

Hillsborough County Aviation Authority  
Regular Board Meeting

Thursday, 9:00 a.m.  
September 7, 2023

A Regular Board Meeting was convened in the Boardroom, Level 4 of SkyCenter ONE, Tampa, Florida, on Thursday, September 7, 2023.

Members present were: Chairman Gary Harrod, Robert I. Watkins, Mayor Castor, General Diehl and Commissioner Cohen (departed meeting at 9:32 a.m.).

Aviation Authority staff members present were Chief Executive Officer Joseph W. Lopano, Assistant General Counsel Scott Knight, Chris Minner, John Tiliacos, Damian Brooke, Veronica Cintron, Adam Bouchard, Elita McMillon, Jeff Siddle, Silvana Muro, Tom Thalheimer, Matt Bauer, Dan Johnson, Violet Cummins, Rob Porter, Michael Kamprath, Ben Robins, Marcus Session, Laura Tatem, Josh Gillin, Brett Fay, Barbara Grilli, Tony Conza, James Tarro, Tony O'Brian, Chief Charlie Vazquez, Justin Piazza, Chris Reyes, Dan Porter, Kevin Podsiad, Melissa Solberg, Stacey Nance, Danny Glennon and Brandon Taugner.

Chairman Harrod welcomed everyone to the Regular Board Meeting of the Aviation Authority and asked that anyone who would like to comment on propositions before the Board see Violet Cummins for a form.

The Pledge of Allegiance was recited.

Chairman Harrod called the Board Meeting to Order.

Mr. Lopano stated that there will be a Section 119.0725 Closed Session after the Staff Reports but there will be no Attorney-Client Closed Session.

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

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

Chairman Harrod then proceeded to Public Comments and asked if anyone would like to address the Board. There was one Public Comment by Neil Cosentino who is representing the American Institute of Aeronautics and Astronautics and the Florida Aviation Historical Society. Mr. Cosentino spoke about NASA's Regional Air Mobility (RAM) program and asked that a letter be sent to former Senator Bill Nelson requesting that the RAM program be tested in Florida. Mr. Cosentino spoke of plans to build a second Benoist aircraft similar to the wooden aircraft that is displayed at the Florida Aviation Historical Society Museum, except this aircraft would be made out of aluminum instead of wood.

Chairman Harrod asked Assistant General Counsel Knight if there were any abstentions from the Regular Board Meeting held on August 3, 2023 that needed to be read into the record. Assistant General Counsel

Knight replied that there were no abstentions from the August 3, 2023 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 August 3, 2023.

Upon motion of Mr. Watkins, seconded by Commissioner Cohen, the Minutes of the Regular Board Meeting held on August 3, 2023 were unanimously approved by all Board Members present.

Mr. Lopano's Management Report was next.

Mr. Lopano started by recognizing the following Authority staff for representing the Authority within the community: John Tiliacos for joining Leadership Florida, Laura Tatem for joining Leadership Tampa and Melissa Solberg for joining Leadership Tampa Bay. Mr. Lopano also recognized Michael Stephens for participating in a course at Harvard University.

Chris Minner then provided the Performance Assessment Report.

Last month, there were just over 2 million passengers which beats the prior record of July 2019 by 8%. That represents a 14% growth over last year. There were a little more than 113,000 international passengers which is a 5.4% growth over the record in 2019 and a 27% growth from last year.

Mr. Minner reported on the rebrand of Eurowings Discover to Discover Airlines. This change was to better align themselves with the Lufthansa Group brand. Spirit Airlines added 50% to their capacity they will be operating at Tampa International Airport this winter. Porter, a new airline, will be serving Toronto, Canada this November and Copa Airlines will celebrate their 10th anniversary at Tampa International Airport this December.

Tampa International Airport was nominated for USA Today's 10 Best Readers' Choice Award.

There was 1.1 billion total impressions during the month of August with an earned media value of \$17.5 million.

Mr. Minner concluded his report with a celebration of Phoebe the flamingo's first birthday and mentioned that Phoebe won the CODA Worx Award for public art.

John Tiliacos gave a report on Hurricane Idalia with a recap of the preparation and closure of Tampa International Airport.

