% due to seasonal changes in the traffic pattern. Overall for the twelve months ending in October traffic was up by 1.7%. On the international side, traffic was up 3.2% for the month and 21% for the year ending in October due in large part to Lufthansa's service.

Mr. Minner also reported that Spirit Airlines celebrated its launch to Baltimore with new double daily nonstop flights. Spirit also started new nonstop flights to Akron/Canton and Delta announced new nonstop flights to Boston which will begin on February 17<sup>th</sup>.

The Authority hosted the annual Friends of TPA meeting where former Board Members of the Authority are giving an annual update on what has been happening at the Authority.

Mr. Minner concluded his report with two awards the Authority had received. The first was from the Airports Council International for Social Media Campaigns and the other was for community education in regards to the flight program.

Mr. Lopano called on John Tiliacos.

Mr. Tiliacos reported that despite the heavy passenger traffic during the Thanksgiving Holiday the Operation's team did an excellent job in running a good and safe operation and everything ran smoothly. Also, the National College Championship Game will be held on January 9<sup>th</sup> at Raymond

James and the Authority is well prepared for the additional visitors. The Authority has partnered with the Tampa Bay Sports Commission to ensure that the increased commercial, charter and general aviation activity are handled properly and the Incident Command Center has a dedicated resource that will manage and oversee the operational plan. Finally, Peter O. Knight will hold the 2017 Southeast Regional Fly-In for the first time. The two day event will draw 3,000 people and approximately 700 aircraft.

Mr. Tiliacos called Adam Bouchard, Noise Monitoring Officer, to provide an update to the Board on the noise mitigation efforts.

Adam Bouchard began his presentation by acknowledging the earlier comments made by the neighbors of the Airport. Mr. Bouchard then shared there would be three elements of his report. The first would look at how the Airport has historically had and still does have a very strong voluntary noise abatement. Second, he would look back at the past 9 years, where 55% of the jet arrivals to the Airport's noise sensitive runway can be directly linked to specific and acute airfield development projects. And third, the Airport continues to undertake a slew of initiatives to further enhance compliance built upon transparency and engagement of the community.

Tampa International has a voluntary Noise Abatement Program. The Authority does not control aircraft in flight as this is the responsibility of the FAA. The Letter to Airmen is not an Authority document. It serves as the primary means by which the FAA communicates various elements of the Airport's voluntary Program to pilots. Other ways that the Program is communicated is through the Automated Terminal Information Service (ATIS). The Authority is also in the process of providing a handout for the Fixed Based Operators (FBOs) that will be handed to pilots as they enter and exit the Airport. Mr. Bouchard compared certain excerpts from the Letter to Airmen from 2000, 2004 and 2016. Mr. Bouchard went on to explain how the Airport is actively involved with the community by attending Homeowner Association Meetings as well as meeting with chief pilots at the airline headquarters of the four largest operators on the east side of the Airport. Tampa International is the only Airport in the country that posts daily deviation information on its website.

Mr. Bouchard next explained that 55% of the jet landings at the Airport's East runway could be directly associated to specific airfield development projects. Mr. Bouchard went over various slides that showed specific projects throughout the years and how they impacted the East runway.

The final slide of Mr. Bouchard's presentation showed the percentage of jet arrivals that landed and the runway they landed on over the last 9 years. Runways 19R and 19L had 19% and 30% of landings. For North Flow operations, jet arrivals are concentrated to Runway 1L with 47% of the landings while Runway 1R had 4% of landings. Mr. Bouchard pointed out that 55% of that 4% was attributed to specific projects so, absent those projects, the landings would be closer to 2%.

This concluded Mr. Bouchard's report.

Mayor Buckhorn requested further clarification on when the Airport would go back to the number of typical landings absent construction. Mr. Bouchard stated that it has been 1 full month since Taxiway J has reopened and that over the next several months landings would be closer to the preconstruction number. Mayor Buckhorn asked if the Authority would reach out and call the pilot if they deviated as they had in the past as mentioned by Mr. Basham. Mr. Bouchard was not aware of the practice of calling a pilot. He stated that corporate jet aircraft that come in are typically transient, meaning they come in once and do not return for some period of time. The aircraft registration database does not typically provide phone numbers so writing a letter would be the only recourse. This would also be challenging as the majority of the airplanes are registered to LLCs or banks.

A lengthy discussion ensued between the Mayor and Mr. Bouchard on airlines utilizing runway 1R in regards to specific airlines and deviation numbers.

