

Hillsborough County Aviation Authority  
Regular Board Meeting and Board of Adjustment Public Hearing

Thursday, 9:00 a.m.  
February 2, 2023

A Regular Board Meeting and Board of Adjustment Public Hearing were convened in the Boardroom, Level 4 of SkyCenter ONE, Tampa, Florida, on Thursday, February 2, 2023.

Members present were: Chairman Gary Harrod, Robert I. Watkins, General Diehl, and Commissioner Cohen.

Aviation Authority staff members present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Damian Brooke, Chris Minner, John Tiliacos, Scott Knight, Adam Bouchard, Brian Miles, Elita McMillon, Laurie Noyes, Jeff Siddle, Silvana Muro, Tom Thalheimer, Tony Conza, Matt Bauer, Randy Forister, Dan Johnson, James Tarro, Violet Cummins, Tony O'Brian, Rob Porter, Veronica Cintron, Michael Kamprath, Ben Robins, Marcus Session, Laura Tatem, Melissa Solberg, Dan Porter, Gina Evans, Joel Feldman, Tony Mantegna, Emily Nipps, Roop Johal, Chief Charlie Vazquez, Josh Gillen, Barbara Grilli, Chief Oren Hanson, Kevin Posiad, Catherin Casingal, John Vaden, Chris Campbell, John Palmer, Marilyn Gauthier, Angelo Mottola, Beau Zimmer, Ilanna Goldenberg and Cheryl Hawkins.

Chairman Harrod welcomed everyone to the February Regular Board Meeting and Board of Adjustment Public Hearing. Commissioner Harrod announced that Mayor Castor would not be at the Board Meeting and he welcomed Commissioner Harry Cohen to the Board.

The Pledge of Allegiance was recited.

General Counsel, Michael Stephens lead the Special Election of the vacant position of Assistant Secretary/Assistant Treasurer. Robert Watkins moved a motion to nominate Commissioner Cohen for the vacant position and it was seconded by General Diehl.

Commissioner Cohen's nomination to Assistant Secretary/Assistant Treasurer was unanimously approved by all Board Members present.

Chairman Harrod then called the Board of Adjustment Public Hearing to Order.

Assistant General Counsel Michael Kamprath discussed the rules for the Public Hearing of the Aviation Authority Board of Adjustment. There were two Petitions for Variance. The Public Hearing was duly noticed by newspaper advertisement on January 11, 2023. No comments from the public were received.

Chairman Harrod swore in Tony Mantegna, Authority Height, Zoning and Land Use Manager and Petitioners Mark Bentley, Matt Femal and Jeff Graves.

The following items were heard during the Board of Adjustment Public Hearing.

## Item D1

Airport Study No. 2022-79, Tampa Bromley Investors, LLC, Requesting a variance to construct a mixed-use development of commercial and retail components, including three commercial towers ranging from 17 to 22 stories in height, with a maximum height of 300' AMSL, located at W. Cypress St. and N. Dale Mabry Hwy., Tampa, FL, Resolution No. 2023-14, presented by Tony Mantegna.

Tampa Bromley Investors, LLC (Petitioner) is seeking to construct a mixed-use development of commercial and retail components, including three commercial towers ranging from 17 to 22 stories in height, with a maximum height of 300' AMSL, located at W. Cypress St. and N. Dale Mabry Hwy., Tampa, FL. The nearest airport is Tampa International Airport.

Notice of this hearing before the Board of Adjustment was provided on January 11, 2023.

Petitioner is requesting a variance to construct a mixed-use development of commercial and retail components, including three commercial towers ranging from 17 to 22 stories in height.

The Petition was presented to the Airport Hearing Officer on November 30, 2022 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no adverse effect on existing FAA restrictions, would not cause additional impacts or loss of utility to Tampa International Airport, would not be contrary to the public interest, would avoid unnecessary hardship to the Petitioner's property, and would be in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

The FAA's aeronautical studies found that the Petitioner's request would not be a hazard to air navigation provided certain conditions are met. Additionally, the FDOT did not identify any concerns with the request.

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Red Obstruction lighting required in accordance with FAA Advisory Circular 70/7460-1M; (2) E-File FAA Form 7460-2 with the FAA at least 10 days prior to construction and within 5 days after construction reaches its greatest height; (3) Installation equipment (Crane) exceeding 300' AMSL or installation of solar panels will require a separate permit from the Authority; (4) Any glint or glare issues identified from this project must be mitigated by the Petitioner to the satisfaction of the Authority to avoid adverse impacts to aviation; (5) Due to the FAA's limitation related to Air Traffic Control and TPA radar impacts to "at this time" in the FAA's Determinations of No Hazard, in the event that the FAA identifies TPA radar degradation between 154 and 156 degrees (relative to the TPA radar antenna), caused by the buildings that are subject to FAA's Determinations of No Hazard, resulting in operational impacts in the future, including but not limited to loss of coverage of aircraft as a result of this project, and FAA demands the Authority mitigate such TPA radar degradation or contribute to such mitigation, Petitioner agrees it will mitigate such TPA radar degradation on behalf of the Authority or provide the Authority any required contribution to such mitigation; (6) The Authority requires a post construction survey to be completed and submitted to the Authority within 5 days of construction reaching its greatest height; (7) In the event any proposed elevation is exceeded the Petitioner acknowledges that it will modify the buildings to remove any feature or portion of the buildings exceeding the permitted

elevations as soon as possible; and (8) The Petitioner will be required to follow all conditions in the FAA Determinations of No Hazard to remain in compliance.