Matt Bauer reported that the Authority's Procurement Department received the 2023 National Procurement Institute Achievement and Excellence in Procurement Award. This is the second consecutive year the Authority scored highest out of all applicants. This is also the 10<sup>th</sup> time in a row the Procurement Department was awarded the Achievement and Excellence in Procurement Award.

This concluded Mr. Lopano's Management Report.

The Chairman then moved on to the Consent Agenda.

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

The following items were contained in the Consent Agenda.

Item G1

Ground Lease With Improvements, CSX Transportation, Inc., Tampa International Airport, Resolution No. 2023-89.

As part of the original acquisition of Tampa International Airport, the Authority acquired a 150-foot wide north/south railroad spur with associated railroad track. The railroad spur commences at a point where y shaped tracks intersect with an east-west main line owned by CSX Transportation, Inc. (CSX) located just south of Linebaugh Avenue and continues in a southerly direction to its terminus at Hillsborough Avenue (Railroad Corridor). CSX, or its predecessor, has leased land within the Railroad Corridor from the Authority since 1956 in support of its freight rail transportation business serving businesses along the Railroad Corridor. CSX considers the Railroad Corridor, including the railroad track, germane to its operations. The current annual rent is \$481,031.76, plus applicable tax. The current lease terminates on October 31, 2023 and CSX desires a new lease.

Staff recommends approval of a Ground Lease with Improvements (Ground Lease) with CSX for the lease of approximately 50.23 acres of land located on Authority property. The Ground Lease will have a commencement date of November 1, 2023 and terminate on October 31, 2033. CSX will have two (2), five-year renewal options upon written request to and acceptance by Authority. Either party may terminate the Ground Lease prior to expiration of the Term on or after the twelfth anniversary of the effective date, except that if termination is needed by Authority to accommodate an aviation purpose or by request of the FAA, termination may occur at any time. Should this need arise, CSX will use diligent efforts to obtain abandonment authority within 36 months from Authority's notice of termination. The first-year Rents under the Ground Lease are \$845,310, payable in monthly installments of \$70,442.50 plus applicable taxes. Rents will increase annually; however, on the tenth anniversary of the effective date of the Ground Lease and on every subsequent five-year anniversary of the effective date of the Ground Lease, Rents will be adjusted to equal the then fair market rental value.

Management recommended adoption of Resolution No 2023-89.

Resolution No. 2023-89 approved and authorized execution of Ground Lease With Improvements at Tampa International Airport with CSX Transportation, Inc.; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

## Item G2

Change Order No. 1, Airside A and C Shuttle Car and Control System Replacement, Airside D Development, and Airside E Shuttle Cars, HCAA Project Nos. 8420 21, 8500 23 and 8910 23, Alstom Transport USA Inc., Tampa International Airport, Resolution No. 2023-97.

The APM shuttle vehicle system, which transports passengers between the Main Terminal and each of the four Airsides, is a critically vital component to the overall operational success of Tampa International Airport.

On November 4, 2021, a Contract for Services for the Replacement of New Shuttle Cars for Airsides A and C was awarded to Bombardier Transportation Holdings USA, Inc. in a total contract amount of \$50,882,858.00. This work includes the replacement of the eight airside shuttle cars, the installation of a new CityFlo 0650 signaling system, and the replacement of the power rails for the legs of Airsides A and C.

On November 9, 2022, Supplemental Contract A for Airside A and C Shuttle Car and Control System Replacement (Phase 2), Airside D Development and Airside E Shuttle Cars was awarded to Bombardier Transportation (Holdings) USA, Inc. for the purchase of four new shuttle cars under the Airside D Development Project and four new shuttle cars under the Airside E Shuttle Cars Project in the maximum purchase authorization amount of \$28,955,486, bringing the total combined Contract amount-to-date to \$79,838,344.

Bombardier Transportation (Holdings) USA, Inc. was recently acquired by Alstom SA and has changed its name to Alstom Transport USA Inc. (Alstom).