General Diehl inquired on the number of take-offs from the South and then requested Mr. Eric Fox, the FAA's Air Traffic Control Tower Manager, to come to the podium for further explanation.

Mr. Fox stated that the Air Traffic Control Tower will not decline a pilot's request of a specific runway. He was not aware of any airport that that would decline this request. General Diehl asked if sidestep was often utilized and Mr. Fox said that they stay away from that for safety reasons and, in this case, a sidestep is normally outside the 5 mile marker so the results would present the same outcome.

Mayor Buckhorn inquired if the reason the FAA would not question the pilot would be for safety reasons. Mr. Fox responded that the pilot has the ultimate control of the airplane. The FAA will not debate the pilot to ascertain which requests are valid and would not compromise on safety.

Mr. Watkins inquired who the Authority would need to talk to regarding asking the Tower to inform pilots that Runway 1R was a noise sensitive runway. Even though that information was available on ATIS, Chairman Watkins felt that it may get overlooked. Mr. Fox responded that he would get the information to Mr. Lopano.

Commissioner Crist requested that the Authority reach out to its congressional delegation and ask them to take a closer look at this issue. Commissioner Crist would like to get the issue on the book so that the air traffic controllers can ask pilot's if they are aware it is a noise sensitive runway. Mr. Lopano said that they can and will ask them. Secondly, Commissioner Crist asked for a visual timeline of runway projects.

Jeff Siddle replied that the Authority can provide a report that would show the scheduled work for the next 12 months. Commissioner Crist requested the chart to collectively look at all the work and schedule items at the same time to minimize the amount the runway would close. Mr. Tiliacos assured the Commissioner this is already taken into consideration.

Mr. Bouchard then called upon Ted Baldwin, expert noise consultant with HMMH, to say a few words.

Ted Baldwin introduced himself and stated he has a 40 plus year career as an airport noise abatement consultant. He has worked with Tampa International on past projects and was asked to give a national perspective on this issue. Noise abatement and preferential runways are not isolated issues, they are elements of almost every airport.

Mr. Baldwin stated that Tampa International has extraordinary compliance. He has worked with over 100 airports in the United States and if they get 90% compliance they are happy. Tampa International is at 96% compliance. He reported that Tampa International reporting on daily deviations that include tail numbers, airlines and flight numbers was not to his knowledge being done elsewhere. He believes that the cooperation between the Airport administration and the Air Traffic Control Tower is extraordinary.

Commissioner Crist asked if we could charge more for the use of runway 1R. Mr. Baldwin responded that it would trigger ANCA, the Airport Noise Capacity Act of 1990, and any type of fee associated with either a noise or an access restriction would be a violation of ANCA and the FAA would withhold their grant monies. Commissioner Crist asked that we continue to look for improvements as this continues to be an issue.

Chairman Watkins called for a short break which started at 10:28 a.m. and the meeting was called to Order at 10:37 a.m.

Mr. Lopano called for Michael Stephens to present the last portion of the Management Report.

General Counsel Stephens gave a brief overview of the IT assessment that was conducted and commissioned by the Authority. The IT Department engaged the national consulting firm of Plante Moran to take a look at the organizational structure and IT functions.

The assessment was driven as a normal course of business where we engage in a periodic review of the IT strategy as well as our commitment to transparency and responsiveness to the Board and the members of the community.

The assessment reviewed three areas. It reviewed the area of IT administration, it looked at the IT administration and how information security was being managed, and it assessed technology to see if the organization has adequate technology to support the business.

Plante Moran was charged with looking for any indication that there was a material breach of the Authority's IT security. The report found there was no material breach but there are opportunities for improvement that can mitigate future risks. IT security is an ever-changing process and the organization needs to stay ahead.

The Authority has hired additional IT security assets. Additionally, an external audit person was hired to reside in the Internal Audit Department and report to Laura Tatem. The Authority is still in an ongoing evaluation of the IT Department to continue to assess the information and Mr. Stephens anticipates providing an update in early Spring.

Some of the findings of the report included an opportunity to improve the administration of existing technology assets to create a better value for the business. An additional recommendation was made on creating better governance. An IT Steering Committee is being established that will have direct feedback to the CEO and Executive Team. Another recommendation included developing a service delivery standard where the IT Department can be more responsive to customer needs. It was recommended that IT develop an IT subject matter expert.