The variance will be valid until the FAA Determinations of No Hazard to Air Navigation expires April 13, 2024, but if the FAA Determinations of No Hazard are extended by the FAA for no more than 18 months, the variance will also be extended one time, without further action of the Board of Adjustment, provided that no changes in the proposed structures have occurred.

The Board of Adjustment may render its decision based on the findings and recommendations of the Hearing Officer. However, the Board of Adjustment may, but is not required to, review the record of the Hearing Officer's public hearing.

Robert Watkins had additional questions of Tony Mantegna regarding the location of the radar and mitigation of glint and glare issues which were addressed by Mr. Mantegna.

Upon motion of Robert Watkins, seconded by General Diehl, Airport Study No. 2022-79, Tampa Bromley Investors, LLC, requesting a variance to construct a mixed-use development of commercial and retail components, including three commercial towers ranging from 17 to 22 stories in height, with a maximum height of 300' AMSL, located at W. Cypress St. and N. Dale Mabry Hwy., Tampa, FL was unanimously approved by all Board Members present; and the Airport Zoning Director or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-14.

#### Item D2

Airport Study No. 2022-126, Riverwalk Tower, LLC, Requesting a variance to construct a 39 story mixed-use development of residential and hotel components, with a maximum height of 450' AMSL, located at 111 South Ashley Drive, Tampa, FL, Resolution No. 2023-15, presented by Tony Mantegna.

Riverwalk Tower, LLC (Petitioner) is seeking to construct a 39 story mixed-use development of residential and hotel components, with a maximum height of 450' AMSL, located at 111 South Ashley Drive, Tampa, FL. The nearest airport is Peter O. Knight.

Notice of this hearing before the Board of Adjustment was provided on January 11, 2023.

Petitioner is requesting a variance to construct a 39 story mixed-use development of residential and hotel components.

The Petition was presented to the Airport Hearing Officer on December 15, 2022 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no adverse effect on existing FAA restrictions, would not cause additional impacts or loss of utility to Peter O. Knight Airport, would not be contrary to the public interest, would avoid unnecessary hardship to the Petitioner's property, and would be in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

The FAA's aeronautical studies found that the Petitioner's request would not be a hazard to air navigation provided certain conditions are met. Additionally, the FDOT did not identify any concerns with the request.

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Red Obstruction lighting required in accordance with FAA Advisory Circular 70/7460-1M; (2) E-File FAA Form 7460-2 with the FAA at least 10 days prior to construction and within 5 days after the construction reaches its greatest height; (3) The project is subject to requirements listed in Federal Aviation Administration Aeronautical Studies attached to the Hearing Officer's Recommended Order, with the exception that height limits are restricted to the heights shown on the point data sheet attached to the Recommended Order as Exhibit A and are in accordance with elevation plans submitted; (4) Notify the Airport at least five (5) business days prior to starting construction at 813-870-7863 and provide Airport Study number; (5) Installation of equipment (Crane) exceeding 450' AMSL or installation of solar panels will require a separate permit from the Authority; (6) Any glint or glare issues identified from this project must be mitigated by the Petitioner to the satisfaction of the Authority to avoid adverse impacts to aviation; (7) The Authority requires a post construction survey be completed and submitted to the Authority within 5 days of construction reaching its greatest height; and (8) The Petitioner will be required to follow all conditions specified in the FAA Determinations of No Hazard to remain in compliance.

The variance will be valid until the FAA Determinations of No Hazard to Air Navigation expires April 17, 2024, but if the FAA Determinations of No Hazard are extended by the FAA for no more than 18 months, the variance will also be extended one time, without further action of the Board of Adjustment, provided that no changes in the proposed structures have occurred.

The Board of Adjustment may render its decision based on the findings and recommendations of the Hearing Officer. However, the Board of Adjustment may, but is not required to, review the record of the Hearing Officer's public hearing.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, Airport Study No. 2022-126, Riverwalk Tower, LLC, requesting a variance to construct a 39 story mixed-use development of residential and hotel components, with a maximum height of 450' AMSL, located at 111 South Ashley Drive, Tampa, FL was unanimously approved by all Board Members present; and the Airport Zoning Director or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-15.

The Public Hearing of the Board of Adjustment was closed.

Chairman Harrod called the Board Meeting to Order.

Mr. Lopano stated that at the December Board Meeting General Counsel Michael Stephens had advised of the possibility of holding an Attorney-Client Closed Session at this meeting. However, there was no need to hold the Closed Session.

Chairman Harrod then asked for a Motion to Approve the Agenda.

Upon motion of Commissioner Cohen, seconded by Robert Watkins, the Agenda was unanimously approved by all Board members present.

There were no Public Comments.

Chairman Harrod asked General Counsel Stephens if there were any abstentions from the Regular Board Meeting held on December 1, 2022 that needed to be read into the record. General Counsel Stephens replied that there were no abstentions from the December 1, 2022 Board Meeting and none were anticipated at this meeting.

Chairman Harrod asked if there were any additions or corrections to the Minutes of the Regular Board Meeting held on December 1, 2022.

Upon motion of Mr. Watkins, seconded by General Diehl, the Minutes of the Regular Board Meeting held on December 1, 2022 were unanimously approved by all Board Members present.

Mr. Lopano's Management Report was next.

Mr. Lopano started the Management Report with a welcome to Commissioner Cohen and a recognition of Bill Roberts who had ended his 7 year tenure on behalf of the Authority with the Transportation Planning Organization's Citizens Advisory Committee.

Chris Minner then began with the Performance Assessment Report.

There were 21.5 million passengers served during the 2022 calendar year which was within 4.3% of pre-pandemic numbers. This was a 19% increase from one year ago. Passenger traffic remained flat versus last year for the month of December. International passengers were at 870,000 which is still 27% below pre-pandemic.