On August 3, 2023, the Board awarded a Part 1 Design-Build Contract for Airside D Development to Hensel Phelps Construction. Staff anticipates award of a Supplemental Contract B for Airside A and C Shuttle Car and Control System Replacement (Phase 2), Airside D Development and Airside E Shuttle Cars to Alstom at the November 2023 Board meeting for the design and construction of the APM component of Airside D. In the interim, staff is requesting design assistance for the Airside D Main Terminal APM station and the APM system for Airside D from Alstom and Alstom has provided a proposal of \$71,990 to provide the requested design assistance. Staff recommends award of Change Order No. 1 to the Contract for Services with Alstom in the maximum purchase authorization amount of \$71,990, bringing the total combined Contract for Services amount-to-date to \$79,910,334.

This Change Order No. 1 also revises the Contract terms and conditions to assign a dollar amount for the limitation of liability to each project.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2023-97.

Resolution No. 2023-97 approved and authorized award and execution of Change Order No. 1 for Airside A and C Shuttle Car and Control System Replacement, Airside D Development and Airside E Shuttle Cars, HCAA Project Nos. 8420 21, 8500 23, and 8910 23 at Tampa International Airport with Alstom Transport USA Inc. in

the maximum purchase authorization amount of \$71,990; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item G3

Purchase Orders, Fire Extinguisher Services, All Florida Fire Equipment, Tampa International, Tampa Executive, Peter O. Knight, and Plant City Airports.

The Authority is required to perform inspection, testing, and certification of all fire extinguishers and fire hydrants located throughout the Authority.

An Invitation to Bid for Fire Extinguisher and Hydrant Services was issued on July 7, 2023.

On August 1, 2023, Bids were publicly opened and read aloud as follows:

Company Name	Tampa International Fire Extinguisher 4-year Total	Tampa Executive Fire Extinguisher 4-year Total	Peter O. Knight Fire Extinguisher 4-year Total	Plant City Fire Extinguisher 4-year Total
All Florida Fire Equipment	\$112,390	\$15,980	\$10,844	\$7,760

The lowest responsive and responsible Bidder for Fire Extinguisher Services is All Florida Fire Equipment.

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

Staff requests authorization to issue Purchase Orders to All Florida Fire Equipment for Fire Extinguisher Services for the Term of October 1, 2023 through September 30, 2027 in the maximum purchase authorization amount of \$250,000. The maximum purchase authorization amount is comprised of the estimated annual inspection fees and contingency funding for repairs and additional fire extinguishers.

Due to receiving only one solicitation response with a No Bid response for Hydrant Services, the Authority cancelled the award for Hydrant Services. Hydrant Services will be purchased through an alternative procurement method.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to All Florida Fire Equipment 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 G4

Purchase Orders, Security and Protection Protective Equipment utilizing GSA Contract No. 47QSWA20D0009, Red Hill Ventures LLC, Tampa International Airport.

The Authority's O&M Budget provides for the purchase of wheeled fire extinguishers.

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.

Staff requests authorization to issue Purchase Orders to Red Hill Ventures LLC for the purchase of 80 wheeled fire extinguishers utilizing GSA Contract No. 47QSWA20D0009 for the Term of September 7, 2023 through October 17, 2024 with three, five-year renewal options at the discretion of the Chief Executive Officer, contingent upon approval of similar renewal option exercised by GSA, in a maximum purchase authorization amount of \$165,000 including renewal options.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Red Hill Ventures LLC 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 G5

Purchase Orders, Automotive Pursuit Vehicles, Light Trucks and SUVs, Medium Duty Vehicles, and Equipment utilizing Bradford County Sheriffs Office Contract No. BCSO 22-27-1.0, Duval Ford, Duval Chevrolet, and Bozard Ford; Purchase Orders, Automobiles, SUVs and Light Trucks with Related Equipment and Accessories utilizing Sourcewell Contract No. 091521-NAF, Alan Jay Fleet Sales, Tampa International Airport.

The Authority's Fiscal Year budget provides for the purchase of an assortment of vehicles for the Maintenance, Operations, Planning & Development and Public Safety Departments. New vehicles are added to the fleet on an as-needed basis and existing vehicles are replaced based on years of service and condition evaluation.