General Counsel Stephens assured the Board that staff will continue to review IT risk mitigation strategies, particularly in the area of cyber security.

This concluded Mr. Lopano's Management Report.

The Chairman then asked if anyone had any items they would like set aside for further consideration on the Consent Agenda. Hearing none, Chairman Watkins then called for a motion to approve the items in the Consent Agenda.

Upon motion of Mayor Buckhorn, seconded by Gary Harrod, the Consent Agenda was unanimously approved by all members present.

The following items were contained in the Consent Agenda.

#### CONSENT ITEM G1

Amendment No. 1 to Bond Counsel Services Agreement, Holland & Knight LLP, Tampa International Airport, Resolution No. 2016-118.

The Authority contracts with Holland & Knight LLP (Holland & Knight) to provide bond counsel services relating to issuance of bonds. The initial term of the Bond Counsel Services Agreement (Agreement) is March 1, 2012 through February 28, 2017 with two, one-year options to renew at the sole option of the Authority Board. Holland & Knight is paid based on approved hourly fees for special advisory services in the total not-to-exceed amount of \$500,000 and is also paid a debt issue

transaction fee ranging from \$1.00 to \$1.13 per \$1,000 of par value for bonds or other debt issues as approved by the Board for each issuance.

This Amendment No. 1 to the Agreement exercises the two, one-year renewal options, thereby revising the end date of the Agreement to February 28, 2019. The not-to-exceed amount for special advisory services remains unchanged. The debt issue transaction fee range is increased from \$1.10 to \$1.25 per \$1,000 of par value.

Funding for special services is included in the O&M budget. Funding for bond or debt transactions is included in the bond or debt issue proceeds.

Management recommended adoption of Resolution No. 2016-118.

Resolution No. 2016-118 approved and authorized the execution of Amendment No. 1 to Bond Counsel Services Agreement at Tampa International Airport with Holland & Knight LLP; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

#### CONSENT ITEM G2

Amendment No. 2 to Disclosure Counsel Services Agreement, GrayRobinson, P.A., Tampa International Airport, Resolution No. 2016-117.

The Authority contracts with GrayRobinson, P.A. (GrayRobinson) to provide disclosure counsel services including special advisory services and bond issue transaction services. The initial term of the Disclosure Counsel Services Agreement (Agreement) is March 1, 2012 through February 28, 2017 with two, one-year options to renew at the sole option of the Authority Board. GrayRobinson is paid based on approved hourly fees for special advisory services in the total not-to-exceed amount of \$600,000 and is also paid a debt issue transaction fee of \$0.75 per \$1,000 of par value for bonds or other debt issues as approved by the Board for each issuance.

This Amendment No. 2 to the Agreement exercises the two, one-year renewal options, thereby revising the end date of the Agreement to February 28, 2019. The not-to-exceed amount for special advisory services and the debt issue transaction fee remain unchanged.

Funding for special services is included in the O&M budget. Funding for bond or debt transactions is included in the bond or debt issue proceeds.

Management recommended adoption of Resolution No. 2016-117.



Resolution No. 2016-117 approved and authorized the execution of Amendment No. 2 to Disclosure Counsel Services Agreement at Tampa International Airport with GrayRobinson, P.A.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

### CONSENT ITEM G3

Amendment No. 3 to Contract for Special Legal Services, Hopping, Green & Sams, P.A., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2016-121.

The Authority has been working closely with the Florida Department of Environmental Protection (FDEP) to complete the environmental rehabilitation of Authority-owned property where certain underground contaminants have been identified. Outside counsel is necessary for their special expertise and resources to assist in either closing these sites outright or negotiating site rehabilitation funding opportunities which will result in site closure at a reduced cost to the Authority.

On May 5, 2016, a Contract for Special Legal Services (Contract) was executed with Hopping, Green & Sams, P.A. for special legal services related to environmental law and other related legal matters in a total not-to-exceed amount of \$35,000. The initial term of the Contract is May 5, 2016 through May 4, 2017, with one, two-year renewal option at the discretion of the Authority General Counsel or Assistant General Counsel. The Authority may cancel the Contract with 30 days advance written notice.

The Contract has previously been amended twice to increase the total not-to-exceed amount to \$100,000.

This Amendment No. 3 authorizes an increase of \$50,000 to the Contract for a new total not-to-exceed Contract amount of \$150,000. Hopping, Green & Sams, P.A. will continue to represent the Authority with regard to ongoing legal matters related to environmental law.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2016-121.