The online parking program has more than 100,000 enrolled. This program offers lower rates and special opportunities. Two ghost lots were created during the peak holiday season and more than 500 cars utilized those lots.

Silver Airlines has brought back service to Marsh Harbour, Bahamas. Frontier has added non-stop flights to Aguadilla, Puerto Rico and Alaska Airlines has brought back service to San Diego.

The Name the Flamingo contest had 3 finalists and 40,000 votes were cast. The winning name was Phoebe. This generated \$32.7 million in earned media value.

Damian Brooke next gave a presentation on the 4<sup>th</sup> Quarter Financials and an investment portfolio update.

Mr. Tiliacos then reported on the Southwest Airlines disruption that had nearly 900 flights (13%) scheduled at Tampa International Airport cancelled. The baggage claim office utilized the Event Space in the Main Terminal with nearly 2,000 bags. After 6 days the Event Space was cleared and all bags were reunited with

their owners. Mr. Tiliacos gave a special recognition to Shanetta Broughton Bines from Southwest for her work in reuniting customers with their luggage.

John Tiliacos also updated the Board on the operational disruption of the FAA NOTAM system outage on January 11, 2023.

Pete Ricondo from Ricondo and Associates then gave a presentation on the Master Plan Update.

This concluded Mr. Lopano's Management Report.

The Chairman then moved on to the Consent Agenda.

Upon motion of Mr. Watkins, seconded by Commissioner Cohen, the Consent Agenda was unanimously approved by all Board Members present.

The following items were contained in the Consent Agenda.

#### Item J1

Letter of Agreement for Temporary Use of Land for Excess Automobile Parking, Tampa M Automotive Management, LLC, Tampa International Airport, Resolution No. 2023-01.

In August 2022, the Authority entered into a Letter of Agreement (LOA) with Tampa M Automotive Management, LLC (Tampa M) for the temporary use of a vacant lot located at 4113 Columbus Drive for a period of six (6) months. Tampa M now desires to continue leasing the vacant lot for one (1) additional year.

Staff recommends approval of the LOA for Temporary Use of Land for Excess Automobile Parking with Tampa M for the lease of approximately 2 acres of unimproved land located at 4113 Columbus Drive for storage of excess new cars. The LOA will have a Commencement Date of February 1, 2023 and terminate on January 31, 2024. Either party may terminate the LOA with 30 days' written notice. Monthly rent paid by Tampa M under the LOA will be \$8,639.40, for a total annual rent of \$103,672.80, plus applicable sales tax. The rent will increase as determined by CPI on October 1, 2023.

Management recommended adoption of Resolution No 2023-01.

Resolution No. 2023-01 approved and authorized execution of Letter of Agreement for Temporary Use of Land for Excess Automobile Parking at Tampa International Airport with Tampa M Automotive Management, LLC; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

#### Item J2

Agreement for Utility Access, The Motor Enclave Tampa Land Holdings, LLC and The Motor Enclave Tampa, LLC, Tampa Executive Airport, Resolution No. 2023-02.

The Authority owns Tampa Executive Airport (Airport). The Motor Enclave Tampa Land Holdings, LLC and The Motor Enclave Tampa, LLC (Motor Enclave) own approximately 200 acres adjacent to and east of the Airport (Motor Enclave Site). Motor Enclave is developing the Motor Enclave Site as an automotive enthusiast destination. The Authority owns a sanitary sewer force main that begins at the Airport and discharges into a City of Tampa sewer on Eureka Springs Road east of the Tampa Bypass Canal. Motor Enclave desires to tie into the sanitary sewer force main at a location on Eureka Springs Road west of Wilkins Road and east of the Tampa Bypass Canal. Motor Enclave is constructing a new 12-inch main water line along North Falkenburg road to serve the Motor Enclave Site. Motor Enclave is also constructing a new 4-inch potable water line within the Motor Enclave Site connected to the 12-inch main. The Authority desires to acquire an easement across the southern boundary of the Motor Enclave Site for the purpose of extending the 12-inch main water line onto the Airport in the future (Permanent Water Line Easement). The Authority also desires to extend the 2-inch potable water line from Motor Enclave's 4-inch potable water line onto the Airport (Temporary Water Line Easement). Additionally, TECO is working with Motor Enclave to provide service to the Motor Enclave Site. If TECO cannot provide service within their existing easement on the Airport, the Authority will grant a license agreement to TECO for the additional area needed (TECO line). The Authority and Motor Enclave desire to memorialize the aforementioned details in this Agreement for Utility Access (Agreement).

The Term of this Agreement commences on the effective date and will continue until the easements are no longer used for their intended purpose. The Temporary Water Line will be disconnected within 60 days of putting the Permanent Water Line into service.

Management recommended adoption of Resolution No. 2023-02.

Resolution No. 2023-02 approved and authorized execution of Agreement for Utility Access at Tampa Executive Airport with The Motor Enclave Tampa Land Holdings, LLC and The Motor Enclave Tampa, LLC; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

### Item J3

Amendment No. 1 to Maintenance Contract for York Chillers, Johnson Controls Inc., Tampa International Airport, Resolution No. 2023-03.

On October 5, 2017, the Board awarded a Maintenance Contract for York Chillers at Tampa International Airport to Johnson Controls Inc. for the period of October 5, 2017 through October 4, 2022 with one, five-year renewal option at the discretion of the Chief Executive Officer. The negotiated amount for the first year of the Maintenance Contract was \$108,999.96. An annual cost increase or decrease based on a Producer Price Index (PPI) for labor and materials is incorporated into the Maintenance Contract for the Term, including the five-year renewal option. On September 4, 2022, the five-year renewal option was exercised, revising the end date of the Maintenance Contract to October 4, 2027.