The Fleet Maintenance Department purchases and maintains all vehicles for the Authority. Utilizing multiple Cooperative Contracts will allow the purchase of needed vehicles from dealerships based on availability.

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.

This item authorizes the issuance of Purchase Orders to Duval Ford, Duval Chevrolet, and Bozard Ford utilizing Bradford County Sheriffs Office Contract No. BCSO 22-27-1.0 for automotive pursuit vehicles, light trucks and SUVs, medium-duty vehicles, and equipment for the Term of September 7, 2023 through September 11, 2027, with one, five (5) year renewal option at the discretion of the Chief Executive Officer

contingent upon similar renewal by Bradford County Sheriffs Department. This item also authorizes the issuance of Purchase Orders to Alan Jay Fleet Sales utilizing Sourcewell Contract No. 091521-NAF for automobiles, SUVs and light trucks with related equipment and accessories for the Term of September 7, 2023 through November 8, 2025, with one, one-year renewal option at the discretion of the Chief Executive Office contingent upon similar renewal by Sourcewell. The aggregate maximum purchase authorization amount for all Purchase Orders issued is \$1,500,000.

<b>Department</b>	<b>Item to be Purchased</b>	<b>Estimated Number of Units</b>
Operations	Pickup Trucks & SUVs	3
Public Safety	Police Pursuit Vehicles	9
Planning & Development	Pickup Trucks & SUVs	9
Maintenance	Pickup Trucks, Vehicles, SUVs & Vans	4

This item is included in the Capital Equipment Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Duval Ford, Duval Chevrolet, Bozard Ford and Alan Jay Fleet Sales for the purchase of vehicles 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 G6

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.

<b>Description</b>	<b>QTY</b>	<b>Year Purchased</b>	<b>Asset Tag</b>
Towable light tower	1	2003	102460
Towable light tower	1	2011	123408
Towable aerial boom lift	1	2006	109128
Towable HD air compressor	1	2008	106597

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 G7

Warranty Agreement, NICE Public Safety System, Word Systems, LLC, Tampa International Airport, Resolution No. 2023-96.

On December 5, 2019, the Authority purchased the NICE Public Safety System from Word Systems, LLC a.k.a WSI Technologies (WSI) utilizing a government cooperative contract. The cooperative contract covered the purchase and implementation but it did not include support services.

NICE is a software system that resides in the Authority's Airport Operations Center (AOC) for the purpose of recording and logging phone calls and radio transmissions. Ongoing support services and integration with the Hillsborough County Sheriffs Office system ensure proper communications with local law enforcement agencies.

The Authority needs continued support services for the NICE Public Safety System, including, but not limited to, software support, software updates, upgrades, and enhancements.

On July 5, 2023, a Notice of Intent to Sole Source with WSI for continued software support, software updates, upgrades, enhancements, and consulting services for the NICE Public Safety System and related software was advertised. The NICE Public Safety System is proprietary and the software is available only through WSI as the exclusive dealer for installation and support services in Florida.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required equipment, materials, supplies, or services.

This item authorizes the execution of a Warranty Agreement with Word Systems, LLC for continued software support, software updates, upgrades, enhancements, and consulting services for the NICE Public Safety System for the period of September 7, 2023 through September 6, 2028 in the maximum purchase authorization amount of \$129,000.

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

Management recommended the adoption of Resolution No. 2023-96

Resolution No. 2023-96 approved and authorized execution of Warranty Agreement at Tampa International Airport with Word Systems, LLC; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

This concluded the Consent Agenda.

There were no Policies or Rules for Consideration or Action or Committee Reports. Chairman Harrod proceeded to Unfinished Business.

The following item was contained in Unfinished Business.

## Item J1

Capital and Operating Budget for Fiscal Year 2024, Tampa International Airport, Resolution No. 2023-90.

The Authority team has established a solid foundation for the future. The organization is in its strongest financial position ever, buoyed by record passenger traffic and revenues. Setting our sights on the horizon, we are heavily focused on longer-term plans for strategic growth and continued prosperity.