Resolution No. 2016-121 approved and authorized execution of Amendment No. 3 to the Contract for Special Legal Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with Hopping, Green & Sams, P.A.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

### CONSENT ITEM G4

Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport.

Under provisions of the U.S. Department of Treasury Guide to Equitable Sharing for Foreign Countries and Federal, State and Local Law Enforcement Agencies (Guide), Federal forfeiture funds shared with local law enforcement agencies must be expended for law enforcement purposes.

Authority Standard Procedure S440.14 requires expenditures from Federal forfeiture funds to be made only after approval from Legal Affairs and the Authority Board. Legal Affairs has reviewed this request and agrees with the expenditures.

Authorize the expenditure of Federal forfeiture funds to be used by the Tampa International Airport Police Department in an amount not-to-exceed \$86,421.90 for the purchase of an interoperability software system which will allow for secure sharing of communication and data content with other agencies.

This item is included in the Federal Forfeiture Funds Budget.

The Chief Executive Officer recommended the Board authorize the expenditure of Federal forfeiture funds and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board acted on this by motion; no resolution was required.

#### CONSENT ITEM G5

Aviation Authority Meeting Dates for Calendar Year 2017.

As required by State Law, it is necessary for the Aviation Authority to adopt a meeting schedule for the upcoming year.

The following schedule is proposed for 2017:

Time:	9:00 a.m.
Location:	Boardroom HCAA Offices
Dates:	Thursday, February 2 Thursday, March 2 Thursday, April 6 Thursday, May 4 Thursday, June 1

Thursday, August 3  
Thursday, September 7  
Thursday, October 5  
Thursday, November 2  
Thursday, December 7

The Chief Executive Officer recommended approval of the proposed Aviation Authority meeting dates for calendar year 2017.

The Board acted on this by motion; no resolution was required.

CONSENT ITEM G6

Ground Lease with Improvements, Hillsborough County and the Hillsborough County Sheriff's Office, Tampa Executive Airport, Resolution No. 2016-124.

Since December 31, 1996, Hillsborough County (County) and the Hillsborough County Sheriff's Office (Sheriff) have leased 2.49 acres of land from the Authority on which the Sheriff constructed a non-commercial hangar facility, apron and other improvements used for the storage and maintenance of the Sheriff's aircraft. Title to these improvements passes to the Authority on January 1, 2017. In lieu of cash rent and fuel flowage fees, the Sheriff has provided in-kind patrol services at Tampa Executive Airport. The 2015-16 contract year rent was \$30,345.80. The current lease expires on December 31, 2016.

This Ground Lease with Improvements (Lease) continues the County and Sheriff's use of the non-commercial hangar facility, on a triple net basis, for the initial term of January 1, 2017 through December 31, 2021, with three five-year renewal options upon approval by the Authority's Chief Executive Officer or designee. Either party may terminate the Lease upon 180 days written notice. The Sheriff will no longer provide in-kind services under the Lease but will instead pay rent as outlined below:

Dates	Annual	Monthly
January 1, 2017 to December 31, 2017	\$93,390.34	\$7,782.53
January 1, 2018 to December 31, 2018	\$96,790.34	\$8,065.86
January 1, 2019 to December 31, 2019	\$100,190.34	\$8,349.19
January 1, 2020 to December 31, 2020	\$103,590.34	\$8,632.53
January 1, 2021 to December 31, 2021	\$106,990.34	\$8,915.86

The annual rent will be adjusted at each renewal option, if exercised, to the then appraised fair market rental value, and will increase at one percent (1%) per year for each year thereafter throughout each renewal option.

In addition to the payment of rent, the County is required to pay a cash fuel flowage fee equal to \$0.05 per gallon on aircraft fuel delivered to the premises.

Management recommended adoption of Resolution No. 2016-124.

Resolution No. 2016-124 approved and authorized the execution of the Ground Lease with Improvements at Tampa International Airport with Hillsborough County and Hillsborough County Sheriff's Office; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

#### CONSENT ITEM G7

Purchase Orders, Police Rated, Administrative, Utility Vehicles, Trucks & Vans utilizing Florida Sheriffs Association Contract No. FSA16-VEH24.0, Alan Jay Nissan, Inc. and Stingray Chevrolet LLC, Tampa International Airport.

The Authority fiscal year 2017 equipment budget provides for the purchase of an assortment of vehicles and equipment for the Police and Maintenance Departments.