As a result of the Covid-19 pandemic, supply chain issues, an increased cost for labor and materials, and two chillers at Airside F having exceeded their peak operating hours for eligibility of Premium Coverage by Johnson Controls Inc. (maintenance and repairs), Johnson Controls Inc. is requesting a one-time cost increase beyond the allowable PPI annual cost increase for Year 6 of the Maintenance Contract of \$34,931.96 for a new annual amount of \$162,731.85. This increase includes \$25,120 to continue Premium Coverage on the

two Airside F chillers through the end of the Maintenance Contract or until the two Airside F chillers can be replaced.

This Amendment No. 1 authorizes a one-time increase for Year 6 of the Maintenance Contract of \$34,931.96 for a new annual maintenance fee of \$162,731.85. Annual adjustment for each Contract Year thereafter will be based on the PPI. All other terms and conditions of the Maintenance Contract remain the same.

The Authority may cancel the Maintenance Contract with 30 days written notice.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2023-03.

Resolution No. 2023-03 approved and authorized execution of Amendment No. 1 to Maintenance Contract for York Chillers at Tampa International Airport with Johnson Controls Inc.; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

**Item J4**

Purchase Order, Tile Installation, Ava Takla Investment, Inc. dba Royal Construction and Real Estate Investment (RCRI), Tampa International Airport.

The Authority is seeking tile installation services on an as-needed basis. Tampa International Airport (Airport) has 343,607 square feet of tile and carpet throughout the Main Terminal and Airsides. During Fiscal Year 2022, more than 500 tiles were replaced throughout the Airport. The tile is provided by the Authority. Installation will include thinset/mortar, grout, labor, and disposal.

An Invitation to Bid for Tile Installation was advertised on November 10, 2022.

On December 13, 2022, Bids were publicly opened and read aloud as follows:

Company	Initial Term			Renewal Option	
	Year One (Year ending February 1, 2024)	Year Two (Year ending February 1, 2025)	Year Three (Year ending February 1, 2026)	Year Four (Year ending February 1, 2027)	Year Five (Year ending February 1, 2028)
Tile Installation: 12X24	\$54	\$57	\$61.50	\$64	\$69
Tile Installation: 24X24	\$95	\$103	\$103	\$109	\$113

The lowest responsive and responsible bidder is Ava Takla Investment, Inc. dba Royal Construction and Real Estate Investment (RCRI).

There was no W/MBE goal prescribed for this Invitation to Bid.

The initial Term of the Purchase Order is February 2, 2023 through February 1, 2026 with two discrete, one-year renewal options at the discretion of the Chief Executive Officer. The total not-to-exceed amount for the Term of the Purchase Order, including renewal options, is \$250,000.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of a Purchase Order to Ava Takla Investment, Inc. dba Royal Construction and Real Estate Investment (RCRI) and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

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

#### Item J5

Purchase Orders, Articulating Boom Lift, Evergreen Specialty Services, Tampa International Airport.

The Authority is seeking to purchase a new Snorkel A46JE Articulating Boom Lift or approved equal.

The Articulating Boom Lift will be used to access boarding bridges, baggage systems, cameras, and fire alarm equipment to perform maintenance. It has the flexibility to reach out to difficult areas such as the rotunda bearings, vertical drive motors, cable hoists, and areas of the baggage system that are difficult to access. It will also allow access to cameras, fire alarm equipment, PLWS hardware on top of the boarding bridge rotunda along with various electrical junctions and hardware throughout the facility.

An Invitation to Bid for Articulating Boom Lift and Diesel Drive Ground Power Unit (GPU) was advertised on November 29, 2022.

On December 28, 2022, Bids were publicly opened and read aloud as follows:

<b>Company</b>	<b>Articulating Boom Lift</b>	<b>Diesel Drive Ground Power Unit (GPU)</b>
Evergreen Specialty Services	\$63,975	
All Around Access, LLC	\$73,072	
Advance GSE Corp		\$105,581*
Technology International, Inc.	\$123,900	

**\*The Authority has determined not to make an award for the Diesel Drive Ground Power Unit (GPU).**

The lowest responsive and responsible bidder for the Articulating Boom Lift is Evergreen Specialty Services.

There was no W/MBE goal prescribed for this Invitation to Bid.

The equipment is expected to be received by the Authority on or before June 30, 2023.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Evergreen Specialty Services and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

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

#### Item J6

Space Rental Agreement, West Coast Transportation Services, Inc. d/b/a Yellow Cab, Tampa International Airport, Resolution No. 2023-12.

West Coast Transportation Services, Inc. d/b/a Yellow Cab (Yellow Cab) has a Contract for the Operation of Taxicab Services at Tampa International Airport (Airport) which was approved by the Board on December 1, 2022. Yellow Cab provides on-demand taxicab service to customers from and to the Airport. Yellow Cab desires to lease ground transportation counter and office space in the ground transportation areas of the Main Terminal to support its customer service and other operational needs.

This item approves and authorizes a Space Rental Agreement (Agreement) with Yellow Cab to lease 130 square feet of ground transportation counter space in the Blue 2 and Red 1 ground transportation areas of the Main Terminal at the rate of \$45.27 per square foot, and 232 square feet of ground transportation office space in the Blue 2 and Red 1 ground transportation areas of the Main Terminal at the rate of \$24.30 per square foot. Both rates may be adjusted annually by two percent (2%).