The Authority projects it will finish FY 2023 with operating revenues of approximately \$379.5 million, which is \$36.0 million or 10.5% higher than the FY 2023 Budget. Operating expenses are projected to total approximately \$181.1 million, finishing the year \$614,000 or 0.3% lower than the FY 2023 Budget. Funds available for Capital Improvement & Reserves are projected to total approximately \$141.9 million, which is \$38.3 million or 36.9% better than the FY 2023 Budget.

The Authority projects it will generate more than \$141.9 million on its pre-capital bottom line for FY 2023 and \$146.2 million in FY 2024. As a result, unrestricted cash reserves will total approximately \$272.2 million at the end of FY 2023. The Authority is expected to generate an additional \$86.1 million in reserves from operations in FY 2024. The Authority's FY 2024 end-of-year unrestricted reserve balance is expected to total \$344.1 million.

On July 24, 2023, the Authority met with representative of the airlines serving Tampa International Airport to review the proposed FY 2024 Capital and Operating Budget. In accordance with the terms of the Authority's revenue bond trust indenture, the proposed FY 2024 Capital and Operating Budget has also been reviewed and approved by Ricondo & Associates, the Authority's Airport Consultant.

For FY 2024, passenger traffic is projected to reach 25.2 million passengers due to the Tampa Bay region's nation-leading economic growth. Operating revenues are expected to total \$408.6 million for FY 2024, an increase of approximately \$65.1 million or 19.0% compared to FY 2023 budget levels. Operating expenses are expected to total \$198.9 million for FY 2024, an increase of \$17.1 million or 9.4% compared to FY 2023 budget levels.

After revenue sharing back to airlines of \$4.0 million and annual debt service of \$61.9 million, the proposed FY 2024 Capital and Operating Budget projects the Authority will generate \$151.0 million towards capital improvements, the annual air service incentive plan, and reserves. The Authority will utilize \$57.4 million of those funds toward the FY 2024 Capital Improvement Program, which consists of 26 separate projects totaling more than \$95.7 million, \$2.7 million towards capital equipment, and the remainder will be put into reserves.

<b>Non-Signatory &amp; Signatory</b>		
<b>Proposed Fiscal Year 2024 Fees &amp; Charges</b>		
<b>October 1, 2023 - September 30, 2024</b>		
	<b>NON-SIGNATORY RATE</b>	<b>SIGNATORY RATE</b>
<b>LANDING FEES:</b>	\$2.531/1000 lbs. CMGLW	\$2.408/1000 lbs. CMGLW
<b>JOINT USE FEES:</b>		
Terminal:	\$2.37 per enplanement	\$2.25 per enplanement
Airside:	\$0.83 per enplanement	\$0.79 per enplanement
<b>AVERAGE TERMINAL BUILDING RENTAL RATES:</b>	\$245.01 per sq. ft. per year	\$233.34 per sq. ft. per year
<b>AIRSIDE BUILDINGS RENTAL RATE:</b>	\$126.41 per sq. ft. per year	\$120.39 per sq. ft. per year
<b>PER USE TICKET COUNTER FEE (HCAA) (PER POSITION):</b>	\$36.00	\$34.30
<b>PASSENGER TRANSFER SYSTEM (PTS) FEE:</b>	\$1.33 per enplanement	\$1.26 per enplanement
<b>PER USE GATE FEE (HCAA):</b>		
Commuter:	\$103.90	\$99.00
Narrow Body:	\$207.90	\$198.00
Wide Body:	\$311.80	\$297.00
<b>AIRCRAFT PARKING FEES BY CLASSIFICATION (For each 2 hours per 24 hour period):</b>		
Commuter:	\$25.60	\$24.40
Narrow Body:	\$92.50	\$88.00
Wide Body:	\$138.75	\$132.00
<b>CARGO AIRCRAFT PARKING APRON FEE (For each 2 hours per 24 hour period):</b>		
Up to 12,500 lbs. CMGLW	\$12.60	\$12.00
12,501 lbs. to 220,000 lbs. CMGLW	\$60.90	\$58.00
Over 220,001 lbs. CMGLW	\$120.75	\$115.00
<b>BAG HANDLING SYSTEM FEE:</b>	\$0.57 per enplanement	\$0.54 per enplanement
<b>TERMINAL SUPPORT FEE (HCAA):</b>	\$0.1341 per enplanement	\$0.1276 per enplanement
<b>OTHER PER USE FEES (HCAA):</b>	<b>FEE</b>	
FIS (Federal Inspection Service Facility):	\$6.00 per deplaned post-cleared international passenger	