Authority Policy P410 authorizes the utilization of federal, state, local or multi-state cooperative purchasing contracts to purchase goods and services without obtaining three quotes or advertisement.

Authorize the issuance of purchase orders to Alan Jay Nissan, Inc. and Stingray Chevrolet LLC for the purchase of one van, one K9 vehicle and two police vehicles respectively, utilizing the Florida Sheriffs Association Contract No. FSA16-VEH24.0 for the term of December 7, 2016 through September 30, 2017 in the total amount not to exceed amount of \$138,000.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board award and authorized the issuance of purchase orders to Alan Jay Nissan, Inc. and Stingray Chevrolet LLC and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board acted on this by motion; no resolution was required.

### CONSENT ITEM G8

Purchase Orders, Cab & Chassis & Other Fleet Equipment utilizing Florida Sheriffs Association Contract No. FSA16-VEH14.0, Duval Ford, LLC, Palmetto Ford, and Everglades Farm Equipment, HCAA Project No. 6445 17, Tampa International Airport

The Authority fiscal year 2017 equipment budget provides for the purchase of an assortment of vehicles and equipment for Aircraft Rescue and Fire Fighting and the Maintenance Department.

Authority Policy P410 authorizes the utilization of federal, state, local or multi-state cooperative purchasing contracts to purchase goods and services without obtaining three quotes or advertisement.

Authorized the issuance of purchase orders to Duval Ford, LLC, Palmetto Ford, and Everglades Farm Equipment for an Advance Life Support and fire vehicle, a dump truck, a 15' batwing mowing deck and a 5' mowing deck respectively, utilizing the Florida Sheriffs Association Contract No. FSA16-VEH14.0 for the term of December 7, 2016 through September 30, 2017 in the total not to exceed amount of \$252,000.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board award and authorize the issuance of purchase orders to Duval Ford, LLC, Palmetto Ford, and Everglades Farm Equipment and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board acted on this by motion; no resolution was required.

### CONSENT ITEM G9

Purchase Order, Oshkosh Global Striker 3,000 gallon ARFF Vehicle utilizing National Joint Powers Alliance (NJPA) Contract No. 102811-OKC, HCAA Project No. 6445 17, Oshkosh Airport Products, LLC, Tampa International Airport.

The Authority's fiscal year 2017 equipment budget provides for the purchase of an Oshkosh Global Striker 3,000 gallon ARFF Vehicle to replace a 1996 Oshkosh 3,000 gallon truck that has reached its service life.

Authority Policy P410 authorizes the utilization of federal, state, local or multi-state cooperative purchasing contracts to purchase goods and services without obtaining three quotes or advertisement.

Authorize the issuance of a purchase order to Oshkosh Airport Products, LLC for the purchase of an Oshkosh Global Striker 3,000 gallon ARFF Vehicle utilizing NJPA Contract No. 102811-OKC in the total not to exceed amount of \$1,125,000.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board authorize the issuance of a purchase order to Oshkosh Airport Products, LLC and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board acted on this by motion; no resolution was required.

This concluded the Consent Agenda. As there were no Policies and Rules for Consideration or Action or Committee Reports, Chairman Watkins proceeded to Unfinished Business.

The first item under New Business was Amendment No. 2 to the Part 1 Design-Build Contract, Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14, Skanska USA Building, Inc., Tampa International Airport, Resolution No. 2016-113, presented by Jeff Siddle.

On September 4, 2014, the Board awarded a Part 1 Design-Build Contract to Skanska USA Building, Inc. for design of the Checked Baggage System Upgrades and Optimization - Construction project in the not-to-exceed amount of \$3,799,936.85 for basic services and the not-to-exceed amount of \$419,106.00 for reimbursable expenses, bringing the total Part 1 Design-Build Contract amount to \$4,219,042.85.

On April 7, 2016, the Board awarded Amendment No. 1 to the Part 1 Design-Build Contract in the not-to-exceed amount of \$1,478,935.15, bringing the total combined Part 1 Design-Build Contract amount to \$5,697,978.00.

The DBE goal after Amendment No. 1 was established at 12.0%.

This Amendment No. 2 to the Part 1 Design-Build Contract provides for a change in scope of the project design required to address additional TSA design criteria.

The work designed under this Part 1 Design-Build Contract will be for the checked baggage system serving Airsides A and C. Any design efforts for the future checked baggage system upgrades and optimization serving Airsides E and F will be included in a future contract or amendment.