<b>Description</b>	<b>Sq. Ft.</b>	<b>Annual Rent Per Sq. Ft.</b>	<b>Total Annual Rent</b>
Ground Transportation Office	232	\$24.30	\$5,637.60
Ground Transportation Counters	130	\$45.27	\$5,885.10

This Agreement commences on March 1, 2023 and terminates on September 30, 2025. This Agreement may be renewed at the same terms and conditions for three, one-year periods at the discretion of the Chief Executive Officer. Either party may terminate this Agreement upon thirty (30) days' written notice. Yellow Cab must provide a security deposit in the amount of \$2,880.68, equal to three months' rent.

Management recommended adoption of Resolution No. 2023-12.

Resolution No. 2023-12 approved and authorized execution of Space Rental Agreement at Tampa International Airport with West Coast Transportation Services, Inc. d/b/a Yellow Cab; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

#### Item J7

Authorization to Dispose of Surplus Property, Tampa International Airport.

The following property has been determined to be surplus and serves no useful function or the continued use is uneconomical or inefficient.

Description	QTY	Year Purchased	Asset Tag
GRADALL EXCAVATING MACHINE	1	1984	102358
JOHN DEERE TRACTOR 4WD W BUCKET	1	2005	105857
20' BUSH HOG ROTARY CUTTER	2	2011/2012	123499/125139
HALI-BRITE RCD LIGHTED X R/W CLOSURE	4	2008-2009	121672/123514/121673/105180
MAGNUM PRODUCTS LIGHT TOWER	2	2006	107833-107834
HALI-BRITE RUNWAY X CLOSURE SIGN	1	2012	123552
JOHN DEERE GATOR	1	2013	127034
CLUB CAR, CARRYALL	2	2018	704453-704454
2005 FORD EXPLORER	1	2004	104176
2008 FORD F250	1	2007	704069
2013 FORD F150	1	2013	126388
2015 CHEVY TAHOE	1	2015	200710

Designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes. Surplus property will be publicly advertised and auctioned at Tampa Machinery Auction, Inc., Royal Auction Group, Bay Area Auction Services, or GovDeals.com, an internet-based auction system.

The Chief Executive Officer recommended the Board designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes.

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

**Item J8**

**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 a maximum purchase authorization amount of \$14,999 for the purchase of the Digimation Arms Trainer (DART) Scenario Training System. This portable scenario training system will enhance officer safety through the use of pre-built training modules consisting of video instruction and customized drills designed to focus on specific real-world learning objectives.

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 authorize the Chief Executive Officer or designee to execute all other ancillary documents.

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

Chairman Harrod proceeded to Policies or Rules for Consideration or Action. One item was contained in this Section.

#### Item K1

Amendment to Hillsborough County Aviation Authority Disadvantaged Business Enterprise (DBE) Policy and Program for Projects Funded by United States Department of Transportation, Resolution No. 2023-13, presented by Elita McMillon.

As a recipient of financial assistance from the United States Department of Transportation (USDOT), the Authority is required to maintain a Disadvantaged Business Enterprise (DBE) Policy and Program and set an overall goal every three years for DBE participation on USDOT assisted contracts. Under 49 CFR Part 26, the overall goal must be prepared using a two-step process that (1) determines the relative availability of DBE firms in the relevant market area, and (2) adjusts the goal based on past participation and other evidence. Once the adjusted goal is set, Federal Regulations require analysis of the portion of the goal that will be met by race-neutral measures.

The current overall DBE goal for Fiscal Year 2020–2022 was established by the Board in October 2019 as 14.6%, of which 3.4% was to be met by race-neutral means. The overall goal is incorporated into the DBE Policy and Program by attachment.

This item amends the DBE Policy and Program to revise the Policy and Program statement, clarify that the Policy and Program applies to projects funded by the Infrastructure Investment and Jobs Act (also known as the Bipartisan Infrastructure Law), and reflect personnel changes. The amendment also updates prompt payment and retainage requirements, definitions, certification eligibility standards, and other administrative provisions.

This item also adjusts the required small business element of the DBE Policy and Program to reflect current initiatives, amend the average annual gross receipts cap for businesses eligible to be considered small businesses from \$5 million to \$8 million, and increase the estimated contract award amount for projects eligible for the small business sheltered market from \$1 million to \$5 million.

Finally, this item establishes the Authority's three-year overall DBE goal for FY 2023–2025 as 13.1%, of which 2.2% will be obtained using race neutral means. The proposed overall DBE goal was calculated using the two-step process for eight Authority projects anticipated to receive federal financial assistance.

The FAA has approved the proposed goal methodology.

Management recommends adoption of Resolution No. 2023-13.

Upon motion of Commissioner Cohen, seconded by Robert Watkins, Amendment to Hillsborough County Aviation Authority Disadvantaged Business Enterprise (DBE) Policy and Program for Projects Funded by United States Department of Transportation was unanimously approved by all Board Members present; the Three-Year Overall DBE Goal for FY 2023–2025 was adopted; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-13.

There were no Committee Reports or Unfinished Business. Chairman Harrod proceeded to New Business. The following items were contained in New Business.

Item N1

Selection of Design-Professional, Forest Removal and North Employee Parking Lot Expansion, HCAA Project Nos. 8505 23 & 8510 23, Tampa International Airport, presented by Jeff Siddle.

This Project will remove approximately 185 acres of forest and wetlands to mitigate wildlife hazards in the Aircraft Operations Area (AOA) on the west and north sides of Tampa International Airport. Additionally, this Project will expand the existing 2,745 space north employee parking lot by approximately 1,000 spaces, which will provide additional employee parking capacity at Tampa International Airport to satisfy current and forecasted demand.