Curbside per use:	\$28.80 per position per flight	\$27.40 per position per flight
HCAA International Club Room:	\$105.00 per 4-hour period	\$100.00 per 4-hour period
	\$26.25 per additional hour	\$25.00 per additional hour
	\$210.00 - Maximum Daily Fee	\$200.00 - Maximum Daily Fee
<b>SERVICE</b>	<b>FEE</b>	
PFC (Passenger Facility Charge)	\$4.50 less \$0.11 collection compensation per enplaned passenger	

The Authority seeks approval of the FY 2024 Capital and Operating Budget as per Authority Policy P430, Annual Budget.

The Chief Executive Officer and the Airport Consultant recommended adoption of Resolution No. 2023-90.

Upon motion of Robert Watkins, seconded by Mayor Castor, the Capital and Operating Budget for Fiscal Year 2024 was unanimously approved by all Board Members present and the estimated airline rates and charges were established by adoption of Resolution No. 2023-90.

Chairman Harrod then proceeded to New Business.

The following items were contained in New Business.

Item K1

Purchase Order, Business Automobile Insurance, Arthur J. Gallagher Risk Management Services, LLC, Tampa Executive, Peter O. Knight, Plant City, and Tampa International Airports, presented by Justin Piazza.

The Authority's current Business Automobile policy expires on October 1, 2023.

Arthur J. Gallagher Risk Management Services, LLC (Gallagher), the Authority's insurance broker, approached four (4) insurance companies, including the incumbent carrier, American Southern Insurance Company, requesting quotes for the Authority's Business Automobile coverage for the renewal period of October 1, 2023 to October 1, 2024. No changes are proposed at the current coverage level of \$1 million for each occurrence with a \$0 liability deductible, a \$1,000 collision deductible for passenger vehicles, and a \$5,000 collision deductible for fire rescue vehicles.

The following premium quotation was received:

American Southern Insurance Company \$330,030

The other three (3) carriers Gallagher approached declined to quote.

Gallagher and Siver Insurance Consultants, the Authority's insurance consulting firm, recommend accepting the quote of \$330,030 from American Southern Insurance Company at the current coverage level. The

proposed premium of \$330,030 received from American Southern Insurance Company is an increase of \$31,044 or 10.38% over the expiring premium of \$298,986. This premium increase is due to additional vehicles added throughout the year. The Term of the policy is one year. Additional premiums may be paid or refunded during the policy Term as vehicles are added to or deleted from the Authority's fleet.

This item is included in the O&M Budget.

The Chief Executive Officer recommended that the Board authorize the issuance of a Purchase Order to Arthur J. Gallagher Risk Management Services, LLC for the purchase of the Business Automobile policy with American Southern Insurance Company; authorize additional premiums to be paid when additional vehicles are added to the Authority's fleet; and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, Purchase Order, Business Automobile Insurance, Arthur J. Gallagher Risk Management Services, LLC, Tampa Executive, Peter O. Knight, Plant City, and Tampa International Airports was unanimously approved by all Board Members present. No resolution was required.

#### Item K2

Purchase Order, Workers' Compensation and Employer's Liability Insurance, Arthur J. Gallagher Risk Management Services, LLC, Tampa Executive, Peter O. Knight, Plant City, and Tampa International Airports, presented by Justin Piazza.

The Authority's current Workers' Compensation and Employer's Liability policy expires on October 1, 2023.

Arthur J. Gallagher Risk Management Services, LLC (Gallagher), the Authority's Workers' Compensation Broker, approached four (4) insurance companies, including the incumbent carrier, Florida Municipal Insurance Trust (FMIT), requesting quotes for Florida statutory Workers' Compensation benefits and Employer's Liability coverage at \$1,000,000 for each accident for the renewal period of October 1, 2023 to October 1, 2024.