The not-to-exceed amount for this Amendment No. 2 will be \$468,790.00, bringing the total combined Part 1 Design-Build Contract amount to date to \$6,166,768.00.

Amendment No. 2 will change the DBE goal to 11.3%.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2016-113.

The motion was moved by Mayor Buckhorn and seconded by Gary Harrod.

Gary Harrod inquired if the \$6,166,000 was TSA money or if part of the money was from the Authority. Chairman Watkins also requested a breakdown of the funding. Mr. Siddle stated that the total cost of the Project was \$60 million and a small portion of the project, \$6 million, would be funded by various agencies that included the Authority, DOT, and TSA.

The motion that was on the floor for the execution of Amendment No. 2 to Part 1 Design-Build Contract for Checked Baggage System Upgrades and Optimization at Tampa International Airport with Skanska USA Building, Inc. was unanimously approved by all members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2016-113.

This item concluded Unfinished Business and Chairman Watkins moved on to New Business.

The first item under New Business was Construction Contract, Airfield Support Facility Roof Rehabilitation, HCAA Project No. 6150 16, Gulf States Industries, Inc., Tampa International Airport, Resolution No. 2016-78, presented by Jeff Siddle.

This project includes the rehabilitation of the roof of Tampa International Airport's Airfield Support Facility. A low bid solicitation was advertised on September 21, 2016.

On November 8, 2016, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Gulf States Industries, Inc.	\$1,019,997.00
Ryman Construction of Florida, Inc.	\$1,150,000.00

Ryman Construction of Florida, Inc. was deemed non-responsive for failure to include a Bid Bond with their response.

Subsequent to the bid opening, the Authority met with Gulf States Industries, Inc., the sole responsive and responsible bidder, and, in accordance with Policy P410, Procurement, was able to negotiate a revised Contract award amount of \$979,000.00.

There was no W/MBE expectancy for this Contract.

The lowest responsive and responsible bidder is Gulf States Industries, Inc.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2016-78.

Upon motion of Mayor Buckhorn, seconded by Gary Harrod, the award and execution of the Construction Contract for Airfield Support Facility Roof Rehabilitation, HCAA Project No. 6150 16 at Tampa International Airport with Gulf States Industries, Inc. in the amount of \$979,000.00 was unanimously approved by all members present; rejection of bid from Ryman Construction of Florida, Inc. as non-responsive was approved; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2016-78.

The second item under New Business was Maintenance Contract, Landscape Maintenance Services, Luke Brothers, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2016-122, presented by Paul Ridgeway.

The Authority is seeking a firm to provide landscape maintenance services for parcels located on the perimeter of the Tampa International Airport property including Air Cargo Road on the east, Hoover Blvd. on the north and areas of Spruce St. on the south. Mowing services will be performed on a weekly basis from March through October and every two weeks from November through February. Maintenance of the landscape beds will be performed on a monthly basis at Tampa International Airport and twice monthly at each of the three GA airports.

A low bid solicitation was advertised on September 29, 2016.

On Thursday, October 20, 2016, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Annual Bid Amount</u>
Luke Brothers, Inc.	\$69,630.00
Deere-Scape, LLC	\$101,528.64
Yellowstone Landscape-Southeast, LLC	\$104,879.08
ABM Landscape and Turf Services	\$115,020.44
Duval Landscape Maintenance, LLC	\$115,076.00
Premier Lawn Maintenance	\$210,800.00
The Davey Tree Expert	\$235,840.00



No specific expectancy for W/MBE participation was established.

The lowest responsive and responsible bidder is Luke Brothers, Inc.

The term of the Contract is for the period of January 3, 2017 through January 2, 2018 with two, one-year renewal options at the discretion of the CEO. The not-to-exceed amount for the three-year term of the Contract is \$214,500.00 which includes funding for extra work as needed. The Authority may cancel the Contract immediately and without notice for cause, and may terminate without cause at any time upon 30 days written notice.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2016-122.

Upon motion of Gary Harrod, seconded by Mayor Buckhorn, the award and execution of the Landscape Maintenance Services Contract at Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports with Luke Brothers, Inc. in the total not-to-exceed amount of \$214,500.00 was unanimously approved by all members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2016-122.

The final item under New Business was the Selection of Firm to Provide Direct Placement Financing, Tampa International Airport, Resolution No. 2016-123, presented by Damian Brooke.