On September 14, 2022, a Request for Qualifications entitled Forest Removal and North Employee Parking Lot Expansion at Tampa International Airport was issued.

Two (2) responses were received and evaluated by staff.

The order of technical ranking is as follows:

1. Mead and Hunt, Inc.
2. Kimley-Horn and Associates, Inc.

A DBE goal of at least 11.0% of the dollar amount earned on the contract for the design phase of the Project was prescribed. The percentages proposed by all qualified respondents for the amount earned on design will meet or exceed the DBE goal requirements and will be incorporated into the resulting contract.

This item is included in the Capital Budget.

The Chief Executive Officer recommended ranking the order of firms as listed above.

Upon motion of Robert Watkins, seconded by General Diehl, the ranking of firms in order of preference was unanimously approved by all Board Members present, and staff was authorized to negotiate a contract; no resolution was required.

## Item N2

Purchase Orders, Furniture utilizing Omnia Contract No. 2020000622, HCAA Project No. 7055 23, Workscapes, Inc., Tampa International Airport, presented by Jeff Siddle.

The existing Main Terminal and Airside Herman Miller Eames Sling seating upholstery is showing signs of wear and has reached the end of its service life. This Project consists of reupholstering the existing Main Terminal and Airside Herman Miller Eames Sling seating and providing cup holders for every other Airside Herman Miller Eames Sling seat.

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 use of Omnia Contract No. 2020000622 for the issuance of Purchase Orders to Workscapes, Inc. for reupholstering the existing Main Terminal and Airside Herman Miller Eames Sling seating and providing cup holders for every other Airside Herman Miller Eames Sling seat in a total not-to-exceed amount of \$2,600,000.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board award and authorize the issuance of Purchase Orders to Workscapes, Inc. and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, Purchase Orders, Furniture utilizing Omnia Contract No. 2020000622, HCAA Project No. 7055 23, Workscapes, Inc., Tampa International Airport was unanimously approved by all Board Members present. No resolution was required.

## Item N3

Amendment No. 1 to Maintenance Contract for Elevators, Escalators and Moving Walks, Schindler Elevator Corporation, Tampa International Airport, Resolution No. 2023-09, presented by Ben Robins.

On March 1, 2018, the Board awarded a Maintenance Contract for Elevators, Escalators and Moving Walks at Tampa International Airport to Schindler Elevator Corporation (Schindler) for the period of March 1, 2018 through February 28, 2023 with one, five-year renewal option to be executed at the discretion of the Chief Executive Officer. The negotiated Contract amount for the first year was \$2,137,140 with an annual cost increase for year two of \$56,124 for equipment no longer under warranty. In addition, the Contract includes an annual adjustment of 3.5% for the balance of the Term including the five-year renewal option. The Contract also included a provision for Schindler to perform Extra Work beyond normal corrective and preventive maintenance as necessary up to \$500,000 over the ten-year Term of the Contract, inclusive of the renewal option. On January 24, 2023, the one, five-year renewal option was exercised, revising the end date of the Contract to February 29, 2028.

On June 2, 2022, the Board authorized an increase of \$900,000 to the previously approved Extra Work allowance of \$500,000 under the Contract to perform required safety upgrades on 23 elevators at the Airside terminals and interior finishes for 24 elevators at the Main Terminal for a new Extra Work allowance of \$1,400,000.

Thirty-three pieces of new Schindler equipment will need to be incorporated into the existing Contract at the following locations: Blue Express Curb, SkyCenter Atrium, Police and Maintenance Facility, Loading Dock and the Long Term Parking Garage. The additional equipment includes 11 elevators, 8 escalators and 14 moving walks. As a result of the new equipment, material costs associated with the equipment, and the addition of one maintenance technician, an overall cost increase of \$363,072 during the renewal period beyond the allowable 3.5% rate increase for the Contract is requested.

This Amendment No. 1 authorizes a one-time increase for year 6 of the Contract of \$316,800 for a new estimated annual maintenance fee of \$2,831,436 and an additional annual cost increase for year 8 of the Contract of \$46,272 for new equipment no longer under warranty, for a total one-time increase of \$363,072 to the Contract amount. Additionally, this Amendment No. 1 authorizes a 3.5% rate increase at the beginning of each Contract year starting in year 7 for the maintenance of Schindler elevators, escalators and moving walks.

This item also authorizes an increase of \$500,000 to the previously approved Extra Work amount for a new Extra Work allowance of \$1,900,000 for the ten-year Term of the Contract. Extra Work beyond normal corrective and preventive maintenance, as necessary, may be ordered utilizing the Extra Work provision.

The Authority may cancel the Contract with 30 days written notice.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2023-09.

Upon motion of Robert Watkins, seconded by General Diehl, Amendment No. 1 to Maintenance Contract for Elevators, Escalators and Moving Walks at Tampa International Airport with Schindler Elevator Corporation was unanimously approved by all Board Members present; the Chief Executive Officer or designee was authorized to approve up to \$1,900,000 of Extra Work over the Term of the Contract; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-09.

#### Item N4

Purchase Orders, Facility MRO (Maintenance, Repair & Operations), Industrial & Building Supplies with Related Equipment, Accessories, Supplies & Services utilizing Sourcewell Contract Nos. 091422-WWG and 091422-FAS, W.W. Grainger, Inc. and Fastenal Company, Tampa International Airport, presented by Ben Robbins.

The Authority's O&M Budget provides for the purchase of routine facility MRO, industrial and building supplies with related equipment, accessories, supplies, and services.