The following premium quotation was received:

Florida Municipal Insurance Trust	\$860,482
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Gallagher and Siver Insurance Consultants, the Authority's insurance consulting firm, recommend accepting FMIT's proposed premium of \$860,482 for a fully insured, non-deductible program. The proposed premium represents a \$77,960 or 9.96% increase from the expiring policy premium of \$782,522. The rate increase is due primarily to an Authority payroll increase of 23.62%.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of a Purchase Order to Arthur J. Gallagher Risk Management Services, LLC for the purchase of the fully insured, non-deductible Workers'

Compensation and Employer's Liability insurance policy with FMIT; authorize the payment of additional premiums resulting from payroll audits, if needed; and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, Purchase Order, Workers' Compensation and Employer's Liability Insurance, Arthur J. Gallagher Risk Management Services, LLC, Tampa Executive, Peter O. Knight, Plant City, and Tampa International Airports was unanimously approved by all Board Members present. No resolution was required.

### Item K3

Purchase Order, Airport Liability Insurance, Arthur J. Gallagher Risk Management Services, LLC, Tampa Executive, Peter O. Knight, Plant City, and Tampa International Airports, presented by Justin Piazza.

The Authority's current Airport Liability Insurance policy expires on October 1, 2023.

Arthur J. Gallagher Risk Management Services, LLC (Gallagher), the Authority's liability insurance broker, approached three (3) insurance companies, including the incumbent primary carrier, Global Aerospace, Inc., and incumbent excess carrier, XL Specialty Insurance Company (AXA XL), and requested quotes for the Authority's Airport Liability coverage for the renewal period of October 1, 2023 to October 1, 2024. The Authority requested that Gallagher solicit quotes at the current coverage level of a combined \$500 million and \$150 million for war coverage with a zero deductible.

The following premium quotation was received:

Global Aerospace, Inc. \$300 million, AXA XL \$200 million Excess	\$456,949
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The other two (2) insurance companies approached indicated that their insurance premiums were not competitive due to loss history.

Gallagher and Siver Insurance Consultants, the Authority's insurance consulting firm, recommend purchasing the insurance for the \$500 million coverage from Global Aerospace, Inc. with AXA XL for \$456,949. The proposed total premium of \$456,949 (\$364,046 for primary coverage from Global Aerospace, Inc. and \$92,903 for excess coverage from AXA XL) is \$36,004 or 8.55% more than the expiring premium of \$420,946. This premium increase is primarily due to the Authority's 18% increase in enplanements.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of a Purchase Order to Arthur J. Gallagher Risk Management Services, LLC for the purchase of the \$500 million Airport Liability program with Global Aerospace, Inc. and AXA XL and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by General Diehl, Purchase Order, Airport Liability Insurance, Arthur J. Gallagher Risk Management Services, LLC, Tampa Executive, Peter O. Knight, Plant City, and Tampa

International Airports was unanimously approved by all Board Members present. No resolution was required.

This concluded New Business.

Commissioner Cohen departed the meeting.

Jeff Siddle then gave the monthly Master Plan Update.

A major milestone will be hit this month with the completion of the strengthening of the columns. The parking spaces in the Short Term Parking Garage will be returned and substantial work will begin. Major work has been completed with the Arcade demolition. All underground foundations are now 90% completed which is necessary for the roadways on the red side express lanes. In the next 4 to 6 weeks there will be a 50 x 50 foot hole cut in the Arcade which will accommodate the escalators and the stairs that connect the red side vertical circulation building. The budget is in good standing with the costs to date.

This concluded the Staff Reports and Chairman Harrod proceed to the Closed Session pursuant to Section 119.0725, Florida Statute.

Assistant General Counsel Knight discussed the rules for the Closed Session and asked for a motion to enter into the Closed Session.

Upon motion of Robert Watkins, seconded by General Diehl, the motion to enter into a Closed Session was unanimously approved by all Board Members present.

At the conclusion of the Closed Session, Chairman Harrod reopened the Regular Board Meeting.

Before adjourning the meeting, Assistant General Counsel Knight requested an Attorney-Client Closed Session be held at the October 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