As part of the Authority financial planning program, outstanding bonds are reviewed on an on-going basis as they become eligible for refunding. This review includes an analysis of potential savings by refinancing the debt at lower interest rates and also evaluates which methods of refunding would be most beneficial to the Authority. The Authority outstanding 2008B Bonds are currently eligible for refunding. Under current market conditions, there are financial advantages to selling the new bonds required for this refunding through a direct placement with a financial institution, meaning the entire series of bonds will be placed directly with the selected institution. This approach has become more popular in recent years with many banks having been aggressive purchasers of such bonds typically with principal amounts of approximately \$50 million or less with maturities of ten years or less. The Authority 2008B Bonds, currently outstanding in the amount of \$16,725,000, fit into these categories.

On October 7, 2016, a request for proposals was issued for Direct Placement Financing at Tampa International Airport. The request for proposals invited banks to submit proposals to provide a direct placement to refund the 2008B Bonds.

Ten responses were received and evaluated by staff. The firms are listed below in order of technical ranking:

1. TD Bank, N.A.
2. Regions Bank
3. BankUnited, N.A.
4. Wells Fargo Bank, N.A.
5. Bank of America, N.A.
6. JPMorgan Chase Bank, N.A.
7. BMO Harris Bank, N.A.
8. Florida Community Bank, N.A.
9. STI Institutional & Government, Inc.
10. Citibank, N.A.

No specific expectancy for W/MBE participation was established.

The Chief Executive Officer recommended ranking the firms in the order listed above and award to the top ranked firm, with staff authorized to negotiate the terms and conditions of the direct placement financing with the highest ranked firm. If staff is unable to negotiate acceptable terms and conditions with the top ranked firm, they are authorized to negotiate with the next highest ranked firm and so on through the rankings until the direct placement financing terms and conditions are agreed to by staff.

Upon motion of Gary Harrod, seconded by Mayor Buckhorn, the issuance of Hillsborough County Aviation Authority Tampa International Airport Revenue Refunding Bond, 2016 Series A (Non-AMT), in the principal amount of not to exceed \$16,425,000, for the purpose of refunding all of the Authority's Tampa International Airport Revenue Bonds, 2008 Series B (Non-AMT) was unanimously approved by all members present; the form of a 2016A Supplemental Trust Agreement with respect to such 2016 Bond was approved and certain amendments to the Trust Agreement as provided therein were approved; staff was delegated the authority to award the sale of such 2016 Bond to TD Bank, N.A. subject to successful negotiation, or to negotiate and award the sale of the Bond to the next highest ranked bidder if agreement cannot be reached, and approved the conditions of such sale; the registrar, paying agent and authenticating agent for such 2016 Bond were designated; the form and execution and delivery of an Escrow Deposit Agreement were approved and authorized and the Bank of New York Mellon, New York, New York was designated as escrow agent thereunder; certain findings with respect to the foregoing were provided; certain other details with respect thereto were provided; and an effective date was provided by adoption of Resolution No. 2016-123.

This item concluded New Business and Chairman Watkins proceeded on to Staff Reports.

Al Illustrato began the Staff Reports with an update on the Master Plan. The SkyConnect portion is very complex and Austin has missed a couple of interim milestones that they are working through. Skanska also has faced some challenging elements in the Main Terminal with the movement of the shuttle station which are extremely complex. Additionally, there is very complicated work above the blue arrivals and departure drives as well as the Airside A shuttle which requires these closures and is referred to as Operation Alpha.

The second station was pushed out in the in Main Terminal by Shuttle C and the entire area is now open in front of the Sikorsky elevators. A new Starbucks had been added.

On the budget slide Mr. Illustrato spoke of an additional \$500,000 worth of work being needed for some crosswalk work in front of the Post Office. He stated that there was \$22.6 million in contingency left on the project.

This concluded Mr. Illustrato's report.

Before adjourning Mr. Stephens requested an Attorney-Client Closed Session be held at the February Board Meeting to discuss pending litigation and to seek the Board's direction in terms of settlement and strategy.

General Diehl thanked the Management Team for their work on the Presidential visit.

Chairman Watkins thanked General Diehl and reminded the audience that the 2017 Board Meeting schedule was approved at the meeting and that there would be no January 2017 meeting. The next scheduled meeting would take place on February 2, 2017.

With no other business to be brought before the Board, the Regular Board meeting adjourned at 11:10 a.m.

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Robert I. Watkins, Chairman

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Victor D. Crist, Secretary