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 W.W. Grainger, Inc. and Fastenal Company for the purchase of facility MRO, industrial and building supplies with related equipment, accessories, supplies, and services utilizing Sourcewell Contract Nos. 091422-WWG and 091422-FAS for the period of February 2, 2023 through November 8, 2026, with two, one-year renewal options at the discretion of the Chief Executive Officer, for a maximum purchase authorization amount of \$1,500,000, including the renewal options.

This item is included in the O&M and Capital Budgets.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to W.W. Grainger, Inc. and Fastenal Company and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by General Diehl, Purchase Orders, Facility MRO (Maintenance, Repair & Operations), Industrial & Building Supplies with Related Equipment, Accessories, Supplies & Services utilizing Sourcewell Contract Nos. 091422-WWG and 091422-FAS, W.W. Grainger, Inc. and Fastenal Company, Tampa International Airport was unanimously approved by all Board Members present. No resolution was required.

#### Item N5

Selection of Firm and Award of Contract, Employee Shuttle Services, ABM Aviation, Inc., Tampa International Airport, Resolution No. 2023-08, presented by Adam Bouchard.

The Authority utilizes an employee shuttle service provider to operate scheduled shuttle bus service to and from the North Employee Parking Lot and to the terminal facilities at Tampa International Airport for authorized (badged) airport and airline employees. This shuttle bus service runs 24/7 and transports thousands of airport employees every day. The employee shuttle service utilizes a fleet of Authority owned or leased buses, including seven diesel buses under lease and four electric buses owned by the Authority which will join the fleet this Spring.

On February 7, 2013, the Board approved and authorized award of an Agreement for Employee Shuttle Services to Ampco System Parking, Inc. for the Term of February 15, 2013 through April 30, 2018 with one (1), five (5) year renewal option in the total amount of \$4,600,000. Ampco System Parking, Inc. underwent a complete rebranding and changed its name to ABM Aviation, Inc. The renewal option was authorized on November 29, 2017.

On November 10, 2022, a Request for Proposals for Employee Shuttle Services was issued. Services include operating the shuttle buses between Authority approved designated stops at the North Employee Parking Lot, the Main Terminal, and any other areas designated by the Authority.

On December 12, 2022, four (4) responses were received and evaluated by staff. The following firms are listed in order of technical ranking:

1.	ABM Aviation, Inc.	92.90
2.	First Transit, Inc.	84.60
3.	SP Plus Corporation	83.30
4.	RTW Management, Inc.	58.10

No specific expectancy for W/MBE participation was established.

The Term of this Employee Shuttle Services Contract (Contract) is May 1, 2023 through April 30, 2028 with one (1), five (5) year renewal option at the discretion of the Chief Executive Officer. The maximum purchase authorization amount under this Contract includes a \$3,004,286.28 Management Fee for the Term of the Contract, including the renewal option. ABM Aviation, Inc. will be paid for approved reimbursable expenses including, but not limited to, staffing costs, uniforms, and maintenance of buses. The Authority may cancel the Contract with or without cause by giving ninety (90) days written notice.

This item is included in the O&M Budget.

The Chief Executive Officer recommended ranking the firms in the order listed above and award to the top ranked firm, ABM Aviation, Inc.

Upon motion of Robert Watkins, seconded by General Diehl, Employee Shuttle Services Contract at Tampa International Airport with ABM Aviation, Inc. was unanimously approved by all Board Meetings present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-08.

Item N6

Selection of Firm and Award of Contract, Digital Marketing Training and Consulting, Bell & Porter, LLC, Tampa International Airport, Resolution No. 2023-05; Selection of Firm and Award of Contract, Digital Marketing Training and Consulting, Smart Network Solutions Communications Corp, Tampa International Airport, Resolution No. 2023-06, presented by Jon Vaden.

The Authority utilizes digital marketing consulting to assist with content management, digital advertising, social media growth and engagement, and measurement and optimization of marketing financial investment.

On January 7, 2022, the Vice President of Procurement approved and authorized a Services Request for Digital Marketing Training and Consulting to Bell & Porter, LLC for the Term of January 14, 2022 through January 13, 2023 in the total not-to-exceed amount of \$65,000.

On August 25, 2022, a Request for Proposals for Digital Marketing Training and Consulting was issued. The services include digital marketing training on various Google and social media platforms.

On September 28, 2022, three (3) responses were received and evaluated by staff. The following firms are listed in order of technical ranking:

1.	Bell & Porter, LLC	99.00
2.	Smart Network Solutions Communications Corp	75.60
3.	Newton Consulting, LLC dba Aspirant	69.00

No specific expectancy for W/MBE participation was established.

This item awards a separate Contract for Digital Marketing Training and Consulting (Contract) to Bell & Porter, LLC and Smart Network Solutions Communications Corp. The Term of each Contract is February 2, 2023 through February 1, 2026 with two (2) discrete, one-year renewal options at the discretion of the Chief Executive Officer. The combined maximum purchase authorization for the Term of both Contracts, including renewal options, is \$400,000. The Authority may cancel each Contract with or without cause by giving thirty (30) days written notice.

This item is included in the O&M Budget.

The Chief Executive Officer recommended ranking the firms in the order listed above and award to the top two ranked firms.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, Contract for Digital Marketing Training and Consulting at Tampa International Airport with Bell & Porter, LLC was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-05.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, Contract for Digital Marketing Training and Consulting at Tampa International Airport with Smart Network Solutions Communications Corp was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-06.

**Item N7**

Selection of Company and Award of Contract, Website Rebuild, Aten Design Group, Inc. dba Aten Design Group, HCAA Project No. 6385 18, Tampa International Airport, Resolution No. 2023-07, presented by Jon Vaden.

The Authority’s current website is reaching the end of its useful life. A refresh of the website will make it easier for users to navigate, will focus on key audience segments, and will be more efficient for Authority staff to manage.

On July 28, 2022, an Invitation to Negotiate for Website Rebuild was issued.

On September 6, 2022, fourteen (14) responses were received. Responses from the following companies met the minimum qualifications and were evaluated by staff:

1. Northern Commerce Inc.
2. August Ash, Inc.
3. Aten Design Group, Inc. dba Aten Design Group
4. GSL Solutions, Inc.
5. Interpersonal Frequency LLC
6. Spruce Technology, Inc.
7. Oomph, Inc. dba Oomph Digital USA, Inc.
8. Converge Technology Solutions US, LLC
9. Newton Consulting, LLC dba Aspirant
10. MOJO Web Solutions, LLC DBA MOJO Creative Digital
11. Spiderboost Intl, LLC

The responses received from Exemplifi, LLC, Harman Connected Services, Inc., and Svanaco, Inc. dba Americaneagle.com were found non-responsive for failing to meet the minimum qualifications.

After review of the eleven (11) qualified responses against the evaluation criteria in the Invitation to Negotiate, the technical evaluation committee recommended concurrent negotiations with the three (3) highest scored firms: Northern Commerce Inc., August Ash, Inc., and Aten Design Group, Inc. dba Aten Design Group. The Negotiation Team subsequently recommended award to Aten Design Group, Inc. dba Aten Design Group as the firm providing the overall best value to the Authority.

This item awards and authorizes execution of the Contract for Website Rebuild to Aten Design Group, Inc. dba Aten Design Group. The maximum purchase authorization amount for the Contract, including contingency funds for additional services, is \$460,000. The Authority may cancel the Contract with or without cause by giving thirty (30) days written notice.

Due to the nature of the work, no specific goal for W/MBE participation was established.

This item is included in the Capital Budget.

The Chief Executive Officer recommended ranking the firms in the order listed above and award to the top ranked firm, Aten Design Group, Inc. dba Aten Design Group.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, Contract for Website Rebuild at Tampa International Airport with Aten Design Group, Inc. dba Aten Design Group was unanimously approved by all Board Members present; rejection of responses received from Exemplifi, LLC, Harman Connected Services, Inc., and Svanaco, Inc. dba Americaneagle.com as non-responsive was approved; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-07.

#### Item N8

Approval of Public Parking Rate Adjustment, Tampa International Airport, Resolution No. 2023-21, presented by Laurie Noyes.

In June 2019, the Board awarded a Contract to Ricondo & Associates (Ricondo) to complete a Master Plan Update, which is currently in process. Ricondo was also issued a work order to benchmark, study, develop, and recommend a long-term strategy for public parking rates.

Ricondo’s work established that, without adjustment to the existing rate structure, Tampa International Airport’s parking garages only have sufficient capacity to meet anticipated growth until Tampa International Airport reaches 28.2 million annual passengers which is expected to be in 2029.

In order to respond to inflationary and market pressures affecting labor and capital costs, and to better balance demand for the public parking facilities, Ricondo recommended a strategic parking rate adjustment.

The following public parking rate adjustments are proposed:

Effective April 4, 2023:

<b>Facility</b>	<b>Existing</b>	<b>Proposed</b>
Economy Parking Garage	\$1 each 20 minutes	No Change
	\$12 maximum per 24 hours	\$14 maximum per 24 hours

Effective Q4 FY24:

<b>Facility</b>	<b>Existing</b>	<b>Proposed</b>
Short Term Parking Garage	Free for first 60 minutes	No Change
	\$4 for 60 up to 80 minutes	No Change
	\$2 each additional 20 minutes	No Change
	\$24 maximum per 24 hours	\$28 maximum per 24 hours
Long Term Parking Garage	Free for first 60 minutes	No Change
	\$4 for 60 up to 80 minutes	No Change
	\$2 each additional 20 minutes	No Change
	\$20 maximum per 24 hours	\$22 maximum per 24 hours
Economy Parking Garage	\$1 each 20 minutes	No Change
	\$12 maximum per 24 hours	\$18 maximum per 24 hours
	(\$14 maximum at time of increase)	

In addition to better reflecting market conditions, the proposed public parking rate adjustments are forecast to extend the life of the parking garage capacities to 31.3 million annual passengers, which represents an additional 4 years’ worth of capacity.

Due to significant construction in the Short Term Parking Garage and Long Term Parking Garage, the public parking rate adjustment would not be effective for those two garages until Q4 FY24 when construction is anticipated to be complete.

Even after the recommended parking rate increase, Tampa International Airport's parking rates will remain competitive, with the Short Term Parking Garage rate remaining one of the lowest rates among peer airports and the Long Term Parking Garage and Economy Parking Garage rates matching the median rates among peer airports.

Management recommended adoption of Resolution No. 2023-21.

Upon motion of Robert Watkins, seconded by General Diehl, public parking rate adjustments at Tampa International Airport as presented were unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-21.

This concluded New Business.

Jeff Siddle gave a Master Plan update.

The Administration Building has reached a milestone and now is ready to have the concrete deck removed. The Arcade will need to be reconfigured and that work is taking place behind the construction walls. Financially the program is performing well and is on schedule to date.

This concluded Staff Reports.

Before adjourning the meeting, General Counsel Stephens requested an Attorney-Client Closed Session be held at the March 2023 Board Meeting to discuss pending litigation and strategy related to litigation expense and to seek the Board's direction.

With no further business to be brought before the Board, Chairman Harrod adjourned the meeting.

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Gary Harrod, Chairman

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Jane Castor, Secretary